



KLFR&EMS DISTRICT – MEETING MINUTES JUNE 15, 2009 – FINAL

Attendees: Attendees: Chairman, William Andersen, Commissioners: Marilyn Beyer, and Mike Cavagnaro. Also present were: Vicky Fay, Sergio Garcia, Joshua Hauserman, Mike Jenkins, Linda Newman, and Jennifer Zimmer. The meeting was held at the KLVAC Building.

1. AGENDA

1.A. Call to Order

Chairman Andersen called the meeting to order at 6:06 p.m.

1.B. Pledge of Allegiance

Commissioner Cavagnaro led the Pledge of Allegiance.

1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Mike Cavagnaro. Commissioner Tharp was out of town due to business, Commissioner Wheaton was absent. There was a quorum.

2. Discussion: KLVFD 2009-2010 Proposed Budget

Chief Garcia presented the proposed FY 2009-2010 budget. There are Step Plan increases for the paid firefighters. Last year the District approved one new firefighter. Since last year's budget with paid personnel and volunteers, 24 hour coverage has been implemented at the North Station. One new firefighter is being proposed. The addition of one firefighter will help with scheduling.

The following budget line items were discussed:

- . The volunteer reimbursements are consistent with FY 2008-2009 budget and the budget amendments.
- . A Staffing Needs Report was presented. The District has an average of eight volunteers per fire; the volunteer hours to be scheduled are 4,380 hours, which is equal to 2 volunteers; and the budget proposes one new firefighter for Station #24. The schedule is now turned in on-line and Vanessa schedules by seniority; Driver engineers have preference, and they can bump the low person. Each fire requires two engines, one tanker and one air truck.
- . Last year the Board adopted the step plan, no cost of living was approved, and people are not contributing to the 401 K Plan.
- . The department proposes the Paid Personnel enter into the Florida State Retirement Employer Contribution Plan; FRS also provides disability (65% pay if injured on the job) and other benefits for the employees and their family (including help with insurance). Finance noted that if the Florida State Retirement Plan is accepted, the district would have to provide this to all full-time employees (including EMS personnel).
- .

The KLFR&EMS District Mission is to provide *exceptional* fire protection and emergency medical services *efficiently* and *cost-effectively* without compromising the health or safety of residents or personnel.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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

2. Discussion: KLVFD 2009-2010 Proposed Budget

- . The department proposes offering health insurance for the volunteers. A system would be established to identify the number of hours each volunteer member is required to volunteer to receive this benefit, as well as the cost to each participant.
- . The proposed Worker's Compensation fee is based upon no audit being conducted this year; and if an audit is not required, it would reduce the premium by approximately \$18,000. Worker's Compensation is required for paid personnel and volunteers. Linda Newman will revisit the Worker's Compensation Premium for 2009-2010.
- . The department is proposing Firefighter Medical Physicals: NFPA lists everything to be checked during the medical physical. There is a question on how to prorate based upon participation. The physicals will be \$350.00 for 20 firefighters. Physicals may range between \$350.00 to \$850.00. Joshua Hauserman will review the requirements for bidding a Doctor's services. It will be a mandatory program versus a voluntary program. Linda Newman will develop new budget numbers to include all volunteers.
Linda Newman will email the Firefighter Health Wellness & Fitness Training Program report to the Clerk and the Commissioners.
- . Repairs & Maintenance Buildings & Ground: Approximately \$25,000 was for Station #24 restrooms. Jennifer Zimmer will transfer the bathroom repairs to the capital account. The remaining \$27,000 is for all building and grounds maintenance.
- . Training: This is what is needed. Approximately four or five KLFR&EMS people may participate in the County training courses. Training is currently 200 hours, and State of Florida is making the Firefighter 1 mandate a written test, and next year start with practical tests. There will be no charge for county people to take county state-certified academy Fire II class in the summer. The training requirements are affecting all firefighters in the County.
- . Fire Hydrants are budgeted at \$150,000. In the 2008-2009 budget there were 20 hydrants budgeted (10 for each FY 2007-2008 and FY 2008-2009). Some residents' insurance rates have been significantly reduced with the addition of fire hydrants in their neighborhoods. The District may request that ISO conduct another rating for our District. Garcia recommended hydranting one neighborhood at a time.
- . Capital Outlay Equipment: There is a reduction from the previous year because of the grant. Toughbook computers need to be placed on both engines.
- . Capital Outlay: Vehicles: This is for a new Squad 24. It was on the truck replacement schedule and identified for replacement by the Consultants. Jay Ogden, Sergio Garcia, Ike Beal and Frank Moc meet to work on the specs for the vehicle. Commissioner Wheaton will work with the Committee. There needs to be two specifications developed one with the boom and one without the boom). The money is in reserve.
- . Capital Outlay: Small Tools & Equipment: This is consistent with the department's needs.

Jennifer Zimmer reported the District will not receive as much revenue as last year. The taxable value is down approximately 20% down from last year. The new revenue numbers will be released July 1st.

3. Public Comment: Questions and Answers

There were no comments from the General Public.

The KLFR&EMS District Mission is to provide *exceptional* fire protection and emergency medical services *efficiently* and *cost-effectively* without compromising the health or safety of residents or personnel.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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

4. Adjourn

Commissioner Cavagnaro made a motion to adjourn the meeting at 7:57 p.m.

Next Scheduled Meetings:

June 22 Budget Workshop (KLVAC Budget); June 22 District Board Meeting;
July 16 District Board Meeting (Adopt proposed Millage and establish dates/times for public hearings)
August 10 District Board Workshop (Final Review of Proposed Budget) & District Board Meeting
September 14 First Public Hearing (Adopt Tentative Millage Rate & Budget) & District Board Meeting
September 21 Final Public Hearing (Adopt Final Millage Rate & Budget) & District Board Meeting

The first proposed District Board Meeting in the 4th Quarter will be October 12, 2009.

DOCUMENTS:

2009-2010 Proposed KLVFD Budget
2009-2010 KLVFD Budget Power-Point Presentation Package
Powerpoint Presentation: Staffing Information Report
Budget Comparison (FY 2005-2006 through 2008-2009 & Proposed 2009-2010)
Key Largo Fire Rescue Monthly Schedule (2008 & 2009)

The KLFR&EMS District Mission is to provide *exceptional* fire protection and emergency medical services *efficiently* and *cost-effectively* without compromising the health or safety of residents or personnel.

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