

OKALOOSA ISLAND FIRE DISTRICT
REGULAR MONTHLY MEETING
DECEMBER 18, 2019 AGENDA

I. **CALL TO ORDER:** Meeting called to order at _____ p.m. by Chairperson Jones.

II. **CALLING OF THE ROLL:** Present were Commissioners Jones _____ Mitchell _____
Edlund _____ Foster _____ Linz _____

III. **APPROVAL OF THE DECEMBER 18, 2019 AGENDA:**

(a) **PUBLIC COMMENTS:**

IV. **APPROVAL OF MINUTES:** Minutes for the **NOVEMBER 20, 2019** meeting.

V. **APPROVAL OF THE FINANCIAL REPORT FOR: DECEMBER 2019**

VI. **OFFICERS REPORT:**

1. **Chairperson:**

2. **Vice-Chairperson:**

3. **Secretary/ Treasurer**

4. **Department Chief Carvalho:**

A. Reported **72 responses** for the month of **NOVEMBER (98 for NOVEMBER 2018)**

Response Summary:

<u>6</u>	Fire Calls
<u>17</u>	False Alarms/Alarm Activations
<u>31</u>	EMS/ Rescue/ MVA
<u>18</u>	Other

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B. Fractile Response Times: Annually each January-Medical Division Officer Phil Metz will begin working on them after this meeting.

C. Vehicle Status Report: All trucks in service.

VII. OLD BUSINESS:

A. CHRISTMAS PARTY UPDATE – ASSISTANT CHIEF STRAWN

B. SHOP WITH A FIREFIGHTER – DONATIONS SEE DANIE OR LT DAN BLAIR

C.

VIII. NEW BUSINESS:

A. MEETING DATES FOR NEWSPAPER AD

B. BLOOD DRIVE

C.

IX. ADJOURNMENT: Meeting was adjourned at _____ p.m.

**Okaloosa Island Fire District
Board of Fire Commissioners Minutes
NOVEMBER 20, 2019**

- I. **MEETING:** Meeting was called to Order @5:30 P.M. by Vice-Chairperson Edlund.
- II. **ROLL CALL:** Present were Commissioner Edlund, Commissioner Linz and Commissioner Mitchell were present. Commissioners Jones and Foster were absent. Also present was Assistant Chief Strawn.
- III. **APPROVAL OF NOVEMBER AGENDA:** Vice-Chairperson Edlund called for an approval of the Agenda. **Commissioner Mitchell** made a motion to approve the Agenda, **Commissioner Linz** seconded, all were in favor, none opposed, motion carried.
- IV. **PUBLIC COMMENTS:**
- V. **APPROVAL OF THE MINUTES:** The minutes for the **October 18, 2019** regular meeting minutes were reviewed. Vice-Chairperson Edlund called for corrections, deletions, and/or additions. There being none, **Commissioner Mitchell** made a motion to accept the Minutes as presented. **Commissioner Linz** seconded the motion, all were in favor, none opposed, motion carried.
- VI. **APPROVAL OF THE FINANCIALS FOR MONTH ENDING NOVEMBER 2019.** Vice-Chairperson Edlund called for an approval of the financials. **Commissioner Mitchell** made a motion to approve the financials. **Commissioner Linz** seconded the motion, all were in favor, none opposed, motion carried.
- VII. **REPORT OF OFFICERS:**
1. Chairman Person Jones: No Report.
 2. Vice Chairperson Edlund: No Report
 3. Secretary/Treasurer Mitchell: No Report
 4. Assistant Chief Strawn Department Report:
- A. Total responses for the month of **OCTOBER 2019 92**
(*OCTOBER 2018 147*)

<u>2</u>	Fire Calls
<u>15</u>	Alarm Activations
<u>46</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. **2020 MEETING DATES**: Vice-Chairperson Edlund called for an approval of the 2020 Fire Commissioner Meeting Dates. **Commissioner Mitchell** made a motion to accept the meeting dates as presented. **Commissioner Linz** seconded the motion, all were in favor, none opposed, motion carried.

IX. NEW BUSINESS:

- A. **TIPS GRANT**: Medical Division Officer Phil Metz applied for TIPS Grant through our Worker's Compensation insurance. Grant was received and we purchased workout equipment for the gym. This is an annual grant of \$5000 and we get 50% of what we spend back up to that amount.
- B. **ANGELOVIC 2 YEARS**: Engineer Zander Angelovic reached his 2-year anniversary on 11/11/2019. He was hired on 11/11/2017.
- C. **CHRISTMAS PARTY**: The station Christmas party will be Saturday, December 7th beginning at 5:30 pm. This year's party will be held at The Gulf restaurant. They donated us the room for the festivities.
- D. **SHOP WITH A FIREFIGHTER**: This year's Shop with A Firefighter will be Saturday, December 21, 2019 at 9:00 am. If you wish to donate, please see Danie or Lt Dan Blair.

ADJOURNMENT: With nothing further, the meeting was adjourned at 5:53 p.m.

These minutes are approved and attested to by signature.

Catherine A. Jones
Chairman

Mike Mitchell
Secretary

1:41 PM

12/11/19

Accrual Basis

OKALOOSA ISLAND FIRE DISTRICT
Profit & Loss Budget vs. Actual
 October 1 through December 11, 2019

	Oct 1 - Dec 11, 19	Budget	\$ Over Budget
Income			
311.110 · County Reserve- Current Year	397,332.99	3,426,188.00	-3,028,855.01
335.200 · State Incentive	10,133.33	0.00	10,133.33
339.000 · Recreational Property	0.00	33,516.00	-33,516.00
361.100 · Interest Earned - Checking	35.68	0.00	35.68
369.120 · Cash Brought Forward	0.00	659,990.00	-659,990.00
Total Income	407,502.00	4,119,694.00	-3,712,192.00
Gross Profit	407,502.00	4,119,694.00	-3,712,192.00
Expense			
Contingency Reserve Expense	0.00	365,765.00	-365,765.00
Hurricane Reserve Expense	0.00	50,000.00	-50,000.00
522.120 · OIFD Salaries	241,163.33	1,270,000.00	-1,028,836.67
522.121 · Holiday Pay	3,571.68	15,000.00	-11,428.32
522.122 · Liability for Compensated Absen	0.00	109,264.00	-109,264.00
522.123 · Direct Deposit Charges	5.25	1,000.00	-994.75
522.140 · Overtime	9,489.75	100,000.00	-90,510.25
522.150 · Incentive Pay	1,200.10	0.00	1,200.10
522.210 · S.S. & MED - ER Portion	19,340.23	100,000.00	-80,659.77
522.220 · Pension - ER	0.00	1,194,515.00	-1,194,515.00
522.230 · Medical - Group ER	72,783.00	340,000.00	-267,217.00
522.240 · Worker's Compensation	26,304.33	75,000.00	-48,695.67
522.311 · Property Appraiser	0.00	50,000.00	-50,000.00
522.312 · Legal	0.00	10,000.00	-10,000.00
522.313 · Tax Collector	7,927.89	72,500.00	-64,572.11
522.314 · Physicals & Misc Medical	0.00	5,000.00	-5,000.00
522.320 · Audit - CPA	0.00	14,250.00	-14,250.00
522.340 · Alarm Monitor Contract	0.00	1,800.00	-1,800.00
522.412 · Central Dispatch	810.00	4,000.00	-3,190.00
522.431 · Electric Co.	2,942.00	21,000.00	-18,058.00
522.432 · Gas Co.	375.88	3,000.00	-2,624.12
522.433 · Water, Sewer & Trash	1,449.20	8,500.00	-7,050.80
522.434 · Telephone, Internet & Cable	2,156.49	15,000.00	-12,843.51
522.451 · Insurance - Security Bonds	0.00	700.00	-700.00
522.452 · Insurance - Liability/ Property	35,717.26	34,400.00	1,317.26
522.460 · Maintenance and Repair	14,186.53	50,000.00	-35,813.47
522.491 · Advertising	669.15	5,000.00	-4,330.85
522.492 · Travel & Training	3,699.08	20,000.00	-16,300.92
522.511 · Admin/ Office Supplies	6,151.19	10,000.00	-3,848.81
522.521 · Fuel & Oil	1,651.69	15,000.00	-13,348.31
522.522 · ALS	6,742.05	25,000.00	-18,257.95
522.523 · Uniforms	2,942.82	12,500.00	-9,557.18
522.525 · Operational Supplies	8,426.32	45,000.00	-36,573.68
522.542 · Dues & Subscriptions	3,099.01	25,000.00	-21,900.99
522.543 · Haz Mat Assessment	4,483.00	4,500.00	-17.00
522.648 · Capital Equipment (Equipment)	42,950.00	47,000.00	-4,050.00
Total Expense	520,237.23	4,119,694.00	-3,599,456.77
Net Income	-112,735.23	0.00	-112,735.23