

**BOARD OF FIRE COMMISSIONERS**  
**GOLDEN GATE FIRE CONTROL & RESCUE DISTRICT**  
**14575 COLLIER BLVD. NAPLES, FLORIDA**  
**MONTHLY MEETING MINUTES**

DATE: April 9, 2014

TIME: 5:30 P.M. – 9:00 P.M.

In attendance: Chairman Gerrity, Commissioners Stedman and McMahan, Chief Schuldt, DC Biondo, Director Bishop, Division Chief Hanson, Admin. Asst. Packard, HR Specialist Debbie Schwarz, Jeff Page, Jim Horner, Michael Ramsey, Bobby Ramsey, Jim Burke, George Danz, Matt Trent, Kenny Moyer, Jose Santana, Chris Tobin, Paul Pernak, Corey Nelson, Scott Wilson, Chris Spenser, Dr. Pat Lynch, Tom Henning, Andy Krajewski, Walter Kopka, and Annette.

Others were in attendance but did not sign in.

**1. Pledge of Allegiance and Invocation**

Chairman Gerrity opened the meeting at 5:30 PM with the Pledge of Allegiance followed by the invocation.

**2. Line of Duty Death Reading and Moment of Silence**

Chief Schuldt stated that there were a total of 12 FF fatalities for the month of March, bringing the total for 2014 to 33 followed by a moment of silence.

**3. Agenda Approval – Changes, Additions and/or Deletions**

Director Bishop requested the addition of the MOU with Collier County under 11.C. (2).

Commissioner McMahan moved to approve the amended agenda with the addition. Commissioner Stedman seconded the motion. Motion passed, 3-0.

**4. Approval of Past Minutes: 03/12/2014 Regular Meeting**

Commissioner Stedman moved to approve the minutes of the 03/12/2014 regular meeting. Commissioner McMahan seconded the motion. Motion passed 3-0.

**5. Treasurer's Report/Expenditure**

Commissioner McMahan reported that the District received, under Misc. and Life Safety, \$24, 888 for the Slope fire and the District is staying within the budget.

- A. FY 12-13 Annual Audit Presentation -Director Bishop /Nathan Philips  
Director Bishop introduced Nathan Philips and reported that all past audit comments have been addressed and removed.  
Nathan Philips presented the FY 12-13 Audit to the Board.

**6. Certificates and Awards**

- A. Firefighter of the Year Award  
Chief Schuldt presented a plaque for the Firefighter of the Year Award to LT Matt Trent
- B. Kevin Schoch - 10 Year Service Award  
Not in attendance.

**7. Fire Chief's Report**

Chief Schuldt highlighted on the following:

- The integrations and modifications to responses are continuing for more effective responses.
- The Greater Naples of Commerce received a request to allow the Fire Chief be considered for nomination to the Chamber Board of Directors. After consultation with the Chairmen the nomination was moved forward and ultimately approved.

- Staff has been extremely busy, at the direction of the Board, on the potential changes to the Fire Code Office operations. Chief Schuldt went on to say that there has been no direction given at this time to dissolve the Fire Code Officials office. ENFD will continue to manage FCO until directed otherwise.
- Received a notice of resignation from GGFD DE Darrell Sapp; interviews were completed today to promote.
- BC Krajewski and LT Taylor attending a meeting in reference to the Marine Ops program.
- ENFD FF Manny Morales has been named the 2013 Career Firefighter of the Year from the State.
- ALS participants are currently going through the ALS Academy in anticipation of the ALS Engine Program.
- AC Sapp is in Indianapolis attending a training conference.

**8. Citizen's Advisory Committee**

Chief Schuldt reported a meeting was scheduled for last week. No business was done due to a lack of a quorum. Chief Schuldt did update the citizen's that did show up on the merger.

**9. Other Reports**

**1. Operations Report- Assistant Chief Sapp**

Chief Schuldt reported in AC Sapp's absence that the joint districts ran 1628 calls for the month of March.

There was a lengthy discussion between Chief Schuldt and the Commissioners in regard to the use and location of Tower 72 instead of Pumper 71.

Chief Schuldt also reported that ENFD signed a lease agreement with the County at the ENFD BOFC meeting to house an EMS unit and crew at Station 20 in order to improve response times.

Chairman Gerrity would like to see a trend analysis added to the Operations Report in the future.

**2. Logistics Report - Deputy Chief Biondo**

As submitted.

**a) Fire and Life Safety Report - Division Chief Hanson**

DC Hanson reported that each inspector had around 100 inspections for the month of March and new construction continues.

**3. Administration and Finance - Director Bishop**

Director Bishop reported that a majority of time was spent getting the audit finished and comments removed. The windfall of money received for the Slope fire was a nice surprise. Some time was spent in Tallahassee in regard to CS/HB 949 and CS/HB 951.

Chairman Gerrity thanked Director Bishop for all the work in getting the audit comments removed. The entire staff deserves an at-a-boy.

**10. Local 2396 Labor Report**

President Chris Tobin reported that the MDA drive was held raising over \$6000. Merger talks with Immokalee Fire have begun. Formal votes have been taken with both unions to begin the process. The Districts are looking forward to the ALS program to be and running. There is a bargaining session scheduled for Thursday, April 10<sup>th</sup>.

**11. Old Business:**

**A. Consolidation Issues – Commissioner Gerrity**

Chief Schuldt began by thanking Director Bishop and Attorney Varn for doing a tremendous job on the legislation. The time spent in Tallahassee the past two weeks were very successful with lots of working accomplished.

**1. Cost Savings Worksheet**

The Joint District has realized a net savings of \$476,686.

2. CS/HB 949: Isles of Capri Annexation  
Director Bishop stated that the Bill has passed through both House Committees and are waiting to be placed on the House calendar. The typographical errors have been corrected as well as the amendment to the voting language. The referendum will be placed on the Primary Election Ballot to be held August 26, 2014.
3. CS/HB 951: ENFD/GGFD Merger  
Director Bishop stated that this Bill also has passed through both committees and is waiting to be put on the House calendar. All typographical errors were changed and fixed. Most importantly the voting language has been fixed to read to take effect only upon the approval of the majority vote of the qualified electors in the East Naples division and if applicable section 202 (the Isles piece), and approval of the majority vote of the qualified electors in the Golden Gate division in a voting referendum to be held in conjunction with a general election to be held in Collier County on November 4, 2014. Chairman Gerrity requested information on the retirement meeting in Tallahassee. Director Bishop informed the Board that FRS was concerned by language in the Bill referencing whether the act of the two fire districts was a merger or the creation of a new district. It was confirmed that the act is a merger therefore there is already established service with FRS. On the 175 side, there is going to be some review on what area the merged district would receive the insurance premium tax dollars from if the Plan was closed to new members.
4. Dr. Pat Lynch – Business Alignment Strategies  
Chief Schuldt introduced Dr. Pat Lynch.  
Dr. Lynch began by saying that her Father lives in Naples and he was the one who brought her attention to the merger. She works for fire departments and thinks that amazing things are being done with this merger. She incorporates what ENFD/GGFD is doing in her speaking engagements because others need to hear about it. Lots of departments try to merge and are not very successful at it but ENFD/GGFD is doing it right. The processes that ENFD/GGFD are using can be used anywhere with any size of department. People are paying attention because ENFD/ GGFD is doing a good job.

B. Fire Chief Performance Review - Chief Schuldt

All performance reviews need to be turned in to Chief Schuldt.

Chairman Gerrity commended Chief Schuldt on the tremendous job and asset he has been to the District and community. Chief Schuldt in turn commended the staff on their hard work and dedication.

C. Fire Code Office Operational Modifications - Chief Schuldt

Chief Schuldt began by informing the Board that the ENFD Board signed the Interlocal and MOU with the County and informed them that AFCO Robert Salvaggio and Deputy FCO Ricco Longo retired from Fire Code and thanked them for their service. As administrator to the Fire Code, contingency plans are being worked on for the interim period, no hiring at this time to replace retired employees; potentially bringing in some 3<sup>rd</sup> party contractual personnel to help. NNFD Chief Stolts contacted Chief Schuldt to inform him that the NNFD Interlocal/MOU with the County is planned on being discussed at the NNFD Board meeting tomorrow with the direction of ultimately pulling out of Fire Code.

1. **Interlocal Agreement with Collier County**  
Chief Schuldt presented the Interlocal Agreement to the Board and explained that this ILA would transfer responsibility of fire plans review to Collier County for the Golden Gate Fire District. The East Naples/ Golden Gate Fire Chief will serve as the Fire Marshal authority to protect our interests. In addition, Employment hiring practices for the County employees were implemented as well as having the Districts participate in the hiring process. The County will pay 50% toward the ENFD Fire Marshal salary Areas of responsibility include East Naples/Golden Gate, Isles of Capri, Ochopee and District One. There has been no direction given to dissolve the Fire Code Official's office, East Naples will continue to administer the Fire Code Office overseeing Big Corkscrew Fire and Immokalee Fire. The East Naples Board voted to hire a Deputy Fire Marshal who will be the liaison between the Plan Reviewers and inspectors out in the field.  
Commissioner Henning informed the Board that the County is ready to post the positions next week and space is being created to accommodate the employees. East Naples staff will be involved in the hiring.  
Commissioner Stedman moved to approve the Interlocal moving plan review and inspection. Commissioner McMahan seconded for discussion. After a discussion between Commissioners, staff and public, Motion passed 2-1, with Commissioner McMahan dissenting.
2. **MOU with Collier County**  
Director Bishop presented the MOU to the Board.  
Commissioner Stedman moved to approve the Memorandum of Understanding for Plan Review and Inspection. Chairman Gerrity seconded the motion. Motion passed 2-1, with Commissioner McMahan dissenting.

- D. **ALS Program Agreement Draft - Chief Schuldt**  
Chief Schuldt presented the ALS Program Agreement Draft again after Commissioners requested time to review before taking any action. Chief Schuldt would like to finalize any thoughts, comments and concerns and to be able to come back at the next meeting to set some clear direction.  
Commissioner Stedman responded by stating that he did not have any concerns except that there was no mention of the fiscal impact from this program; would gladly feel more comfortable acting on this once the fiscal impact has been presented. It was decided to bring back next month after negotiations and fiscal impact is known.
- E. **Golden Gate Station 74 - Commissioner McMahan**  
Nothing significant to report.

## **12. New Business:**

- A. **AIW- Mid-Year Budget Review - Director Bishop**  
Director Bishop presented the mid-year budget review. The carry forward amount from FY 12-13 has been reflected as an increase of \$362,458. Additional revenue from the Slope fire reimbursement, return of SCBA Fund B money and past due false alarm billing have also been adjusted. On the expense side, adjustments have been made between line items with no affect to the overall operating budget of \$8,191,291. Adjusted revenue figures have been applied to the 9900 Reserves – Fiscal Year Start Up. The FY 13-14 General Budget has been increased by \$398,398 for a total of \$11,669,952.  
Commissioner Stedman moved to approve the adjusted FY 13-14 General Fund Budget in the amount of \$11,669,952. Commissioner McMahan seconded the motion. Motion passed 3-0.

- B. AIW- Immokalee FD Apparatus Maintenance Agreement- Director Bishop  
Director Bishop explained that the fleet maintenance agreement with Immokalee and Big Corkscrew ended. Chief Anderson and staff have been discussing options for contracting apparatus repairs and maintenance with ENFD/GGFD. An agreement was drafted. The draft agreement went before the Immokalee board in March and was approved. This agreement is on an as needed basis. The agreement will run for six months as a trial and then can be renewed annually.  
Commissioner Stedman moved to approve the Apparatus Maintenance Service Agreement between the East Naples – Golden Gate Fire Districts and the Immokalee Fire District, to commence upon approval of all three District’s Boards. Commissioner McMahon seconded the motion. Motion passed 3-0.
- C. AIW- Nationwide 457 Participant Loan Agreement - Director Bishop  
Director Bishop explained that both ENFD and GGFD offer employees the voluntary option to participate in the Nationwide 457(b) Deferred Compensation Plan through payroll deduction. Several employees have inquired about loan provisions, which was not an option when the plans started. Nationwide would handle all of the administration. An employee could borrow up to 50% of their balance. If the employee were to leave employ then the total amount becomes due and payable or the loan goes into default. There is also an option to borrow for the purchase of a home.  
Commissioner Stedman moved to approve staff’s recommendation thereby authorizing participation in the Nationwide Retirement Solutions 457(b) loan provision and checking yes to item 17 on page 3 of the document. Commissioner McMahon seconded the motion. Motion passed 3-0.
- D. AIW- Golden Gate Land Trust Acceptance- Director Bishop  
Director Bishop, in AC Sapp’s absence presented the Golden Gate Land Trust Acceptance. AC Sapp attended and presented a proposal to the Golden Gate Estates Land Trust Committee. The proposal was for the modification and conversion of 2 – 5 ton military trucks into brush trucks and the paint and modification of 1 – 5 ton recovery vehicle for a total not to exceed \$150,000. The Land Trust Committee accepted the proposal and the request will now go to the Collier County Board of Commissioners for fund approval. No action is required at this time. Staff will bring back to the Board the formalized agreement for signature upon receipt from the County.
- E. AIW- Gas Air Monitor purchase Request - Dir. Bishop & B/C Krajewski  
Director Bishop, along with GGFD BC Krajewski explained the need for the purchase of gas monitors for the Districts. ENFD only has one monitor that is aging and GGFD has four that are being phased out due to age and the inability to purchase repair parts. This purchase will enhance both districts response capabilities to hazard materials as well as firefighter and civilian life safety scenarios. This will allow us to not rely on other districts for these monitors. These were budgeted for.  
Commissioner Stedman moved to approve the purchase of the requested gas monitors and calibration gas in the amount of \$8,286.01. Commissioner McMahon seconded the motion. Motion passed 3-0.
- F. AIW- Disposition of Vehicles 14-001 - Deputy Chief Biondo  
Chief Biondo presented the Disposition of Vehicles.  
Commissioner McMahon moved to approve the Chief’s recommendation to sell the 4 District vehicles at the staff’s recommended minimum sale price. Commissioner Stedman seconded the motion. Motion passed 3-0.

G. Reminder- Next Joint ENFD/GGFD Board meeting Wednesday, May 14, 2014

**13. Comments from Public and Commissioners**

Commissioner McMahon thanked everyone for their efforts and to keep doing what you are doing.

Commissioner Stedman commented on everyone doing a great job.

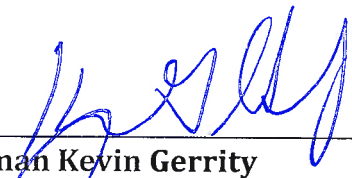
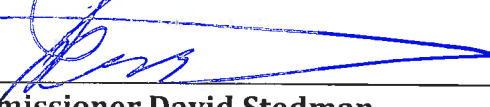
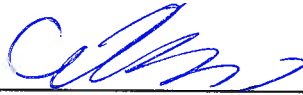
Chairman Gerrity stated that one of the line of duty deaths was from Ohio in the area he was from.

**14. Items for Next BOFC Meeting Agenda (May 14, 2014)**

1. ALS Agreement
2. Tower 72 Deployment

**Adjourn**

Commissioner McMahon moved to adjourn the meeting at 7:45 PM. Commissioner Stedman seconded the motion. Motion passed 3-0.

 _____ <b>Chairman Kevin Gerrity</b>	<i>5/14/2014</i> _____ <b>Date</b>
 _____ <b>Commissioner David Stedman</b>	<i>05/14/14</i> _____ <b>Date</b>
 _____ <b>Commissioner Chuck McMahon</b>	<i>5/14/14</i> _____ <b>Date</b>