

ACTION ITEM FROM MEETING	ASSIGNED TO	ITEM	TARGET DATE	STATUS	COMMENTS . . . For July 25, 2016 Meeting (07/19)
"From 2014 From 2011 SP: Property	Fire Department Board District Board	Research ISO Computer Program AI 6.E. FASD recommends developing a Social Media Policy (Need Board Direction) Create Fire Training Grounds	09/30/2014 2013 Ongoing Ongoing	Keep this item? Keep this item? Keep this item?	This is the ISO program that shows the ratings for homes. The Clerk and Legal need Board direction if they would like the District to pursue establishing this policy. The District Board will need to identify if this is a project they would like to pursue.
S.5 Training	Allen, Garrido	Training	2016 (3rd Qtr)		Scheduled for July 25th Meeting
S.6 EMS Cost Recovery	Cullen, Bock	EMS Cost Recovery	2016 (3rd Qtr)		Scheduled for 07/25/16 Meeting
O.4 Limited Revenue Sources	Cullen/Bock	Review Department Services to identify those items that are eligible to be billed.	2016 (3rd Qtr)		Scheduled for July 25th meeting.
S.7 Strong Volunteerism	Beyer	Strong Volunteerism	2016 (3rd Qtr)		Schedule for 08/22/16 Meeting
O.1 Cadet Program	Mirabella	Create a Cadet Program	2016 (3rd Qtr)		160613 Commissioner Mirabella will revise the Cadet Program Procedure and resubmit to the Board.
O.4 Limited Revenue Sources	Simmons	Review Department Cost Recovery: Review FL Statute 191	2016 (3rd Qtr)		160720 Statute was changed to FS 191; 160627 Legal is reviewing.
W.2 & O.2 Create Guaranteed Staffing	Departments	Create Guaranteed Staffing by Creating retention incentives: Review salary increase, 401k, and build advancement within the	2016 (3rd Qtr)		160711 Guaranteed Staffing being reviewed during Budget Process.
W.2 & T.1 Create Guaranteed Staffing	Departments	Create Guaranteed Staffing by Minimizing loss of staffing: Develop and Expand the Core Group of Employees and Consider Increasing	2016 (3rd Qtr)		160711 Guaranteed Staffing being reviewed during Budget Process.
W.2 & W.1 Create Guaranteed Staffing	Departments	Create Guaranteed Staffing by Recruiting local volunteers: Calculate the cost of conducting Firefighter I training, and place advertising to	2016 (3rd Qtr)		160711 Guaranteed Staffing being reviewed during Budget Process.
O.3 Ensure Capital Improvement Funding	Thomas	Prepare ILA for Impact Fees.	2016 (3rd Qtr)		160627 Legal awaiting feedback from County as of 06/22/16.
O.3 Ensure Capital Improvement Funding	Thomas	Finalize Sales Tax ILA.	2016 (3rd Qtr)		160627 Legal is setting up meeting with County.
O.3 Ensure Capital Improvement Funding	Thomas	Monitor and conduct communications with the County.	2016 Ongoing	Should this be deleted?	160627 Legal awaiting feedback from County as of 06/22/16.
S.3 Controlling Finances	Beyer, Johnson	Quarterly Department Meeting (From Strategic Plan Controlling Finances)	2016 (4th Qtr)		The Clerk will schedule a Department Workshop the 4th Qtr of 2016.
T.4 Identify Potential Legislation Important to District	Simmons	Identify Potential Legislation Important to District & Identify a District representative to represent the District, if/when required.	2016 (4th Qtr)		Review upcoming 2017 Legislation.
	Thomas	Fire Hydrant Project Phase 5 (FY 2016-2017)	2016 (4th Qtr)		160712 FDOT received the paperwork for the Phase 5 hydrant that requires FDOT approval.
S.2 Community Support	Cullen, Bock	Community Support	2016 Ongoing		160523 The departments currently has an AED, CPR, Child Car Seat Installation and Address (residence/business) Verification Programs in place.
W.3 Improve Fractured Internal/External	District Board & Staff	Identify when substantial staff time is required to research an item.	2016 Ongoing		
W.3 Improve Fractured Internal/External	District Board & Staff	Notify Clerk to disseminate information on issues of which the entire board should be aware.	2016 Ongoing		
W.3 Improve Fractured Internal/External	Legal	Submit monthly legal report.	2016 Ongoing		
SP: Outreach	Fay	Update Website User Friendliness	2016 Ongoing		150506 Extensive work on Commissioners & News Sections: The Home, Commissioners, Schedule, News-Press, Volunteer pages have been reviewed and updated. All sections have been updated through 12/31/13. The website was reviewed in April, and numerous pages were slightly modified.

SP: Outreach	Fay	Create a Communications Plan Proposal for the District Board to consider Press Releases, Facebook & Twitter	2016 Ongoing	160722: Trauma Star Press Release distributed; 150323: Press Releases were issued for Smoke Alarms and the KLVFD Call Volume; 150205 Press Release 2015 Accomplishments. 160523 Per Chief Back, Miami-Dade needs a copy of the Mutual Aid Agreement; 160121 Per Chief Back the Miami Dade Review process takes approximately 1 year to complete. 150511: The agreement needs to be approved by Miami Dade's Fire Chief, MDR Legal, the MD County Administrator, MD County Legal & then it goes to the Miami District. 160627: The District did not receive the 2016 DOH Grant. 160506: The District applied for the FP&S Grant; 160425 The District will apply for the FEMA FP&S Grant; 160323 The District applied for the DOH Grant; 160216 The Corps will apply for a DOH grant for training. 160118 The 2016 DOH Grant is being reviewed to determine if the District will submit a grant for the Corps. 160115 The District submitted the 2015 AFG Grant.
SP: Funding	Fay	Pursue additional grant funding	2016 Ongoing	

T.2 Monitor the Economy	District Board	Review economic indicators and budget accordingly.	2017 (2nd Qtr)	Review during the budget process.
T.5 Maintain Awareness of Global Warming Issues	District Board	Maintain Awareness of Global Warming Issues	2017 (2nd Qtr)	Periodically review this item to identify if action is required.
T.3 Review Capital Budget	Fay	Draft Procedure 31-4, Acquisition & Disposition of Assets Purchased with Federal Funds	2017 (2nd Qtr)	
	Johnson	Review and update the Five-Year Capital Improvement Plan annually.	2017 (2nd Qtr)	160627 The Five-Year Capital Improvement Plan was updated and distributed to the Board on 4/25/16.
	Thomas	Fire Hydrant Project Phase 6 (FY 2017-2018)	2017-2018	160725 Garrido is identifying the sub-divisions and prioritizing Phase 6 for submittal to FCAA for approval of identified locations.

S.1 Unity of District/Departments	Simmons	Unity of District/Departments	05/23/2016	160523 This item was closed at the June 27th meeting.
S.4 Board Diversity	Thomas, Simmo	Board Diversity	2016	160627 The Board closed this item at the June 27th meeting.
S.3 Controlling Finances	Beyer, Johnson	Prepare Mutual Aid Agreement with Ocean Reef	2016	160627: The Board approved the Mutual Aid Agreement on 16/06/27. Ocean Reef did not foresee any problems with the Mutual Aid Agreement, and the Ocean Reef Attorney is reviewing.
W.4 Limited Revenue Sources	N/A	Controlling Finances	06/27/2016	160627 Commissioner Beyer & Johnson made a presentation to the Board. The Board will schedule a quarterly meeting.
O.5 ILA Impact	N/A	Limited Revenue Sources	Closed	Deleted and combined with Cost Recovery
	N/A	ILA Impact	Closed	Deleted and combined with Capital Funding
O.5 ILA Impact	N/A	ILA Impact	Closed	Deleted and combined with Capital Funding