

**LEVY COUNTY BOARD OF COUNTY COMMISSIONERS COMMISSIONERS****Government Serving Citizens****Charlie Kennedy, District 1****Rock Meeks, District 2****Desiree Mills, Chair, District 3****Tim Hodge, Vice Chair, District 4****Johnny Hiers, District 5****County Department Quarterly Report Process**

Levy County Department Heads shall be responsible for reporting on their department's activities every quarter beginning with the first quarter of Fiscal Year 2025.

Quarter	Period	Quarterly Report Due to the County Manager	Quarterly Report Included in the BoCC Agenda
First Quarter FY 2025	October-December	January 10, 2025	January 21, 2025
Second Quarter FY 2025	January-March	April 11, 2025	April 22, 2025
Third Quarter FY 2025	April-June	July 11, 2025	July 22, 2025
Fourth Quarter FY 2025	July-September	October 14, 2025	October 21, 2025
First Quarter FY 2026	October-December	January 14, 2026	January 20, 2026

All Levy County Departments shall use the following Quarterly Report Template.

Levy County Quarterly Department Report

Department Information

Name of Department	Public Safety
Name of Department Head	Mitch Harrell
Department Mission	To preserve life and property, promote public safety, and foster economic growth through leadership, management, and actions as an all-risk life safety emergency response organization.

Department Staffing

	First Quarter FY 2025	Second Quarter FY 2025	Third Quarter FY 2025	Fourth Quarter FY 2025	First Quarter FY 2026
Number of Budgeted Full- Time Employees	67	67			
Number of Actual Full- Time Employees	67	67			
Number of Budgeted Part- Time Employees	Not established – PT work PRN	Not established – PT work PRN			
Number of Actual Part- Time Employees	23	24			
Comment	7 of the 23 PT members are Support Responders (not paid hourly)	9 of the 24 PT members are Support Responders (not paid hourly)			

Department Deliverables

Deliverable <i>(To be determined by the Department Head)</i>	First Quarter FY 2025	Second Quarter FY 2025	Third Quarter FY 2025	Fourth Quarter FY 2025	First Quarter FY 2026
Fire Calls	295	359			

EMS Calls	2,401	2,568			
EMS Transports	1,582 (65.9%)	1,683 (65.5%)			
Comment					

Department Highlights

This quarter;

The BoCC approved moving forward with a new reporting system and we are expecting to go live with the new software May 1st, 2025. The new system will allow the Department easier access to data related to call/incident information which will further allow better overall system review to implement improvements in delivery.

The BoCC approved an Agreement with the Town of Bronson to relocate the EMS crew stationed in Bronson to the Bronson Fire Department. The crew was moved at the end of March, slightly ahead of schedule.

The Department submitted two (2) grant requests for EMS equipment. We expect to hear back by the end of June on award status.

The Department has continued to maintain full-time staffing levels, including Out of Class and Float positions to reduce overtime expenses.

Two current members have received training to become BLS instructors, two EMT members were cleared to work as Paramedics, two members have completed firefighter orientation, and two members are attending Firefighter II training – all improving the level of service we can provide.