



## KEY LARGO FIRE RESCUE & EMS DISTRICT

*Seat 1, William A. Andersen, Seat 2, Michael Cavagnaro;  
Seat 3, Mark Wheaton; Seat 4, Tom Tharp;  
Seat 5, Marilyn Beyer*

### KEY LARGO FIRE & EMS DISTRICT MEETING NOVEMBER 10, 2008 - **FINAL**

**Attendees:** Chairman, Bill Andersen; Commissioners: Mike Cavagnaro, Tom Tharp and Mark Wheaton. Also present were: Brenda Beckmann, Johnny Delgado, Vicky Fay, Chief Garcia, Laurie Harrison, Joshua Hauserman, Mike Jenkins, Asst. Chief Ogden. The meeting was held at Station #24.

#### **1. AGENDA**

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

Chairman, Bill Andersen called the meeting to order at 5.59 p.m.

###### **1.B. Pledge of Allegiance**

Commissioner Tharp led the Pledge of Allegiance.

###### **1.C. Roll Call**

Vicky Fay called the roll. The following Commissioners were present: Bill Andersen, Mike Cavagnaro, Tom Tharp and Mark Wheaton. Marilyn Beyer was absent due to her son's accident. There was a quorum.

#### **2. OATH OF OFFICE & ELECTION OF OFFICERS**

##### **2.A. OATH of Office (New Officers)**

Joshua Hauserman administered the Oath of Office for Commissioner Andersen and Commissioner Wheaton.

##### **Approval of the Agenda**

It was requested that item 6.C. Approval/Motion: Purchase Order to Municipal Equipment Company for the AFG Grant Personal Protective Equipment be removed from the agenda and that the Approval of the Agenda be added to the Agenda.

***Motion:*** Commissioner Tharp *made a motion to remove item 6.C for the Personal Protective Equipment from the Agenda and add the Approval of the Agenda to the Agenda.* This motion was seconded by Commissioner Cavagnaro and was unanimously passed by the Board.

#### **ADJOURN & RECONVENE**

The meeting was adjourned at 6:15 p.m. and reconvened at 7:02 p.m.

##### **2.B. ELECTION of OFFICERS**

###### **For the Office of District Chairman**

***Motion:*** Commissioner Cavagnaro nominated and *made a motion for Commissioner Andersen to be selected as the Chairman of the District.* This motion was seconded by Commissioner Wheaton and was unanimously passed by the Board.

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KLFR&EMS District, P. O. Box 371023, Key Largo, FL 33037-1023



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#### ***For the Office of District Vice-Chairman***

***Motion:*** Commissioner Cavagnaro nominated and ***made a motion for Commissioner Wheaton to be selected as the Vice-Chairman of the District.*** This motion was seconded by Commissioner Tharp and was unanimously passed by the Board.

#### ***For the Office of District Secretary & Treasurer***

***Motion:*** Commissioner Cavagnaro nominated and ***made a motion for Commissioner Beyer to be selected as Secretary & Treasurer for the District.*** This motion was seconded by Commissioner Wheaton and was unanimously passed by the Board. Chairman Andersen called Commissioner Beyer to confirm she would be willing to accept the position as the Secretary & Treasurer, which Commissioner Beyer accepted.

### **3. CHAIRMAN'S REPORT**

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

### **4. SECRETARY'S REPORT**

#### **4.A. APPROVAL OF MINUTES**

##### **4.A.1 Minutes for the October 20, 2008 – District Meeting**

***Motion:*** Commissioner Tharp ***made a motion to accept the October 20, 2008 minutes with the minor correction noted.*** This motion was seconded by Commissioner Wheaton and was unanimously passed by the Board.

### **5. OLD BUSINESS**

#### **5.A. KLVFD: Status Small Claims Court-Overholt**

Joshua Hauserman reported the DEP standards for the fuel source tanks have been completed, and that the District received a total reimbursement for this expense from Overholt Construction. This item is considered closed.

#### **5.B. AFG & Safer Grant Status**

Commissioner Tharp reported there has been a hiatus awarding the AFG/Safer Grants since September. Awarding of grants is expected to resume within the next two weeks. No word has been received from Washington regarding the Safer Grant for the LOSAP Program.

#### **5.C. Trauma Star**

Chairman Andersen reported the advertising approved at the last meeting was under budget at \$3,634.12. Commissioner Tharp reported that the county-wide vote was 55% yes 45% no, with all communities north of Marathon voting no.

The County would assess the \$2.4 million from Key West up to and including Ocean Reef. It was recommended that the District have agreements with Miami Dade and Life Net to strengthen the District's position to ensure the District can opt out of the Trauma Star tax.

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#### **5.C. Trauma Star (Continued)**

The Key Largo Volunteer Ambulance Corporation currently has a four-party protocol in place that would cover the district. Two concerns are that the county will call Trauma Star to go to Stock Island, and overlook calling Life Net that is sitting in Stock Island; and that Trauma Star has two different fee schedules for services. The District may advertise a meeting for the Board to vote on whether to OPT out of the Trauma Star referendum.

***Motion:*** Commissioner Tharp *made a motion to send a letter to all the BOCC Commissioners to opt out and request they do their due diligence regarding Trauma Star.* This motion was seconded by Commissioner Cavagnaro and was unanimously passed by the Board.

Commissioner Cavagnaro suggested all of the Commissioners contact the BOCC Commissioners. Joshua Hauserman was directed to prepare the letter. Vicky Fay will email the letter to the BOCC prior to the November 19, 2008 BOCC Meeting.

#### **6. NEW BUSINESS (ACTION)**

##### **6.A. Approval/Motion: Resolution #2008-006 Budget Amendment (FY 07-08)**

***Motion:*** Commissioner Wheaton *made a motion to approve Resolution #2008-006, which is the Budget Amendment for FY 2007-2008.* This motion was seconded by Commissioner Cavagnaro and was unanimously passed by the Board.

##### **6.B. Approval/Motion: Check Request for Bishop, Rosasco & Co. (\$13,126.25)**

***Motion:*** Commissioner Cavagnaro *made a motion to approve the check request to Bishop and Rosasco in the amount of \$13,126.25.* This motion was seconded by Commissioner Wheaton and was unanimously passed by the Board.

##### **6.C. This item was removed from the Agenda.**

##### **6.D. Approval/Motion: Purchase Order to Sun Communications for AFG Grant Approved Equipment - Pagers (\$12,270.00)**

***Motion:*** Commissioner Cavagnaro *made a motion to approve the Sun Communications Purchase Order for the pagers approved in the AFG Grant in the amount of \$12,270.00.* This motion was seconded by Commissioner Wheaton and was unanimously passed by the Board.

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#### **6. NEW BUSINESS (ACTION)**

##### **6.E. Approval/Motion: Purchase Order to Sun Communications for AFG Grant Approved Equipment – Mobile Radios (\$35,093.30)**

***Motion:*** Commissioner Wheaton *made a motion to approve the Sun Communications Purchase Order for the mobile radios approved in the AFG Grant in the amount of \$35,093.30.* This motion was seconded by Commissioner Cavagnaro and was unanimously passed by the Board.

##### **6.F. KLFR&EMS District Annual Report (2007-2008)**

Vicky Fay reported the District's Annual Report was filed in accordance with Florida State Statutes. One copy of the report will be filed in the Fire Proof Safe, which Commissioner Beyer is ordering.

##### **6.G. Trip Report (VCOS Symposium)**

Commissioner Tharp attended the meeting to Clearwater, and there were 38 Special Fire District Commissioners attending from Special Districts in the United States. There were several different organizational structures discussed. Commissioner Tharp recommended Chief Garcia check [www.targetssafety.com/grant](http://www.targetssafety.com/grant) as they have funds available for training. Commissioner Wheaton has the Symposium handout. There is a website [www.lamresponding.com](http://www.lamresponding.com). It is available for \$800.00 per year, and allows the chief to know what people are responding to the fire. It was recommended Chief Garcia perhaps investigate this site and also research a possible Fire Sprinkler ordinance.

#### **7. FINANCIAL REPORT**

##### **7.A. Financial Report (September, 2008)**

Lauri Harrison reviewed the September, 2008 Financial Report. While these numbers reflect the end of the Fiscal Year numbers, they are unaudited numbers.

#### **8. LEGAL COUNSEL REPORT**

Joshua Hauserman reported the check from Overholt was received because the Board decided to file suit.

#### **9. EMS DEPARTMENT REPORT**

Brenda Beckmann reported there were no Halloween problems. The new ambulance should be back this week, and it is a beautiful ambulance and should be in service within the next 30 days. There is a buyer for the old ambulance. Joshua Hauserman and Vicky Fay were directed to advertise for an Invitation to Bid to sell the ambulance. The department received 10 new pagers.

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#### **9. EMS DEPARTMENT REPORT**

The KLVAC will receive special training on how to work collaboratively with the SWAT Team and Special Operations Team.

***Motion:*** Commissioner Wheaton *made a motion to dispose of the old ambulance.*  
This motion was seconded by Commissioner Cavagnaro and was unanimously passed by the Board.

There will be a Veteran's Day Ceremony on November 11<sup>th</sup> at 11:00 a.m. at TIB Bank.

#### **10. FIRE DEPARTMENT REPORT**

The Department hired a new Firefighter II that is a driver; in December Pump and Ops Training will begin for 3 employees and 3 volunteers; the Chief, Asst. Chief and Ed Nicole toured the new sites for the 20 hydrants.

Chief Garcia returned from the Florida Fire College. The requirements for training have been increased to 160 hours for Firefighter I and 40 hours for 1<sup>st</sup> Responder. The number of practical training hours is being increased after July. The old test cannot be used after December 2010. Firefighter 1 only has a written test and Firefighter 2 requires practical testing. Firefighter 1 will require both a written and practical test.

The Water Rescue truck for the mid point inspection in December; Ike will write the specs for Squad 24 within the next couple of meetings; the Reimbursement/Shift Committee will review the structure to get the best bang for the money with the most coverage; and Elections are in December and Chief Garcia will run for another two-year term. Commissioner Wheaton congratulated the Department on the great job on the Halloween House

#### **11. ADJOURN**

Commissioner Wheaton made a motion to adjourn at 8:10 p.m.

#### **Next Scheduled Meeting:**

December 8, 2008

#### **DOCUMENTS**

11/07/08 Meeting Minutes October 20, 2008 –District Meeting  
10/29/08 KLVFD: Status Small Claims Court-Overholt  
11/07/08 Resolution #2008-006 Budget Amendment (FY 07-08)  
11/07/08 Check Request: Bishop, Rosasco & Co.  
10/15/08 Purchase Order: Municipal Equipment Company (\$58,575.00)  
11/07/08 Purchase Order: Sun Communications (\$12,270.00)  
11/07/08 Purchase Order: Sun Communications (\$35,093.30)  
10/30/08 Annual Report Financial Report (FY 07-08)

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