

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

MEETING MINUTES - FINAL
November 28, 2005

Attendees: Chairman, Bill Andersen: Commissioners: Marilyn Beyer, Mike Cavagnaro, Pam Steed, Mark Wheaton. Also present were: Brenda Beckmann, Vicky Fay, Chris Fleming, Sergio Garcia, Dirk Smits and Theron Simmons.

Call to Order: Chairman, Bill Andersen called the meeting to order at 6:00 p.m.

Roll Call: Vicky Fay called the roll, and all of the Commissioners were present.

Pledge of Allegiance: Pam Steed led us in the Pledge of Allegiance.

Changes or Additions to the Agenda: Mark Wheaton made a motion, which was seconded by Mark Cavagnaro to accept the agenda with no changes.

Approval of the November 14th Minutes: Mark Wheaton made a motion, which was seconded by Mike Cavagnaro to accept the minutes with one changes. The motion was unanimously accepted by the Board.

Chairman's Report: Bill Andersen reported that he signed the Interlocal Agreement for the \$100,000 advance to the District, and returned it to the County; and that DCA has submitted an invoice to the district for \$175.00 for our district to become a business. Andersen also asked when Vernis & Bowling would need to start billing, and Dirk Smits indicated no invoices would be submitted at this time.

Transition Team: The status of the Action Item List was discussed. The Fire Marshall will be added to the November 29th Transition Team Agenda. The Fire Department wants to be sure to discuss building maintenance and vehicle replacement.

District Bank Accounts: Marilyn Beyer is obtaining bids from three local banks to handle the District funds. All of the Commissioners will be signers on the selected account.

Proposal (Rosasco, Reasin & Company): Cindy Lawson discussed the following financial issues:

- 1) Recommends District funds be spent in accordance with policies and procedures
- 2) Board needs to consider adopting a budget for the advance
- 3) Someone from the firm will attend the Transition Team Meetings
- 4) District needs to obtain a complete breakdown of the full-cost allocation
- 5) District needs to obtain the \$\$\$ allocated for the general fund & MSTU
- 6) District needs to clearly identify funding for the County services we will maintain
- 7) District needs to obtain bonds for the commissioners.
- 8) Cindy will submit an engagement letter for district accounting/bookkeeping services.

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EMS Department Report: Brenda Beckmann reported EMS is waiting for the roof estimate, the tower is OK, temporary repairs are complete, and that the air conditioner was added to the claim.

Fire Department Report: Sergio Garcia reported the status of the North Station, a motor may need to be replaced for the electronic gate, and there is a location for EMS to park an ambulance at the new station.

The County is currently looking into charging insurance companies when the County responds to fires and accidents. The majority of auto accidents do not involve Upper Keys residents. The issue of the Fire Department responding to false alarms, and charging customers for responding to those alarms was discussed. Brenda stated the Ambulance Department has been charging back to insurance companies for several years, and they only collect on about 63% of their calls. No decisions were made concerning charging Key Largo residents at this meeting. It was agreed that Sergio Garcia will invite a representative from one of the firms to make a presentation to the Board at a later date.

***The December 5th meeting was cancelled,
and the next meeting is scheduled for December 12th, 2005.***

Adjourn: Mark Wheaton moved which Pam Steed seconded, and was unanimously approved to adjourn the meeting at 7:30 p.m.