



## **KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT**

*Seat 1: William A. Andersen; Seat 2: Jennifer Miller; Seat 3: Mark Wheaton,  
Seat 4: Tom Tharp, Seat 5: Marilyn Beyer*

### **DISTRICT MEETING AGENDA June 25, 2012 – DRAFT**

#### **1. AGENDA**

##### **1.A. Call to Order**

Chairman Andersen called the meeting to order at 7:21 p.m.

Also present were: Don Bock, Frank Conklin, Vicky Fay, Ronnie Fell, Matt Francis, Sergio Garcia, James Griffeth, Theron Simmons, and Jennifer Zimmer. The meeting was held at Station 24.

##### **1.B. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Jennifer Miller, Tom Tharp and Mark Wheaton. There was a quorum.

#### **2. APPROVAL OF AGENDA**

##### **2.A. Approval of Agenda**

**Motion:** Commissioner Wheaton made a motion to ***approve the Agenda for the June 25, 2012 District Meeting.*** This motion was seconded by Commissioner Miller and the motion was passed unanimously by the Board.

#### **3. Approval of Minutes**

##### **3.A. District Workshop Meeting Minutes – June 11, 2011**

**Motion:** Commissioner Wheaton made a motion to ***approve the June 11, 2012 District Workshop Meeting Minutes.*** This motion seconded by Commissioner Miller. The Board unanimously passed this motion.

##### **3.B. District Meeting Minutes – June 11, 2012**

**Motion:** Commissioner Wheaton made a motion to ***approve the June 11, 2012 District Meeting Minutes.*** This motion seconded by Commissioner Miller. The Board unanimously passed this motion.

#### **4. CHAIRMAN'S REPORT**

The Chairman did not have any new items to report to the Board.

#### **5. SECRETARY'S REPORT**

There were no new items presented by the Secretary.



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### **6. PUBLIC COMMENT**

There were no requests to address the Board from the General Public.

### **7. OLD BUSINESS**

No Old Business was presented for the meeting.

### **8. NEW BUSINESS**

#### **8.A. Approval/Motion: Resolution #2012-002 Budget Amendment**

The District should receive a check from the State of Florida Department of Health grant for the Stryker equipment within the next 30 days. If the District does not spend the entire amount of grant funds received, the District will need to return any excess funds to the Department of Health.

**Motion:** Commissioner Miller made a motion **to approve Budget Amendment Resolution #2012-002**. This motion was seconded by Commissioner Wheaton. The Board unanimously passed this motion at 7:34 p.m.

#### **8.B. Approval/Motion: KLVAC Purchase Order \$46,768.00 (Stryker Power-Load Systems**

This purchase order does not include installation of the Power-Load Systems in the two primary ambulances.

**Motion:** Commissioner Wheaton made a motion to **approve the KLVAC Purchase Order in the amount of \$46,768.00 for the Stryker Power-Load Systems**. This motion was seconded by Commissioner Beyer, and the motion was passed unanimously by the Board.

#### **8.C. Recommendation from ITN Committee Regarding Purchasing Rescue Pumper**

Chief Garcia reported the ITN Committee met with the two Rescue Pumper finalists - Ferrara and Rosenbauer. The basic difference between the two finalists was that Ferrara's has a tongue and groove frame. There were no changes to the specifications during the negotiation process. Commissioner Wheaton said, "The truck should last for 20 years. If the District would want to refurbish it, it would be worth it because of the frame's construction." Ferrara reduced the price of the Rescue Pumper by \$25,000, which brought the bid in under \$400,000. Ferrara requested the District pay 75% up front for the rescue pumper. The only downside is the District will not earn interest on this money. Service will be performed by Roy Khana, who is currently a mechanic for District vehicle repairs. Commissioners Wheaton and Beyer commended the ITN Committee for their work during the ITN Committee's negotiation process.

#### **8.D. Approval/Motion: Approve Recommendation from ITN Committee to Enter Into a Contract with Ferrara**

**Motion:** Commissioner Tharp made a motion **to approve the recommendation to enter into a contract with Ferrara to purchase the Rescue Pumper**. This motion was seconded by Commissioner Beyer. The Board unanimously passed this motion.



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### **8.E. Approval/Motion: Website Change**

The District's Internet Provider, 1+1 will discontinue supporting Front Page software some time between July 9-13, 2012. The Clerk reported Glenn Patton volunteered to design and maintain the website since its inception, and he did not want to continue as webmaster. No response was received from the KLFVD or KLWTD webmasters. A formal bid was presented from Key Dynamics for \$2,300.00. The District would like to receive more than one bid to perform the work.

**Motion:** Commissioner Beyer made a motion for Commissioner Miller to research webmasters and select the company under \$2,500 to perform the work. This motion was seconded by Commissioner Wheaton, and the motion was passed unanimously by the Board.

### **9. FINANCIAL REPORT**

The District Board is currently at 58.5% budget. The KLVFD is at 38.7% of budget, and 62.2% without capital expenditures. The KLVAC is at 60.5% of budget. The overall without capital expenditures, the District is at 45.3% of budget. A Budget Line-Item Transfer from the KLVFD is expected for the 520 operating expenses sub account for Medical Supplies, and the fire dept. television account.. A question was asked regarding Conflict of Interest. It is acceptable to hire a contractor that is a Board member, if they cannot direct business to themselves, cannot vote on the expenditure and is not a member of the Commission Board. Theron will review Conflict of Interest.

### **10. LEGAL COUNSEL REPORT**

Legal did not have any new items to present to the District Board.

### **11. EMS DEPARTMENT REPORT**

#### **11.A & 11.B Reports (April & May, 2012)**

Ronnie Fell reported three of the ambulances are working. Two medic positions (one that was an EMT) needed to be replaced as a result of losing one medic to Miami and one to another job. The Department hired two medics. The EMT will be a paid paramedic. There are 12 paid paramedics. The question was asked if more medics would reduce overtime. All other paramedics have a second job except Frankie. The Department "thanked the Commissioners for the stretchers", which will be placed in the two newest trucks. For the out-of-service ambulance, Ford said there is not a part in the country. If a make shift part is used, it will void the warranty.

### **12. FIRE DEPARTMENT REPORT**

#### **12.A. KLVFD Finance Reports (January-May 2012)**

Chief Garcia reported, there was a lot of information provided at the County Fire Chiefs Assn. The radio system will be re-banded, and the good thing is the trucks will be reprogrammable. The department is looking at two of the NFA Classes, a basic ICS Class and leadership. The department needs at least 20 people on a Thursday night. Legislation has been introduced where the county may have to pay back Medicaid. If the county has a large amount of money to pay back will the fire district be exempt from having to pay back Medicaid. The Corps has not received any notification from the State or County.



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### **13. COMMISSIONER'S ITEMS**

The Commissioners agreed to postpone the July 9<sup>th</sup> meeting to July 23, 2012.

**Motion:** Commissioner Wheaton made a motion **to postpone the July 9<sup>th</sup> meeting to July 23, 2012.** This motion seconded by Commissioner Miller. The Board unanimously passed this motion.

### **14. ADJOURN**

Commissioner Miller made a Motion to Adjourn the meeting at 8:14 p.m., which was seconded by Commissioner Beyer; and unanimously approved by the Board.

### **Next Scheduled Meetings:**

July 23, 2012 DISTRICT BUDGET WORKSHOP -- ADOPT PROPOSED MILLAGE & SET DATES/TIMES of PUBLIC HEARINGS/REVIEW of PROPOSED BUDGET (immediately followed by District Meeting)

August 13, 2012 District Meeting

August 27, 2012 District Meeting (if required)

September 10, 2012 *FIRST PUBLIC HEARING (immediately followed by District Meeting)*

September 24, 2012 *FINAL PUBLIC HEARING (immediately followed by District Meeting if required)*

### **Documents:**

120611 District Workshop Meeting Minutes June 11, 2012

120611 District Meeting Minutes June 11, 2012

120625 Resolution #2012-002 Budget Amendment

120625 Resolution #2012-002 Exhibit A

120622 Keys

Dynamics Website Proposal

120619 KLVAC Purchase Order Stryker (\$46,768.00)

120401-120531 KLFR&EMS District Financial Reports (April & May 2012)

120401-120531 KLVAC Performance Report (April & May 2012)

120101-120531 KLVFD Finance Reports (January-May 2012)