



## Tallahassee Fire Protection District Minutes of the Board of Directors Regular Meeting March 8, 2024

David Levy called the Meeting to order at 2:06 p.m., on March 8, 2024

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**Directors Present:** David Levy, Leigh Bohannon, Judith Schmidt, Carol Zimney per phone  
A quorum is present.

**Directors Absent:** Kristen Sander was excused

**Firefighters/Volunteers Present:** Chief Mark Norris (In-person @ TFPD Main Station)

**Public Present:** Cecila Dvorak

**Board Consultant:** Christopher Parker (via phone) until 2:45

**Purpose of Regular/Hybrid Meeting:** To discuss agenda items for the regular monthly Board of Directors Meeting

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### **PUBLIC INPUT:**

No members of the public had any questions or input.

### **SECRETARY'S REPORT:**

**Motion:** It was moved by David Levy and seconded by Judith Schmidt to approve the Regular Board Meeting Minutes of February 12, 2024. There were no responses to the request for discussion. The Motion was voted upon and carried unanimously.

### **ADMINISTRATIVE:**

Carol Zimney along with Tamara Becht made updates to the website to make it compliant with the new regulations.

### **TREASURER'S REPORT:**

Leigh Bohannon began her report by discussing the points on the Treasurer's Report:

1. The District decreased its cash position before reserves this month to \$188,926.16. The QB checking account cash balance, before reserves, as of January 31, 2024, was \$213,032.37.
2. Chase credit card access is available, Carol added
3. Wells Fargo account is accessible. Please advise on who should receive copies.
4. \$77,977 tax distribution received.

**Motion:** It was moved by David Levy and seconded by Judith Schmidt to approve the Treasurer's Report for February 2024. The Motion was voted upon and carried unanimously.

## **OPERATIONS REPORT:**

- February, 2024 Operations report by Chief Norris

### **Incidents:**

14 Incidents in February, 22 total incidents for 2024 (107 - 2023. 136 - 2022, 147 - 2021, 146 - 2020) - See accompanying response reports

### **Membership:**

9() Active Responders, 3() Probationary, 2() Recruit, 4() Engine, 5() Overhead, 2() Auxiliary Members

### **Upcoming POA/HOA Meetings;**

April 6th - Meadowdale Ranch Road Association

## **Strategic Plan Objectives Reportable Updates & Status**

### Objective - EMS

Current State Registered/Certified Responders = 11 EMTs  
2 EMT Students

### Objective - Response Times

Ave. Arrival Times: 15:44 minutes:seconds For February / 14:11  
minutes:seconds YTD average 2024  
Arrival Times are 6 minutes faster than last month.

### Objective - National Deployment Program

National Deployment Program  
Total of 3 deployments for 2024  
Total net revenue from all deployments in 2024

### Engine Deployments

Total of 0 engine deployments for 2024

### Single Resource Deployments

Total of 3 single resource deployments for 2024

March 16<sup>th</sup> is King Meadows controlled burn for training has been cancelled due to people out

**Motion:** It was moved by David Levy and seconded by Leigh Bohannon to approve the Operations Report for February 8, 2024. The Motion was voted upon and carried unanimously.

**PRESIDENTS REPORT:**

The District went over the \$750K threshold in 2023 the District is required to have the CPA firm audit its financial records and that process has started. Most all the requested records and information have been uploaded to the Suralink site provided by the auditors.

Is apparent the District must do a better job of record keeping in the future to make these audits easier to navigate. Mark suggested we have Erika Ready attached the receipts to the QB entries and I said I would make that request to her for future entries. We will be better and providing missing data upfront

Everyone has stepped up on the audit items and David Levy wishes to thank everyone.

**OLD BUSINESS:**

There is no old business

**NEW BUSINESS:**

There is no new business

**NEXT PUBLIC MEETING:**

The next regular TFPD Board Meeting is scheduled for Monday April 8,, 2024, at 2:00 p.m. at the Main Station.

**MOTION TO ADJOURN:**

It was moved by David Levy and seconded by Judith Schmidt to adjourn the meeting at 3:10 p.m. The Motion was voted upon and carried unanimously.

Respectfully submitted by Carol Zimney, Secretary to the Board.