

**OKALOOSA ISLAND FIRE DISTRICT**  
**REGULAR MONTHLY MEETING**  
**DECEMBER 20, 2017 AGENDA**

- I. **CALL TO ORDER:** Meeting called to order at \_\_\_\_\_ p.m. by Chairman Jones.
- II. **CALLING OF THE ROLL:** Present were Commissioners Jones \_\_\_\_\_ Mitchell \_\_\_\_\_  
Edlund \_\_\_\_\_ Simpson \_\_\_\_\_ Linz \_\_\_\_\_
- III. **APPROVAL OF THE DECEMBER 20, 2017 AGENDA:**
- (a) **PUBLIC COMMENTS:**
- IV. **APPROVAL OF MINUTES:** Minutes for the **NOVEMBER 2017** regular meeting.
- V. **APPROVAL OF THE FINANCIAL REPORT FOR: NOVEMBER 2017**
- VI. **OFFICERS REPORT:**
1. **Chairman, :**
  2. **Vice-Chairman, :**
  3. **Secretary/ Treasurer, :**
  4. **Department, Chief Carvalho:**
    - A. Reported **62 responses** for the month of **NOVEMBER 2017** (*82 for NOVEMBER 2016*)

*Response Summary:*

<u>0</u>	Fire Calls
<u>9</u>	False Alarms/Alarm Activations
<u>48</u>	EMS/ Rescue/ MVA
<u>5</u>	Other

**OKALOOSA ISLAND FIRE DISTRICT**  
**REGULAR MONTHLY MEETING**  
**DECEMBER 20, 2017 AGENDA**

- B. Fractile Response Times: Annually each January
- C. Vehicle Status Report:

**VII. OLD BUSINESS:**

- A. SHOP WITH A FIREFIGHTER/BIKES OR BUST
- B. CHRISTMAS PARTY
- C. BLUE TRUCK
- D. STATE BID VEHICLE PURCHASE

**VIII. NEW BUSINESS:**

- A. MEETING DATES FOR 2018-SUBMIT FOR COMMISSIONER APPROVAL
- B. LETTER FROM NW FL VOLUNTEER FIREFIGHTER WEEKEND COUNCIL
- C. INVENTORY 2017 (DISCUSSION)
- D. DE-COMMISSION LIST OF ITEMS
- E. PENSION ASSET SHORTFALL - APPROVAL REQUEST
- F. OCFRO/JTC/SPECIAL OPS

- IX. ADJOURNMENT:** Meeting was adjourned at \_\_\_\_\_ p.m.

**OKALOOSA ISLAND FIRE DISTRICT**  
**REGULAR MONTHLY MEETING**  
**NOVEMBER 15, 2017 AMENDED/ADOPTED AGENDA**

- I. **CALL TO ORDER:** Meeting called to order at \_\_\_\_\_ p.m. by Chairman Jones.
- II. **CALLING OF THE ROLL:** Present were Commissioners Jones \_\_\_\_\_ Mitchell \_\_\_\_\_  
Edlund \_\_\_\_\_ Simpson \_\_\_\_\_ Linz \_\_\_\_\_
- III. **APPROVAL OF THE NOVEMBER 15, 2017 AGENDA:**
- (a) **PUBLIC COMMENTS:**
- IV. **APPROVAL OF MINUTES:** Minutes for the **OCTOBER 2017** regular meeting.
- V. **APPROVAL OF THE FINANCIAL REPORT FOR: OCTOBER 2017**
- VI. **OFFICERS REPORT:**
1. **Chairman, :**
  2. **Vice-Chairman, :**
  3. **Secretary/ Treasurer, :**
  4. **Department Assistant Chief Carvalho:**
    - A. Reported **responses** for the month of **OCTOBER 2017 147 (83 for OCTOBER 2016)**

*Response Summary:*

<u>3</u>	Fire Calls
<u>22</u>	False Alarms/Alarm Activations
<u>106</u>	EMS/ Rescue/ MVA
<u>16</u>	Other

**OKALOOSA ISLAND FIRE DISTRICT**  
**REGULAR MONTHLY MEETING**  
**NOVEMBER 15, 2017 AMENDED/ADOPTED AGENDA**

- B. Fractile Response Times: Annually each January
- C. Vehicle Status Report: All trucks in service.

**VII. OLD BUSINESS:**

- A. BEACH TRUCK
- B. BANK UPDATES (EFCU)
- C. NEW FIREFIGHTER-ZANDER ANGELOVIC

**VIII. NEW BUSINESS:**

- A. BLUE EXPEDITION
- B. CONTRACTUAL SAVINGS
- C. BEACH REPORT EMAIL
- D. THEFT OF PROPERTY
- E. SHOP WITH A FIREFIGHTER/BIKES OR BUST
- F. CHRISTMAS PARTY (12/02/2017 @ 6:00 PM)

**IX. ADJOURNMENT:** Meeting was adjourned at \_\_\_\_\_ p.m.

**Okaloosa Island Fire District  
Board of Fire Commissioners Minutes  
NOVEMBER 15, 2017**

I. **MEETING:** Meeting was called to Order @5:30 P.M. by Chairman Jones.

II. **ROLL CALL:** All Fire Commissioners were present. Also present were Chief Carvalho and Assistant Chief Strawn.

III. **APPROVAL OF OCTOBER AGENDA:** Commissioner Jones called for an approval of the Agenda. **Commissioner Mitchell** made a motion to approve the Agenda, **Commissioner Simpson** seconded, all were in favor, none opposed, motion carried.

IV. **PUBLIC COMMENTS:** None

V. **APPROVAL OF THE MINUTES:** The minutes for the **OCTOBER 18, 2017** regular meeting were reviewed. **Commissioner Jones** called for corrections, deletions, and/or additions. **Commissioner Edlund** pointed out that he attended the previous meeting which the minutes do not show, **Commissioner Mitchell** made a motion to accept the Minutes with the change as described. **Commissioner Simpson** seconded the motion, all were in favor, none opposed, motion carried.

VI. **APPROVAL OF THE FINANCIALS FOR MONTH ENDING OCTOBER 2017.** **Commissioner Jones** called for an approval of the financials, which included the FY 17/18 P&L. **Commissioner Mitchell** made a motion to approve the financials as described. **Commissioner Simpson** seconded the motion, all were in favor, none opposed, motion carried.

VII. **REPORT OF OFFICERS:**

1. Chairman Jones: No Report.
2. Vice Chairman Edlund: No Report
3. Secretary/Treasurer Mitchell: No Report
4. Chief Carvalho Department Report:

A. Total responses for the month of October 2017 147  
(October 2016 83)

<u>4</u>	Fire Calls
<u>46</u>	Alarm Activations
<u>68</u>	EMS/Rescue/MVA
<u>29</u>	Other

B. Fractile/Response Times: Due Annually (January).

C. Vehicle Status Report: All trucks are in service.

### **VIII. OLD BUSINESS:**

A. BEACH TRUCK: The purchase of the new admin vehicle (State Bid) which will be utilized as the secondary/backup beach truck and as the shared Fire Chief and Inspector vehicle was discussed. We are completing the process and the issue of an aluminum body on the truck was discussed. This will be further investigated as whether this will cause too much corrosion to be a viable option. We will discuss further with the fleet manager and address the board at the next meeting.

B. BANK/FINANCIAL UPDATES: The banking changeover removing Chief Tilley as an account user and adding Assistant Chief Strawn has been completed. Additionally, Eglin Federal Credit Union (EFCU) has been requested to allow OIFD personnel the opportunity to personally bank with them as part of their Special Employee Group program. Chief Carvalho submitted on letterhead a request for OIFD upon approval, to be accepted as an employer organization.

C. NEW FIREFIGHTER- ZANDER ANGELOVIC: OIFD would like to welcome our newest member. Zander will be at the Christmas Party and will be introduced to the Fire Board there.

### **IX. NEW BUSINESS:**

A. BLUE EXPEDITION: Chief Carvalho stated to the Fire Board that the Blue Expedition is officially dead. The truck had been running rough and hot for a while and when serviced the mechanic at L&L stated the engine block was cracked and the head gasket was blown. The cost to repair was impractical. Chief Carvalho asked that the truck be decommissioned and be utilized as a training vehicle. **Commissioner Mitchell** made a motion that the vehicle

be decommissioned and then used as a training aid and that additionally we attempt to sell the wheels or keep them for use on another vehicle. **Commissioner Linz** seconded the motion, all in favor, none opposed. Motion carried. Chief Carvalho stated that he would contact the Fire Board when it came time to train so that they could watch some of the training activities.

- B. CONTRACTUAL SAVINGS: Chief Carvalho presented to the board the savings to the district from the previous *Fire Chief Employment Agreement* to the current agreement. Attorney Jeff McGinnis worked on the agreement and had asked for these savings to be addressed to the board.
- C. BEACH REPORT EMAIL: Chief Carvalho read 2 e-mails into the minutes related to beach runs and a Halloween event that we attended. Both e-mails were positive and thanking us for our service and participation.
- D. THEFT OF PROPERTY: Chief Carvalho discussed a burglary by smash-and-grab that took place at the Destin Dog Park whereas his personal vehicle (and 3 others) were broken into by smashing the windows and grabbing his briefcase type bag that contained his OIFD pager and SLERS radio. Chief Carvalho stated that several days later a woman attempted to fraudulently cash one of his voided checks and was apprehended after a high-speed chase from Gulf Breeze to Destin. A police report was generated and the OIFD property items were included in the original report. No information on the stolen items have been related as of yet, however the OCSO Deputy stated that they believe the suspect has been apprehended.
- E. SHOP WITH A FIREFIGHTER/BIKES OR BUST: Daniel Blair LOCAL 2617 President gave a briefing on this year's charity events and those wishing to give can do so by providing the donation to the union and they would assist purchasing the items.
- F. CHRISTMAS PARTY: The party is on 12/2/2017 at 6pm

**ADJOURNMENT:** With nothing further, the meeting was adjourned at 6:44 p.m.

These minutes are approved and attested to by signature.

---

Catherine A. Jones  
Chairman

---

Mike Mitchell  
Secretary



**NOTICE OF OKALOOSA ISLAND FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS 2018 ANNUAL MEETING SCHEDULE**

**THE OKALOOSA ISLAND FIRE DISTRICT BOARD OF FIRE COMMISSIONERS** have established its standing monthly meeting schedule for 2018. The Board will conduct regular meetings on the third Wednesday of each month, unless that day is a holiday, then the meeting will be conducted on the following Wednesday. All meetings of the Okaloosa Island Fire District Board of Commissioners will be conducted at 5:30 P.M., at the James F. Hooks Public Safety Center Okaloosa Island Fire District, 104 Santa Rosa Boulevard, Fort Walton Beach, Florida. The meeting schedule may be modified from time to time by action of the Board. The meetings of the Okaloosa Island Fire District Board of Fire Commissioners are open to the press and public. The regular Board meetings will be on the following dates:

January 17, 2018  
February 21, 2018  
March 21, 2018  
April 18, 2018  
May 16, 2018  
June 20, 2018  
July 18, 2018  
August 15, 2018  
September 19, 2018  
October 17, 2018  
November 21, 2018  
December 19, 2018  
January 16, 2019

A copy of the agenda for any meeting may be obtained by writing to the James F. Hooks Public Safety Center Okaloosa Island Fire District, 104 Santa Rosa Boulevard, Fort Walton Beach, FL 32548. Any interested party who decides to appeal any decision made by the Okaloosa Island Fire District Board of Fire Commissioners with respect to any matter considered during these meetings, will need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the Board of Fire Commissioners for the introduction or admission of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed by law.

In accordance with the Americans with Disabilities Act and 286.26 Florida Statutes, persons with disabilities needing special accommodations to participate in these meetings should contact the Okaloosa Island Fire District no later than seven days prior to the meeting by telephone at (850) 244-5373 x201 for assistance; if hearing impaired, telephone the Florida Relay Service Numbers (800) 955- 8771 (TDD) or (800) 955-8700 (voice) for assistance.

BY: Kevin Carvalho, Fire Chief





NW FL Volunteer Firefighter  
Weekend Council, Inc.

8820 Cagle Dr

Navarre, FL 32566

Tel: 877-686-3839

Fax: 877-468-7309

staff@nwflvolunteerffweekend.com

www.nwflvolunteerffweekend.com

FEIN: 20-8989636

November 28, 2017

Okaloosa Island Fire Department  
Kevin Carvalho, Fire Chief  
104 Santa Rosa Blvd  
Ft. Walton Beach, FL 32548

Dear Chief Carvalho:

On behalf of the students, the department they serve, and the Staff and volunteers of the Northwest Florida Volunteer Firefighter Weekend Council, I would like to personally thank you and your department for providing an apparatus for use during the Event. Without your support this event could not happen. Your donation allows us to adequately train our volunteer firefighters.

We have seen this educational event grow over the past twelve years into a major educational opportunity for Florida, Alabama, and Mississippi firefighters. Hurricane Irma caused us to reschedule to November but that did not keep the students away. The attendance was down because of this; however, the Event was a success. This year we had 185 students in attendance and they earned over 3,500 hours of free training.

The benefit to their communities will be enormous and far reaching. The training these firefighters received is not available to volunteer fire departments due to budget constraints and lack of resources.

This continuous growth of this event is only happening because of your involvement. Your support is what makes the program work. We look forward to your continued support for next year's event which is scheduled for September 12-16, 2018.

Again, thank you for supporting our volunteer firefighters and making this training opportunity a success.

Sincerely,

Charles Frank  
President

## 2017 DECOMMISSION INVENTORY LIST

- Lenovo ThinkCentre 3493EKU CPU
- DELL 81X05K1 CPU
- CRC CPU 1618045200764
- CRC CPU 16118045200522
- Samsung Syncmaster 731b (2) monitors
- Apple F4KKC58BF19N Tablet
- Motorola Minitor III Pager NRD3746E2AAAAAC
- Motorola i576 Flip Phone
- Motion Computing Tablet FWS-001 (00338384-CL900)
- Memorex CD-RW s/n 6151000624
- Acer Aspire One 12114788025
- Acer Aspire One 12114828625
- Acer Aspire One 00108178916