

**To:** General Membership

**From:** Secretary

**Subject:** Minutes of the North Okaloosa Fire District Board of Fire Commissioners  
Monthly Meeting.

**Date:** June 20, 2024

**Members Present:** Craig Shaw, Chairman, Commissioner Group IV  
Dan Bowers, Jr., Secretary/Treasurer Commissioner, Group II  
Rodney Lancaster, Commissioner, Group V At Large  
Thomas Ashworth, Group III  
John Edwards - Group I

**Advisors Present:** Dennis McMaster Chief  
Annette Rayburn, Administrator  
Jonathan Holloway Legal Council

The Meeting was called to order by Chairman Shaw at 5:00 p.m.

**Prayer and Pledge of Allegiance:** The Pledge of Allegiance and Prayer were given.

**Approval of Agenda:** Commissioner Bowers motioned to approve the agenda. Commissioner Lancaster seconded the motion. Vote 5/0.

**Approval of Minutes of May 16, 2024**

Motion to approve the minutes as written Commissioner Bowers, 2<sup>nd</sup> Commissioner Lancaster. Vote 5/0.

**Public input:** None

**New Business:**

**Auditor:** Edward Chapman presented the audit for FY2023 to the board and stated that the we had a clean audit and no findings to report. He distributed the audit report to all the necessary agencies. Mr. Chapman said that the pre work done on the audit material that North Okaloosa has in place (Dawn Paul and the admin) makes the audit go smoothly.

**Disposition of excess Real Estate:** Commissioner Bowers made a motion to table this until a future date. 2<sup>nd</sup> Commissioner Lancaster. Vote 5/0.

**Old Business:**

- a. **Contract update:** Chairman Shaw said that he has nothing new to report.

**Advisory Reports:**

**Attorney Report-** None.

**Chief's Report** – Chief McMaster briefed the report as follows- personnel which now lists 2 management, 21 paid firefighters, 4 relief firefighters, and 2 support personnel, there were 302 calls for the month of May 2024. Chief McMaster brought to the board that the Milligan Station Air conditioning has gone out and he has provided them with a quote. Commissioner Edwards made a motion to approve the quote for \$7,889.00 to replace the unit at Station 83, 2<sup>nd</sup> Commissioner Ashworth. Vote 5/0.

Chief McMaster informed the board that our Impact Fee was passed by the Legislature. It will be in effect January 1, 2025.

Chief McMaster said that the met with Pat Maddox and they would like for North Okaloosa, City of Crestview and Almarante to cover Dorcas until there is a new independent Fire District set up. The County is putting an Ambulance in the Dorcas area for medical calls. They would like us to bill them monthly for cost recovery on calls run. We are currently waiting on a draft for this proposal. Chris Henderson, Crestview Broadcasting Company. He asked if the mutual aid agreement with Dorcas was still in effect. Chairman Shaw said that the mutual aid agreement was with an entity that no longer exists. The Dorcas Fire District was dissolved and re-created under the County.

Commissioner Bowers made a motion to have Chairman Shaw negotiate and sign the contract with the County. 2<sup>nd</sup> Commissioner Edwards. Vote 5/0.

Chief McMaster brought to the board a quote for new pagers. Motion to purchase the pagers by Commissioner Bowers, 2<sup>nd</sup> Commissioner Ashworth. Vote 5/0.

Chief McMaster Brought to the Board an invoice to purchase new Hose in the amount of \$10,317.64.

Commissioner Bowers made a motion to purchase the hose and Commissioner Lancaster 2<sup>nd</sup> the motion. Vote 5/0.

Motion to accept the Chiefs Report Commissioner Bowers, 2<sup>nd</sup> Commissioner Lancaster. Vote 5/0

**Secretary/Treasurer's Report-** Commissioner Bowers reviewed the combined and said that we are about done our income for the 911 side and we are within the budget. Everything looks good to stay on budget.

Motion to approve the Treasurers report by Commissioner Lancaster, 2<sup>nd</sup> Commissioner Ashworth. Vote 5/0.

**Commissioner Comments:** Commissioner Lancaster asked if the August meeting date could be changed. After discussion the date was changed to August 22, 2024.

The Meeting was adjourned at 6:32pm.

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Craig Shaw  
Chairman