



**PUBLIC WORKSHOP MEETING MINUTES
JUNE 21, 2010 -- FINAL**

Attendees: Chairman, William Andersen, Commissioners: Marilyn Beyer, Tom Tharp and Mark Wheaton were present.

Also present were: Brenda Beckmann, Vicky Fay, Sergio Garcia, Joshua Hauserman, Tara Morris, Jay Ogden, Dirk Smits, and Jennifer Zimmer. The meeting was held at Station #24.

1. AGENDA

1.A. Call to Order

Chairman Andersen called the meeting to order at 6:00 p.m.

1.B. Pledge of Allegiance

Commissioner Beyer led the Pledge of Allegiance.

1.C. Roll Call

Vicky Fay called the roll. The following Commissioners were present: William Andersen, Marilyn Beyer, Tom Tharp and Mark Wheaton. There was a quorum.

1.D. Approval of Agenda

Motion: Commissioner Beyer made a motion to ***approve the agenda***. This motion was seconded by Commissioner Wheaton, and the motion was passed unanimously by the Board.

2. DISCUSSION: KLVFD 2010-2011 Proposed Budget

3. PUBLIC COMMENT – Questions & Answers. There were no speakers from the Public.

120 Salaries and Wages: 3% increase for Betsy's salary and the Paramedic's salary. The 2010-2011 Transport Billing is estimated \$225,000.

121 Reimbursement: Remains the same as last year.

140 Paramedic overtime: Remains the same as last year.

230 Life & Health Insurance: This will increase by \$8,800 (Health) for the last three years.

240 Workman's Comp: This line item is not expected to change.

312 Medical Director: This should be \$18,000 instead of \$19,500.

312 Professional Services: Legal fees of \$8,292.00 should be removed. Use V & B for District-related questions and Jack Bridges for the Corporation only. IT work is included in the District.

320 Accounting Fees: 501C3 income and expenses should be at the corporate level. Commissioner Tharp suggested the departments request what they want from the accountant. Keys Accounting should have two separate billing accounts. Chief Bock will get with Finance. Commissioner Andersen requested a copy of the Corps and Fire Department 990 Forms for Finance.

320 Keith McCullough's estimate to conduct the Corps Audit is \$11,000.

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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

- 430 Utilities: No change is expected in the next fiscal year. The Trauma Center pays 1/2 of the Utilities.
- 460 Repair & Maintenance: Removed \$1,000 for backup; and move Keys Computing to 490.
- 461 Repair & Maintenance Cleaning: This is for cleaning of the classrooms as recommended by the audit. The crew takes care of the crew areas.
- 462 Repair & Maintenance: Vehicles: This item should be reduced to \$20,000, which is contingent upon replacing one ambulance. The Board recommended the problem ambulance be taken to Ford where the repair will be guaranteed.
- 470 Printing & Binding: This item is expected to be \$3,000 due to the new protocols, which require new books and new training.
- 490 General Departmental: Miscellaneous Expenses: Remove taxes.
- 490 General Departmental: The computer repairs and computer backups should be added to this account. The KLWTD assessment should be \$1,675.
- 491 Training: This includes Advanced Airway 15 people; Summit \$5,000; the Board requested clarification from Don Bock regarding Expo expenses; the Stemi Class cost is for the instructor to come to the District.
- 411 Advertising: There will be at least one ad (preferably two) in the paper per year. All corporation meetings are to be held under Sunshine.
- 412 Postage: This item is expected to remain the same as this year.
- 510 Office Supplies: This item should be reduced to \$2,000.00.
- 520 Operating Supplies: The station supplies should be reduced to \$4,800; Uniforms and Clothing is budgeted at \$6,500 -- 10 new members are expected next year; and Medical Supplies should be reduced to \$40,000.
- 522: Fuel: Diesel: There are no changes to fuel.
- 524: Medicine & Drugs: There are no changes.
- 540: Dues & Subscriptions should be reduced by \$1,000.
- 620: Capital Outlay: Buildings. The District requested the classroom remodel be placed on hold. Commissioner Wheaton requested additional information regarding the sewer lateral. The question was asked if the Department sell the aerobic System.
- 640: Capital Outlay: Equipment: Don Bock will confirm with Sun Communications the cost of the radios and pagers. The AED's should be removed from the budget; the Two Life-Packs will remain in the budget. The District will see if we can piggyback, and the \$135,000 for the ambulance will remain.
- 643: Capital Outlay: Computer Hardware & Software. This is an upgrade for the Zoll. It will be deleted from the Budget. The Board directed Chief Bock to obtain more detailed information regarding the upgrade.

Jennifer Zimmer will make the revisions and distribute to the Ambulance Corporation for their review.

4. ADJOURN

There was a Motion to Adjourn the meeting at 8:04 p.m.

DOCUMENTS:

2010-2011 Proposed KLVAC Budget
Rich Isaac Budget Projection Letter (5/24/10)
FY 2010-2011 Budget Justification
FY 2010-2011 EMS Medic Payroll
FY 2010 Proposed Volunteer Reimbursement Plan
FY 2010 Expense Details

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