



# KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Jennifer Miller; Seat 3: Bob Thomas; Seat 4: George Mirabella; Seat 5: Marilyn Beyer

## DISTRICT BUDGET WORKSHOP MEETING MINUTES – JUNE 24, 2013 – DRAFT

### 1. AGENDA

#### 1.A. Call to Order

Vice-Chairman Thomas called the meeting to order at 6:00 p.m.

#### 1.B. Pledge of Allegiance

Commissioner Mirabella led the Pledge of Allegiance.

#### 1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, George Mirabella, and Bob Thomas. Commissioner Miller was out of town and Commissioner Beyer was unavailable due to a death in the family. There was a quorum.

Also present were: Don Bock, Vicky Fay, James Griffeth, Scott Robinson, Theron Simmons, Jennifer Zimmer and Ben Zeskind. The meeting was held at Station 24

#### 1.D. Approval of Agenda

**Motion:** Commissioner Allen made a motion to **approve the June 24, 2013 Budget Workshop Agenda**. Commissioner Mirabella seconded the motion, and the Board unanimously passed the motion.

### 2. PUBLIC COMMENT

There were no requests from the general public to address the Board.

### 3. DISCUSSION: KLVAC FY 2013-2014 Proposed Budget

Jennifer Zimmer presented the proposed changes for the Corps budget as follows:

Acct 120 Wages and Salaries: There is a proposed 3% increase for Betsy and the paramedics. While the billing fee is expected to increase 0.1%, the revenues are expected to be approximately 19% higher. The medic's payroll is budgeted for \$282,847. It is expected that only \$50,160 will not be covered by the fees.

Acct 121 Volunteer Pay: There is a proposed 3% increase for the volunteers.

Acct 140 Overtime: The estimated overtime is \$11,106.

Acct 314 Legal Services: The Corps requests \$4,810 for legal fees.

Acct 320 Accounting & Financial Services: This is projected to increase from \$9,711 to \$10,500.

Acct 400 Travel & Per Diem: This remains the same as last year, \$4,500.

Acct 410 Phones: This item includes internet and cable. One phone bill will no longer be shared with the Trauma District; therefore, there will be an increase next fiscal year.

Acct 440 Rental Equipment: Oxygen bottles are now rented monthly. At an average cost of \$100 per month, the cost is estimated at \$1,200 next year. Keys Business Solutions is the provider for the copy machine, and the oxygen bottles for a total of \$3,860.



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### 4. DISCUSSION: KLVAC FY 2013-2014 Proposed Budget

Acct 450 Insurance & Risk Mgmt: The Corps is still waiting one price quote for AD&D insurance. Commissioner Thomas expressed concern that several vehicles have \$250.00 deductibles. He is still awaiting new quotes with \$1,000 and \$2,000 deductibles. Chief Bock will check on the quotes. The Fire Dept. uses VFIS, and the Corps used Regan Insurance for vehicles. While at the FASD Conference. When Tom Tharp was at the FASD Conference, he found an additional insurance carrier for Workman's Comp and AD&D. He provided the information to the department.

Acct 313 Professional Fees: Dr. Steed is the medical director, and Dr. Steed has not requested a raise.

Acct 470 Printing and Binding: Printing and binding expenses are down from the previous year.

Acct 491 Training Instructor Fees & Education: This is projected at \$7,800, \$600.00 less than last year.

Acct 520 Operating Supplies: Operating supplies are down by \$500.00

Acct 522 Diesel Fuel: This budget year diesel fuel was estimated at \$15,000, and the actual year-to-date is \$15,646. Due to the rising fuel costs, this expense is being increased \$17,000.

Acct 640: Capital Outlay Equipment: The Corps Budgeted \$8,940 for two new radios and two new papers.

The total budget is \$611,665, which is down \$15,019 (2/4 %) from the FY 12-13 budget of \$626,684.

Commissioner Thomas indicated that membership retention this is a good idea. The EAP Fees are \$90.00 per month. The District normally provides a raise when Monroe County provides an increase to employees. Commissioner Mirabella indicated confirmation of the raise should wait until July 1<sup>st</sup> when the District will receive the projected revenue from the County. The Corps postponed the ambulance from 2014 to 2015. The Corps still needs to add Workman's Comp to the budget. Jennifer Zimmer reported a lot of government clients are moving their insurance to the Florida League of Cities, and she will research for the District.

### 5. ADJOURN

Commissioner Mirabella made a Motion to adjourn at 6:23 p.m., which was seconded by Commissioner Allen, and unanimously approved by the Board.

### DOCUMENTS

KLVAC Proposed Budget FY 2013-2014

KLVAC Budget Explanation and Justifications