

MINUTES
EAST NAPLES FIRE CONTROL AND RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
February 11, 2014

I. Meeting Opened

Chairman Hemping called to order the regular meeting of the East Naples Fire Control and Rescue District's Board of Fire Commissioners at 5:31 PM on, February 11, 2013 at the Fire Code Office, 2700 North Horseshoe Drive, Naples, FL 34104. Present were Chairman Hemping, Commissioner's Cross, Cottiers, Boyer and Page. In attendance were Fire Chief Schuldt, Assistant Chief Sapp, Director Bishop, FCO Riley, DC Biondo, Division Chief Hanson, Administrative Assistant Packard, Administrative Assistant Chesser, George Danz, Jamie Popiol, Craig Weinbaum, Jim Burke and Michael Ramsey. Others were in attendance but did not sign.

A. Pledge of Allegiance and Invocation

Chairman Hemping opened the meeting with the Pledge of Allegiance followed by the invocation.

B. Line of Duty Deaths Reading and Moment of Silence

Chief Schuldt stated that there were a total of 7 FF fatalities for the month of January, bringing the total for 2014 to 7 followed by a moment of silence.

C. Additions and Deletions to the Agenda

Director Bishop requested that page 52 be replaced and page 52A be added to the Fire Code Officials report, I. (G) (6).

Director Bishop requested replacing pages 88-89 with a revised Smoke and Tobacco Free Policy, III. (E) (1).

Director Bishop informed the Board that a full appraisal has been handed out for II. (D) (2).

Commissioner Boyer requested that the discussion on post employment benefits II. (E) be moved after I. (H) (2).

Director Bishop asked if II. (C) CFAS could be removed from the agenda moving forward since there has been no activity.

D. Approval of the Agenda

Commissioner Cross moved to approve the amended agenda. Commissioner Boyer seconded the motion. Motion passed 5-0.

E. Approval of the Board Minutes for Dec 10, 2013 - Regular Meeting

Commissioner Cross moved to approve the minutes for the December 10, 2013 regular meeting. Commissioner Boyer seconded the motion. Motion passed 5-0.

F. Approval of the Board Minutes for Jan 14, 2014 - Regular Meeting

Commissioner Cross moved to approve the minutes for the January 14, 2013 regular meeting. Commissioner Boyer seconded the motion. Motion passed 5-0.

G. Consent Agenda

Commissioner Cross moved to approve the consent agenda. Commissioner Boyer seconded the motion. Motion passed 5-0.

1. ENFD's Treasurer Report
2. FCO's Treasurer Report
3. Fire Prevention Report - Division Chief Hanson
4. Administration and Finance Report - Director Bishop

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5. Operations Report – Assistant Chief Sapp
6. Fire Code Officials Office - FCO Ed Riley

H. Awards and Recognition

1. 25 Year Service Award - Deputy Chief Biondo
Chief Schuldt presented DC Biondo with his 25 year plaque and service bar.
15 Year Service Award - Driver Engineer Mike Reeve
Driver Engineer Reeve was not in attendance.
2. Battalion Chief/Division Chief Reclassification- Chief Schuldt
Chief Schuldt officially promoted and recognized both Battalion Chief Hunt and Deputy Chief Hanson from the rank of Captain. Each was presented with their badge and uniform brass.

I. AIW- Post Employment Healthcare Benefits- Director Bishop

Director Bishop began by stating that a letter from the retirees and a letter from Local 2396 requesting negotiation on this subject.

At the Board's direction, Director Bishop then presented the possible modifications to the 2007-08 Retired Insurance Benefit policy. These modifications are for three categories of employees; retired employees, current employees and future employees. These modifications came after meeting with staff and Commissioner Boyer.

After a lengthy discussion, the Board requested that legal be brought in to get an opinion, with Commissioner Cross being a part of the discussion, on "vested right" and whether future employee's rights are able to be negotiated.

The Board also requested legal to address the legality of writing a policy for each of the employee categories.

The Board finally directed staff to begin negotiations on these benefits with Local 2396 and to reach out to the retirees to get their input.

Chairman Hemping called a recess at 6:53 PM for a 10 minute break.

Chairman Hemping reconvened the meeting at 7:10 PM.

J. Fire Code Office Operational Modifications- Chief Schuldt

Chief Schuldt presented an operational plan in response to the concerns communicated from the Fire Code Workshop.

Commissioner Page moved to approve the Chief's recommendations and changes and reach out to all fire districts (independent and dependent) for approval of this plan and to find out what each district wants; to turn plan review over to the County or accept Chief Schuldt's proposals. Commissioner Boyer seconded the motion. Motion passed 5-0.

K. Fire Administration - Chief Schuldt

1. Fire Chief's Board Update

Chief Schuldt highlighted the following:

- ALS Program - The East Naples ALS program is underway with a tentative kick-off planned for April, 2014. Staff received the final draft interlocal agreement for Golden Gate. Staff anticipates the agreement will be placed on the Golden Gate agenda for March meeting.

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- Continuing to stay busy with HOA's meetings which remain encouraging.
- Staff has developed a Project Tracking Chart outlining 50 separate programs to prepare for the joint organization for the formal merge in November.
- Isles of Capri - Staff recently met with County staff to begin developing the formal transition plan for a target assumption of responsibility on October 1. Areas discussed included fire prevention, operations, and inventory.
- FEMA announced this week that the 2014 Fire Prevention and Safety Grant application period will be opened on February 18th. Staff will be considering potential projects for Board approval.

L. Chapter 175 Firefighters' Pension Plan – NSTR

1. **REMINDER-** Quarterly Meeting Fri. February 14, 2014 @ 9AM @ FCO

M. Local 2396 – District President Weinbaum

DP Weinbaum informed the Board that a joint Contact Review Committee has been formed. There are five members from each board represented.

Some members attended a leadership conference which was very educational.

He also stated that the two districts are working well together in all areas.

Commissioner Cross requested an update on the vote in regard to there being no financial impact on ENFD from the ULP should the union win. DP Weinbaum responded by stating that the union attorney recommended the union not consider this option at this time.

II. OLD BUSINESS

A. Isles of Capri Consolidation - Commissioner Page/Chief Schuldt

No activity since last meeting. An advisory meeting is scheduled for March.

B. GGFD/ENFD Merger - Commissioner Hemping/Chief Schuldt

Director Bishop provided the draft legislative bills for the ENFD/GGFD merger and the Isles annexation to the Board.

The hope was for one bill for both the merger and annexation but unfortunately this could not be accomplished. Once the Isles annexation is placed on the primary ballot and passes, Isles becomes part of East Naples and automatically becomes included in the ENFD/GGFD bill which will be put on the ballot on the general election in November.

Once the Bills are officially out, staff will be getting dates scheduled to go to Tallahassee to meet with legislators and to address pension matters.

1. Cost Savings Worksheet
Cost savings to date: \$384,110.57
2. **REMINDER:** Joint BOFC March 11, 2014 from 6-7pm @ FCO

C. CFAS Update - Commissioner Hemping

NSTR - Removed from the agenda in the future.

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D. Market Analysis for District Owned Properties - Commissioner Cross

1. **Village Falls 4981 & 4977 Counter Offer**
Director Bishop requested Board approval to swap the appraisal prices for the Village Falls and Sable properties since the Village Falls appraisal was going to cost more than the Sable property.
Commissioner Cross move to approve swapping the prices. Commissioner Boyer seconded the motion. Motion passed 5-0.
2. **951 and Sable Road Proposal/Counter Offer**
As requested by the Board, the Chief was asked and provided the potential needs for apparatus and land for future expansion with and without the merger.
Commissioner Cross presented a very through market analysis on the Sable property.
After a long discussion, Commissioner Boyer moved to approve Commissioner Cross to continue negotiations with the potential developer to discuss a land swap to include a 1.25 acre minimum with frontage on Sable Palm. Also included was the hiring of an attorney for the terms should something be negotiated. Commissioner Cross seconded the motion. Motion passed 5-0.

III. NEW BUSINESS

- A. AIW - Disposition of Fixed Asset #14-0002 - Sta. 21 Ice Machine - DC Biondo**
DC Biondo presented the Disposition of Fixed Asset, #14-002, Station 21 Ice Machine.
Commissioner Cross moved to approve the disposition of the ice machine. Commissioner Boyer seconded the motion. Motion passed 5-0.
- B. AIW- Job Classifications- Chief Schuldt**
Chief Schuldt presented the job classifications for Administrative and Finance Officer which will replace the Support Services Director job classification and the Support Services Chief classification which will replace the Support Services Division Chief classification.
Commissioner Cross moved to approve the Administrative and Finance Officer and Support Services Chief classifications. Commissioner Cottiers seconded the motion. Motion passed 5-0.
- C. AIW Fire Chief Performance Review - Chief Schuldt**
Chief Schuldt presented the Fire Chief Performance Review which is due March of each year. The Board will fill these forms out by the March meeting.
- D. AIW- Part-Time IT person - Director Bishop**
Director Bishop requested approval for a part time temporary IT person.
Commissioner Page requested this item be brought up at the GGFD meeting and review with Commissioner Steadman for his recommendation since he is very familiar in IT.
Commissioners chose to let this item be decided by the GGFD Board.
- E. AIW - Adoption of New Policy - Chief Schuldt**
 1. **Smoke and Tobacco Free Workplace**
Director Bishop presented the Smoke and Tobacco Free Workplace policy.
Commissioner Cross moved to approve the Smoke and Tobacco Free Workplace policy.
Commissioner Boyer seconded the motion. Motion passed 5-0.
- F. AIW- Civilian Clothing Stipend- Director Bishop**
Director Bishop presented the one time \$100 civilian clothing stipend.

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Commissioner Page moved to approve the one time \$100 civilian clothing stipend.

Commissioner Boyer seconded the motion. Motion passed 5-0.

G. Executive Summary- Sta 22 Emergency Drive Way Repair- DC Biondo

DC Biondo presented the Executive Summary for the emergency driveway repairs at Station 22.

Commissioner Page moved to approve the needed repairs. Commissioner Boyer seconded the motion. Motion passed 5-0.

H. AIW- Joint Meeting Research - Director Bishop

Director Bishop informed the Board, after some investigation and attorney opinion, joint meetings would still need separate actions and motions along with separate records of the proceedings. Also the constituents' perceptions on joint meetings should be considered, therefore staff recommends keeping separate monthly meetings and holding joint meetings every other month.

The Commissioners agreed to continue to continue with the current meeting schedule.

I. Public Comment

None

J. Topics Initiated by the Board of Fire Commissioners

1. Commissioner Cross provided an update on the Chief's contract with regard to the merger after discussion with the Chief.
Commissioner Cross stated that contract would remain an ENFD contract and GGFD would sign it as a third party to accept it until the complete merger.
Commissioner Cross did recommend that the Chief get 20 vacation days a year and 14 sick days at the beginning of his new contract year. At the end of each contract year he would be paid out any unused time and immediately get issued 20 vacation and sick hours again so he would never be without any time available to him.
It was also suggested that his contract be 5 year contract instead of the 3 year currently. All of the Commissioners liked these recommendations and would like to see a draft before voting.
2. Commissioner Boyer was asked to sign new check signing authorizations in order for Chief Sapp to be able to sign ENFD checks. He did not feel comfortable with this and did not want a non employee to sign on ENFD accounts. Commissioner Page did state that Chief Schuldt is a signature holder for GGFD. After discussion, no other commissioners had an issue with this.
Commissioner Cross moved to approve adding AC Sapp to the signature card.
Commissioner Page seconded the motion. Motion passed 4-1 with Commissioner Boyer dissenting.
3. Commissioner Page proposed to the Board the purchase of a small Mac laptop for each commissioner that could be used for district business.
Commissioner Page moved to approve staff purchasing a Mac Book Air or similar laptop for all commissioners not to exceed \$1000 each. Commissioner Cross seconded the motion. Motion passed 5-0.

IV. SIGNATURE OF BOARD APPROVED ITEMS



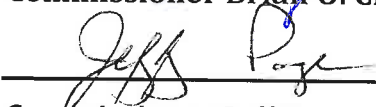
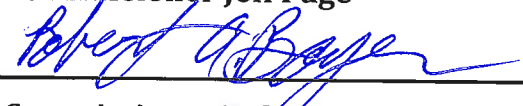
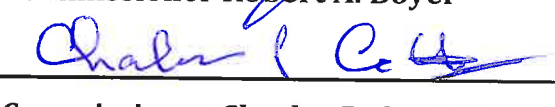
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3. Disposition of Fixed Asset #14-0002 - Sta21 Ice Machine
4. Job Description - Administrative and Finance Officer

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- 5. Job Description -Support Services Chief
- 6. Smoke and Tobacco Free Workplace Policy
- 7. Executive Summary- Sta 22 Emergency Drive Way Repair

V. ADJOURNMENT

Commissioner Cross moved to adjourn the meeting at 9:07 PM. Commissioner Boyer seconded the motion. Motion passed 5-0.

	3-11-14
Chairman Steven E. Hemping	Date
	3/11/14
Commissioner Brian O. Cross	Date
	3/11/14
Commissioner Jeff Page	Date
	3-11-14
Commissioner Robert A. Boyer	Date
	3/11/14
Commissioner Charles P. Cottiers	Date