



CITIZENS ADVISORY COUNCIL FOR OCOEE FIRE DEPARTMENT

Ocoee Fire Station 25
563 S. Bluford Avenue
Ocoee, Florida

November 13, 2025

AGENDA

6:00 PM

• CALL TO ORDER

Pledge of Allegiance and Moment of Silence
Roll Call and Determination of Quorum

• APPROVAL OF MINUTES

1. Minutes from the CACOFD Meeting held on August 14, 2025

• OLD BUSINESS

1. Recap of Open House
2. Citizen and Teen Academy
3. Cadet Program

• NEW BUSINESS

1. Ocoee Music Festival - November 14 and 15, 2025
2. Call for Nominations: Annual Election of Chair and Vice Chair

• DEPARTMENT UPDATES

1. Notification of Board Member Resignation

• PUBLIC COMMENTS

• ADJOURNMENT

Notice: Any person who desires to appeal any decision at this meeting will need a record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes testimony and evidence upon which the appeal is based. In accordance with Florida Statute 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact the Office of the City Clerk, 1 N. Bluford Avenue, Ocoee FL 34761, (407) 905-3105, 48 hours in advance of the meeting.

More than one Commissioner may participate or hear discussions regarding a matter which will come before the Commission for action.



CITIZENS ADVISORY COUNCIL FOR OCOEE FIRE DEPARTMENT

Ocoee Fire Station 25
563 S. Bluford Avenue
Ocoee, Florida

August 14, 2025

MINUTES

6:00 PM

- **CALL TO ORDER**

Vice-Chair Ochoa called the CACOFD meeting to order at 6:00 PM in Station 25 Conference Room, located at 563 S. Bluford Avenue.

Vice-Chair Ochoa led the Pledge of Allegiance, followed by a Moment of Silence. **Recording Clerk Brown** performed roll call and declared a quorum present.

Present: Vice-Chair Ochoa, Members Richardson, Vaughn, Fletcher, Channell, Washington & Cummins

Absent: Chair Legvold

Also Present: Deputy Chief Van Camp, Recording Clerk Brown

- **APPROVAL OF MINUTES**

1. Minutes of the CACOFD Meeting held on May 8, 2025

Motion to Approve May 8, 2025, Minutes: Moved by Member Richardson, seconded by Member Channell. Motion carried unanimously.

- **OLD BUSINESS**

1. Retirement Breakfast Update

Vice-Chair Ochoa reminded everyone that the retiree breakfast is scheduled for Saturday, August 23, 2025. She confirmed that the PowerPoint Presentation and decorations were received by the Breakfast Club Restaurant. **Deputy Chief Van Camp** advised that the Fire Department sent invitations to all retirees, and the Fire Chief will send out a reminder notification next week.

- **NEW BUSINESS**

1. Open House

Deputy Chief Van Camp confirmed the Open House is scheduled for Saturday, November 8, 2025, and communicated that it will be the Fire Department and City of Ocoee's 100-Year Celebration. He announced that the Fire Department partnered with Antique Brigade of Florida to showcase fifteen antique fire trucks in a procession down Bluford Avenue in the morning, followed by staging at the fire department during the event. He further announced that the fire department is looking for volunteers for several other activities including the dunk tank and food distribution.

2. Hot Dog Maker

Deputy Chief Van Camp recapped that the CACOFD authorized the purchase of a hot dog maker with board funds, the Fire Department received it, determined it was defective, and returned it. Further research ensued; it was determined a roller hot dog maker would be more effective. **Deputy Chief Van Camp** asked the board if they would like to purchase a different machine and inquired if they would be opposed to purchasing two hot dog makers for the Open House event due to quantity restraints. A discussion followed regarding the equipment.

Motion: Purchase Two Roller Hot Dog Cookers that cook 30 hot dogs in fifteen minutes for Open House in the amount of \$273.00 each; Moved by Member Fletcher, seconded by Member Washington; Motion carried unanimously.

Motion: Approval of Chief Van Camp to consult solely with the Board Chair if additional concerns or comments arise regarding the hot dog maker, vs. waiting until the quarterly meeting to receive approval; Moved by Member Washington, seconded by Member Cummins; Motion carried unanimously.

3. End of Fiscal Year Funding

Deputy Chief Van Camp reminded the board that there is approximately \$1,000 available in the budget and asked if the board would like to participate in additional City events that require supplies or promotional items. Discussion ensued.

Motion: Purchase fire safety educational reflective bedroom identifiers for children and ADA accessible residents and Firefighter Shield Stickers, not to exceed \$200.00; Moved by Member Washington, seconded by Member Fletcher; Motion carried unanimously.

Motion: Purchase 500 customizable balloons not to exceed \$90.00, and two helium tanks not to exceed \$190.00, for Open House November 8, 2025; Moved by Member Fletcher, seconded by Member Cummins; Motion carried unanimously.

• **DEPARTMENT UPDATES**

Deputy Chief Van Camp updated the Board with the following:

- Sponsorship of three individuals through the Fire Academy: two City employees and one external candidate, all completed standards and start Monday, August 18, 2025. He further discussed open positions.
- Pinning Ceremony for the three new hires is to be held at City Hall. Details are forthcoming; an invitation will be extended to the board.
- Teen Academy Program commenced for two weeks and was very successful. Fifteen students participated.
- Cadet Program is set to launch in October. Five students that participated in the Teen Academy expressed interest in attending the Cadet Program. The Public Educator continues to host events at local schools to promote the program.
- Citizens' Public Safety Academy will be held in October with seven to ten confirmed participants.

- The Mass Casualty Bus donated through Central Florida Surgical Coalition is being wrapped this week. Equipment installation is almost complete for trauma units. The bus will also be used for training and available at city events.
- **PUBLIC COMMENTS** – None
- **ADJOURNMENT**

Motion to Adjourn: Moved by Member Richardson, seconded by Washington; Motion carried unanimously.

Meeting adjourned at 6:35 PM

ATTEST:

APPROVED:

Recording Clerk

Chair