

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

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Meeting Date: October 2, 2007  
Department: Fire Rescue  
Advisory Board Name: Fire Rescue Level of Service Committee

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I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: an appointment to complete the term of seven (7) months for Seat 5 to the Fire-Rescue Level of Service Committee.

Appointment

<u>Name</u>	<u>Category</u>	<u>Term to Expire</u>	<u>Nominated by</u>
Chief Ridgeway	City Fire Chief-Large City	May 2, 2008	Fire Chief's Assoc.

**Summary:** Palm Beach County Resolution R2004-0494 established the Fire Rescue Level of Service Committee (LOS). It consists of nine (9) members representing specific categories, each consisting of a term of three (3) years after the initial start up. The Fire Chief's Association of Palm Beach County has recommended Robert Ridgeway, Fire Chief of the City of West Palm Beach fill the vacancy created by Chief Koen's retirement. Countywide (SB)

**Background and Justification:** On March 16, 2004, the Board adopted Resolution R2004-0494 establishing the Fire Rescue Level of Service Committee, outlining its membership and responsibilities. The Committee is advisory in nature and can assist in implementing the countywide minimum level of service, common dispatch and closest unit response system as well as make recommendation on other proposed enhancements.

- Attachments: 1. Board Appointment Information Form  
2. Letter of recommendation from Fire Chief's Association of PBC  
3. Resolution R2004-0494

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Recommended By: *Lerman Brice* 9-19-07  
Department Director Date

Legal Sufficiency: *Shan Buror* 9-25-07  
Assistant County Attorney Date

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSION**

**BOARD APPOINTMENT INFORMATION FORM**

**Part I:**

Board Name: Fire-Rescue Level of Service Committee

At Large Appointment                       District Appointment

Term of Appointment: 7 months From October 2, 2007 To May 2, 2008

Seat Requirement: City Fire Chief - Large City Seat # 5

Reappointment                                      or                                       New Appointment

or  to complete the term of Chief Kerry Koen

due to:                       resignation                       other

completion of term to expire on: May 2, 2008

**Part II:                      *APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT***

Name: Chief Robert Ridgeway

Occupation/Affiliation: Fire Chief City of West Palm Beach

Business Name: West Palm Beach Fire Department

Business Address: 500 North Dixie Highway

City & State West Palm Beach, Florida                      ZipCode    33401

Residence Address: n/a

City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: 561-804-4718                      Fax: 561 840-4766

**E-Mail Address:** rbridgeway@wpb.org

**Mailing Address preference:**  Business Address                       Residence    Other or     other:

**Minority Identification Code:**

- |   |  |
|---|--|
| <input type="checkbox"/> IIF (American Indian Female) | <input type="checkbox"/> IIM (American Indian Male)  |
| <input type="checkbox"/> JAF (Asian Female)           | <input type="checkbox"/> JAM (Asian Male)            |
| <input type="checkbox"/> JBF (Black Female)           | <input type="checkbox"/> JBM (Black Male)            |
| <input type="checkbox"/> JHF (Hispanic Female)        | <input type="checkbox"/> JHM (Hispanic Male)         |
| <input type="checkbox"/> JWF (White Female)           | <input checked="" type="checkbox"/> JWM (White Male) |

**Part III: COMMISSIONER COMMENTS**

Appointment to be made at BCC Meeting on: October 2, 2007

**\*When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

\_\_\_\_\_ Number of previously disclosed voting conflicts.

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**FIRE CHIEF'S ASSOCIATION**



**OF PALM BEACH COUNTY, FLORIDA**  
Incorporated

September 7, 2007

Mr. Brad Merriman, Chairman  
Fire Rescue Level of Service  
P.O. Box 1989  
West Palm Beach FL 33402-1989

Dear Mr. Merriman,

Pursuant to your letter of July 23, 2007 reference a vacancy on the Fire Rescue Level of Service Committee, the Fire Chief's Association of Palm Beach County (FCAPBC) recommends Robert Ridgeway, Fire Chief of the City of West Palm Beach, to replace Chief Kerry Koen on this committee.

If approved, it is understood that Chief Ridgeway will fill the vacancy created by Chief Koen's retirement (Seat #5) and that he will serve in this capacity until May 2, 2008.

Thank you for the opportunity to make this recommendation.

Respectfully,

William L. Bingham, President  
Fire Chief's Association of Palm Beach County

cc. Robert Ridgeway, Fire Chief, City of West Palm Beach FL  
Darrel Donatto, Secretary, Fire Chief's Association of Palm Beach County

RESOLUTION NO. R-2004-0494

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, PROVIDING FOR ABOLISHMENT OF THE TEMPORARY COMMITTEE ON FIRE-RECUE LEVEL OF SERVICE; CREATION OF A NEW FIRE-RESCUE LEVEL OF SERVICE COMMITTEE; PURPOSE; MEMBERSHIP; TERM; ADVISORY ONLY; MEETINGS; QUORUM AND CONDUCT OF MEETINGS; CONSULTANT; SUNSHINE LAW; PALM BEACH COUNTY CODE OF ETHICS; EFFECTIVE DATE.

WHEREAS, the Palm Beach County Board of County Commissioners desires to implement, on a voluntary basis, a county-wide minimum level of service and common dispatch system for fire-rescue; and

WHEREAS, the Board of County Commissioners, on November 4, 2003 established a nine-member temporary Committee on Fire-Rescue Level of Service to assist with the costing out of said minimum level of service and dispatch service; and

WHEREAS, the Board wishes to abolish said temporary committee and create a permanent advisory committee; and

WHEREAS, the Board desires that this advisory committee assist each fire-rescue provider in preparing to meet the level of service criteria approved by the County Commission; and

WHEREAS, the Board desires that the advisory committee also review and make recommendations for a common dispatch center which will provide closest unit response; and

WHEREAS, the Board desires the Committee to review other possible joint projects related to the efficient and effective delivery of fire-rescue services, such as but not limited to, traffic pre-emption, automatic vehicle locators, mobile data terminals, combined police/fire dispatch; and common software for response time reporting, deployment analysis and planning tools; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

**SECTION 1. ABOLISHMENT.** The Committee on Fire-Rescue Level of Service created on November 4, 2003 is hereby abolished.

**SECTION 2. CREATION.** The Board of County Commissioners hereby creates and establishes the "Fire-Rescue Level of Service Committee."

**SECTION 3. PURPOSE.** The Fire-Rescue Level of Service Committee shall review and make recommendations on the implementation of the Countywide Fire-Rescue Minimum Level of Service, Common Dispatch System, and other related fire-rescue service delivery projects which may be more effective on a county-wide scale.

The Committee will serve in an advisory capacity to all fire-rescue providers and assist them in developing action plans in order to voluntarily comply with the proposed Level of Service by October 1, 2007.

The Committee will provide quarterly reports to the Board of County Commissioners on the progress made toward implementation of the voluntary minimum level of service, common dispatch and closest unit response.

**SECTION 4. MEMBERSHIP.** The Fire-Rescue Level of Service Committee shall consist of nine (9) members, appointed by majority vote of the Board of County Commissioners, with specific expertise in the following areas:

<u>Number</u>	<u>Category</u>
1	County Administrator (or designee)
1	County Fire Chief
2	City Managers (one representing small cities, one representing large cities)
2	City Fire Chiefs (one representing small cities, one representing large cities)
1	Labor Representative
1	Fire-Rescue Advisory Board Member
1	EMS Council

County employees shall be eligible for Committee membership in any of the above listed categories. Non-County residents meeting the above eligibility criteria may be appointed to the Committee.

**SECTION 5. TERM.** Initial terms shall be staggered in one and two year periods and thereafter all terms will be for three years, except that the appointments for County Administrator (or designee) and County Fire Chief may be permanent appointments.

**SECTION 6. ADVISORY ONLY.** The actions, opinions and recommendations of the Fire-Rescue Level of Service Committee shall not be final or binding on the Board and shall be advisory only.

**SECTION 7. MEETINGS.** The County Administrator (or designee) shall serve as the permanent chair of the Committee, and the Committee members shall annually appoint a Vice Chair. The Committee will meet quarterly or on an as-needed basis to accomplish its purpose.

**SECTION 8. QUORUM AND CONDUCT OF MEETINGS.** A quorum must be present for the conduct of all Committee meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

**SECTION 9. CONSULTANT.** The Committee may utilize an outside consultant, if hired by the Board of County Commissioners, to assist with the review and implementation of new programs.

**SECTION 10. SUNSHINE LAW.** Public notice of all Committee meetings shall be provided. All meetings of the Committee shall be open to the public and shall comply with the applicable requirements of the Florida "Government in the Sunshine" and "Public Records" laws. Minutes shall be taken at each meeting.

**SECTION 11. PALM BEACH COUNTY CODE OF ETHICS.** Committee members shall be governed by the applicable provisions of the Palm Beach County Code of Ethics set forth in Resolution No. R-94-593 and any amendments thereto; and all applicable laws.

**SECTION 12. EFFECTIVE DATE:** The provisions of this Resolution shall be effective on the 16 day of March, 2004.