



**CITIZENS ADVISORY COUNCIL FOR OCOEE FIRE DEPARTMENT**

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

**May 11, 2023**

**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 February 9, 2023

**• OLD BUSINESS**

**• NEW BUSINESS**

1. Board Shirts
2. Promotional Items

**• DEPARTMENT UPDATES**

**• 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.



## MINUTES OF THE CITIZEN ADVISORY COUNCIL FOR THE OCOEE FIRE DEPARTMENT HELD ON FEBRUARY 9, 2023

### I. CALL TO ORDER

**Chairperson Vaughn** called the meeting to order at 6:25 PM, in the Station 25 Conference Room, located at 563 S. Bluford Ave. in Ocoee.

**Chairperson Vaughn** led the Pledge of Allegiance; a moment of silence followed.

**Recording Clerk Serrano** performed roll call and declared a quorum present.

Present: Chairperson Vaughn, Members Richardson, Legvold, and Moyer.

Absent: Member Channell (unexcused), Member Kepler (excused), Member Lawrie (unexcused), and Member Orme (unexcused).

Also Present: Chief Smothers, Commissioner Firstner, and Recording Clerk Serrano.

### II. APPROVAL OF CACOFD MEETING MINUTES FROM NOVEMBER 17, 2022

*Member Richardson made a motion to approve the minutes of the November 17, 2022 meeting, seconded by Member Legvold. The motion carried unanimously.*

### III. BUSINESS FOR DISCUSSION

- OLD BUSINESS:

**Chairperson Vaughn** opened the discussion and **Chief Smothers** provided an update on the re-accreditation process. **Chairperson Vaughn** turned the discussion to board shirts.

*Member Richardson made a motion that the board purchase collared shirts to be used on special occasions, seconded by Member Legvold. The motion carried unanimously.*

**Chairperson Vaughn** requested an update on **Member Legvold's** attendance at various Ocoee HOA meetings. **Member Legvold** had positive feedback; he informed the Board that shirts and promotional items would be beneficial.

- NEW BUSINESS:

**Chief Smothers** confirmed the Open House event would occur on April 22, 2023, he further advised the Board they could set up a table to recruit and engage with the community during the event.

- UNDER CONSTRUCTION - CITY GROWTH:

**Commissioner Firstner** addressed the Board and provided updates on the growth and upcoming development in Ocoee.

- CHIEF'S COMMENTS:

**Chief Smothers** presented to the Board the idea of hosting a breakfast gathering for the fire department's retirees. **Chairperson Vaughn** expressed interest in the potential of this event and discussion ensued.



- ELECTION OF CHAIRPERSON and VICE CHAIRPERSON:

This item was heard out of order. Discussion on the duties and demands of the chair and vice-chairperson seats ensued.

*Member Richardson made a motion to nominate Member Legvold to Chairperson of the Board, seconded by Member Moyer. The motion carried unanimously.*

*Member Richardson made a motion to nominate Member Kepler to Vice-Chairperson of the Board, seconded by Member Legvold. The motion carried unanimously.*

#### IV. QUESTIONS/COMMENTS

Chairperson Vaughn opened the floor for questions and comments, there were none.

#### V. ADJOURNMENT

*Member Richardson made a motion to adjourn, seconded by Member Legvold. The motion carried unanimously.*

The meeting adjourned at 7:20 PM

ATTEST:

\_\_\_\_\_  
Recording Clerk

\_\_\_\_\_  
Chairperson