

**OKALOOSA ISLAND FIRE DISTRICT**  
**REGULAR MONTHLY MEETING**  
**JANUARY 15, 2020 AGENDA**

I. **CALL TO ORDER:** Meeting called to order at \_\_\_\_\_ p.m. by Chief Carvalho as the officers need to elect a chairperson, once election is complete, the newly elected chair shall oversee the remaining elections and meeting.

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

III. **SEATING OF THE BOARD:**

IV. **APPROVAL OF THE JANUARY 15, 2020 AGENDA:** Minutes for the **December 18, 2019** regular meeting.

**(a) PUBLIC COMMENTS:**

V. **APPROVAL OF THE MINUTES:** Minutes for the **December 18, 2019** regular meeting.

VI. **APPROVAL OF THE FINANCIAL REPORT FOR: JANUARY 2020**

VII. **OFFICERS REPORT:**

1. **Chairperson:**

2. **Vice-Chairperson:**

3. **Secretary/ Treasurer:**

4. Department Chief Carvalho:

A. Reported 63 responses for the month of **DECEMBER 2019** (**73 DECEMBER 2018**).

Response Summary:

<u>4</u>	Fire Calls
<u>13</u>	False Alarms/Alarm Activations
<u>37</u>	EMS/ Rescue/ MVA
<u>9</u>	Other

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- A. VEHICLE STATUS: CHIEF CARVALHO
- B. ANNUAL FRACTILE REPORT: PHIL METZ
- C. YEARLY RUN NUMBERS FOR 2019 AND 2018
  - a) **Calendar Year 2019 = 1321**
  - b) **Calendar Year 2018 = 1352**

**VIII. OLD BUSINESS:**

- A. BOARD MEETING DATES IN NEWSPAPER**
- B.**

**IX. NEW BUSINESS:**

- A. STATE OF THE DISTRICT**
- B. CHIEF CARVALHO MEDICAL LEAVE**
- C. TRANSITION DISCUSSION**
- D. KIWANIS FISHING RODEO AWARDS**
- E. MARIO ZAYAS-BAZAN 5 YEAR PLUS ANNIVERSARY**
- F.**

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

**Okaloosa Island Fire District  
Board of Fire Commissioners Minutes  
DECEMBER 18, 2019**

- I. **MEETING:** Meeting was called to Order @ 5:30 P.M. by Chairperson Jones.
- II. **ROLL CALL:** Present were Chairperson Jones, Commissioner Linz, Commissioner Foster, and Commissioner Mitchell. Commissioner Edlund was absent. Also present were Chief Carvalho and Assistant Chief Strawn.
- III. **APPROVAL OF TH DECEMBER AGENDA:** Chairperson Jones called for an approval of the December agenda. **Commissioner Mitchell** made a motion to approve the Agenda's, **Commissioner Linz** seconded, all were in favor, none opposed, motion carried.
- IV. **PUBLIC COMMENTS:** Assistant Chief Strawn updated the Board on the station Christmas party held at The Gulf. Everyone enjoyed the adult only party and had a great time.
- V. **APPROVAL OF THE MINUTES:** The minutes for the **November 20, 2019** regular meeting minutes were reviewed. Chairperson Jones 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 OF DECEMBER 2019.** Chairperson Jones called for an approval of the financials as presented. **Commissioner Mitchell** made a motion to approve the financials for December. **Commissioner Foster** seconded the motion, all were in favor, none opposed, motion carried.
- VII. **REPORT OF OFFICERS:**
1. Chairperson Jones: No Report.
  2. Vice Chairperson Edlund: No Report
  3. Secretary/Treasurer Mitchell: No Report
  4. Chief Carvalho Department Report:

**A. Total responses for the months of:  
NOVEMBER, 2019 = 72 (NOVEMBER 2018 = 98)**

- 6** Fire Calls
- 17** Alarm Activations
- 31** EMS/Rescue/MVA
- 18** Other

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

**C. Vehicle Status Report:** Assistant Chief Strawn stated Truck 4 is in the process of pump testing, which is done annually.

**VIII. OLD BUSINESS:**

**A. CHRISTMAS PARTY UPDATE – ASSISTANT CHIEF STRAWN:** Previously discussed in Public Comments.

**B. SHOP WITH A FIREFIGHTER –** If you wish to donate, please see Lt Dan Blair on A Shift or Danie.

**C.**

**IX. NEW BUSINESS:**

**A. MEETING DATES FOR NEWSPAPER AD:** Chief Carvalho discussed the dates would be submitted to the paper for publication.

**B. BLOOD DRIVE:** OIFD held our semi-annual blood drive.

**C.**

**ADJOURNMENT:** With nothing further, the meeting was adjourned at 5:54 p.m.

These minutes are approved and attested to by signature.

\_\_\_\_\_  
Catherine A. Jones  
Chairperson

\_\_\_\_\_  
Mike Mitchell  
Secretary

1:32 PM

01/14/20

Accrual Basis

**OKALOOSA ISLAND FIRE DISTRICT**  
**Profit & Loss Budget vs. Actual**  
 October 1, 2019 through January 14, 2020

	Oct 1, '19 - Jan 14, 20	Budget	\$ Over Budget
<b>Income</b>			
311.110 · County Reserve- Current Year	1,331,756.66	3,426,188.00	-2,094,431.34
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
<b>Total Income</b>	<b>1,341,925.67</b>	<b>4,119,694.00</b>	<b>-2,777,768.33</b>
<b>Gross Profit</b>	<b>1,341,925.67</b>	<b>4,119,694.00</b>	<b>-2,777,768.33</b>
<b>Expense</b>			
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	337,170.97	1,270,000.00	-932,829.03
522.121 · Holiday Pay	5,385.84	15,000.00	-9,614.16
522.122 · Liability for Compensated Absen	0.00	109,264.00	-109,264.00
522.123 · Direct Deposit Charges	10.50	1,000.00	-989.50
522.140 · Overtime	11,901.48	100,000.00	-88,098.52
522.150 · Incentive Pay	1,680.14	0.00	1,680.14
522.210 · S.S. & MED - ER Portion	26,728.58	100,000.00	-73,271.42
522.220 · Pension - ER	0.00	1,194,515.00	-1,194,515.00
522.230 · Medical - Group ER	98,123.38	340,000.00	-241,876.62
522.240 · Worker's Compensation	39,376.49	75,000.00	-35,623.51
522.311 · Property Appraiser	11,271.59	50,000.00	-38,728.41
522.312 · Legal	0.00	10,000.00	-10,000.00
522.313 · Tax Collector	26,616.35	72,500.00	-45,883.65
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	1,080.00	4,000.00	-2,920.00
522.431 · Electric Co.	4,413.00	21,000.00	-16,587.00
522.432 · Gas Co.	639.44	3,000.00	-2,360.56
522.433 · Water, Sewer & Trash	2,281.56	8,500.00	-6,218.44
522.434 · Telephone, Internet & Cable	4,071.83	15,000.00	-10,928.17
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	21,584.38	50,000.00	-28,415.62
522.491 · Advertising	669.15	5,000.00	-4,330.85
522.492 · Travel & Training	8,652.86	20,000.00	-11,347.14
522.511 · Admin/ Office Supplies	8,248.06	10,000.00	-1,751.94
522.521 · Fuel & Oil	2,152.82	15,000.00	-12,847.18
522.522 · ALS	12,574.24	25,000.00	-12,425.76
522.523 · Uniforms	4,120.62	12,500.00	-8,379.38
522.525 · Operational Supplies	18,802.51	45,000.00	-26,197.49
522.542 · Dues & Subscriptions	5,769.21	25,000.00	-19,230.79
522.543 · Haz Mat Assessment	4,483.00	4,500.00	-17.00
522.648 · Capital Equipment (Equipment)	43,132.06	47,000.00	-3,867.94
<b>Total Expense</b>	<b>736,657.32</b>	<b>4,119,694.00</b>	<b>-3,383,036.68</b>
<b>Net Income</b>	<b>605,268.35</b>	<b>0.00</b>	<b>605,268.35</b>