

**MINUTES**  
**GREATER NAPLES FIRE RESCUE DISTRICT**  
**BOARD OF FIRE COMMISSIONERS MEETING**  
**June 14, 2016**

**I. MEETING OPENED**

Chairman Page called to order the regular meeting of the Greater Naples Fire Rescue District's Board of Fire Commissioners at 5:30 PM on June 14, 2016 at Administrative Headquarters. Present were Chairman Page, Commissioners Cottiers, Hemping, Cross, Gerrity and Stedman. Commissioner Boyer was absent due to a family emergency and Commissioner McMahon attempted to attend via phone that resulted in a bad connection wherein he was not available for part of the meeting.

Executive staff in attendance: Assistant Chief Sapp, Deputy Chief Low, Deputy Directors Bishop and Martin. Staff in attendance: Michele Packard, Nicole Chesser, Suanne Woeste, Brian Beauvais & family, Aaron Fly & family, Adam Orsolini & family, Maria Mercedes Carrillo, Justin Beasley & family, Eric Dilyard, Jordan Boutilier, Manny Arroyo, Shar Hingson, Khris Klock, Brandon Bunting and Jarett Cotter. Members of the public included: Donna Dolan, Jean Kungle, Jim Horner, Tony Grau, and Alan McLaughlin. Others were in attendance but did not sign in.

**A. Pledge of Allegiance and Invocation**

Chairman Page opened the meeting with the Pledge of Allegiance followed with the invocation by Commissioner Gerrity.

**B. Line of Duty Deaths Reading and Moment of Silence**

Asst. Chief Sapp, in Chief Schuldt's absence, reported that there were a total of 3 FF fatalities for the month of May, bringing the total for 2016 to 24, followed by a moment of silence.

**C. Additions and Deletions to the Agenda**

Director Bishop requested the following amendments to the agenda:

- Agenda item III.D. Presentation of the FY14-15 Annual Audits be moved below I.G. Awards and Recognition, making it I.H.
- Two award recipients absent from the May meeting added under I.G. Awards and Recognition: Retirement of DE Brian Beauvais & 15 year Service Award for LT Aaron Fly.
- Addition of Disposition of Fixed Assets #16-003 – Computers and Monitors to III. E.

**D. Approval of the Agenda**

*Commissioner Hemping moved to accept the agenda as amended. Commissioner Cottiers seconded the motion. Motion passed 6-0.*

**E. Approval of the GNFD Board Minutes for May 17, 2016**

*Commissioner Hemping requested the correction in the spelling of Dr. Wise to Dr. Allen Weiss. Commissioner Hemping moved to approve the board minutes for the May 17, 2016 regular meeting as amended. Commissioner Gerrity seconded the motion. Motion passed 6-0.*

**F. Consent Agenda**

*Commissioner Gerrity moved to approve the consent agenda as presented. Commissioner Cottiers seconded the motion. Motion passed 6-0.*

1. Treasurer's Report
2. Operations Section Report – Assistant Chief Sapp
3. Administration and Finance Section Report – Deputy Director Bishop
4. Planning Section Report – Deputy Chief Martin
5. Logistics Section Report – Deputy Chief Low
6. Investigations Section Report – Division Chief Hanson
7. At-A-Boys
  - a) Countryside Thank You – Assistant Chief Sapp
  - b) Barbara Bolden Thank You – DE Hennessy, DE Szempruch & FF Quinn

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- c) Customer Satisfaction Surveys – LT Insp. Bigica, Captain Hingson, Insp. King, LT. Insp. Cruz, Insp. Machin, LT Nelmes, DE Sims, CC Medic Drescher, LT Insp. Riley & Insp. Stewart
- d) Valerie & Tom Murphy Thank You – LT McGowan & CC Medic Neuman

**G. Awards and Recognition:**

1. **Retirement – DE Brian Beauvais**  
Asst. Chief Sapp congratulated and thanked DE Brain Beauvais on his retirement and for his 30 years of service with the District. He was presented with an axe in recognition of his retirement.
2. **15 Year Service Award – LT Aaron Fly**  
Asst. Chief Sapp presented a plaque to LT Aaron Fly in recognition of his 15 years of service with the District.
3. **Driver Engineer Promotions – FFs Orsolini & D. Perez**  
Asst. Chief Sapp presented a certificate and DE badge to FF Adam Orsolini in recognition of the promotion to Driver Engineer. His badge was pinned on by Adam’s wife Donia. FF David Perez was not in attendance.
4. **Finance Specialist Promotion – Receptionist Maria Mercedes Carrillo**  
Deputy Director Bishop presented a certificate to Maria Mercedes Carrillo in recognition of her promotion to Finance Specialist.
5. **10 Year Service Award – FFs B. Mading & Beasley**  
Asst. Chief Sapp presented a plaque to FF Justin Beasley in recognition of his 10 years of service with the District.

**H. Presentation of FY 14-15 Annual Audits – Deputy Director Bishop**

Deputy Director Bishop introduced Tony Grau with Grau & Associates who provided an overview of the audits for Greater Naples Fire Rescue District and Office of the Fire Code Official. *Commissioner Cross moved to accept the FY 14-15 Audits as presented for Greater Naples Fire Rescue District and Office of the Fire Code Official. Commissioner Hemping seconded the motion. Motion passed 6-0.*

**I. Fire Administration – Chief Schuldt**

1. **Fire Chief’s Board Update**  
In Chief Schuldt’s absence, Chairman Page requested the Board review the Chief’s report. Asst. Chief Sapp added that all newly hired firefighters have completed orientation and have been assigned a shift.

**J. Chapter 175 Firefighters’ Pension Plan – Chairman Arroyo**

Chairman Arroyo reported on the following:

- The Board has increased its investment up to another \$300,000 with American Core Realty Fund.
- Approval for a yearlong trial of an online retirement benefits calculator software program for member use.
- For the first two quarters of the fiscal year, earnings are at \$656,000 or a net increase of +3.3%. Total portfolio was \$21,228,190.
- Next quarterly Board of Trustees Meeting is scheduled for Friday, August 12, 2016 at 9:00AM at GNFD Administrative Headquarters.

**K. Local 2396 Report**

Nothing Significant to Report

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**II. OLD BUSINESS**

- A. Emergency Services Task Force Meeting – Commissioner Hemping**  
Commissioner Hemping reported that the next scheduled meeting is Thursday, June 16, 2016 at 9:00 am at GNFD Administrative Headquarters.
- B. Joint Board Meeting Discussion – Chairman Page**  
1. **Immokalee Fire Control Proposed Dates: July 7<sup>th</sup> or 14<sup>th</sup>**  
Commissioner Page requested input from the Board on availability and a venue for a joint meeting with North Collier Fire and Immokalee Fire. After discussion, Chairman Page directed staff to research venue availability for July 14<sup>th</sup> at either the classroom at Fire and Life Safety HQ or a room at the North Collier Regional Park and send an invitation out to North Collier and Immokalee.
- C. Ochopee Fire/Station 63 Update – Chief Schuldt**  
Ochopee Fire Chief McLaughlin reported, in Chief Schuldt's absence, that the interlocal agreement process is a living document that continues to be worked on.
- D. Fire Chief Employment Agreement – Commissioner Cross**  
Commissioner Cross presented the revised Fire Chief's Employment Agreement to the Board noting one change with regard to salary. The Board, at the May meeting approved a raise in the amount \$155,000 which has been revised in the agreement to reflect a \$150,000 annual salary with an additional \$5000 placed into the Chief's Deferred Compensation account. There was board discussion on the annual 2% (at a minimum) merit increase after review of the performance evaluation. Discussion continued on whether a cost of living increase should be added. The 2% merit will stay for now. During the next performance review there can be discussion on the 2% and suggestions can be made for a percentage change at that time. Commissioner Gerrity requested the documentation from Commissioner Hemping supporting the Chief's salary.  
*Commissioner Stedman moved to approve the Employment Agreement between GNFD and Kingman Schuldt as submitted. Commissioner Hemping seconded the motion. Motion passed 6-1 with Commissioner Gerrity opposed.*
- E. AIW – Allocation of Proceeds from T72 Sale – Deputy Director Bishop**  
*Chairman Cottiers moved to approve staff's recommendation and authorize the proceeds from the sale of Tower 72 to be allocated to Bancorp for payment #2 of the 107" aerial. Commissioner Stedman seconded the motion. Motion passed 7-0.*

**III. NEW BUSINESS**

- A. AIW – FY 15-16 General Fund Amended Budget – Deputy Director Bishop**  
Director Bishop presented the FY 15-16 General Fund Amended Budget after the audit release which resulted in an increase of the carry forward from FY 14-15. Incorporation of the funds realized from the Isles of Capri Management Agreement additions to revenue and a few modifications to the expense line items to capture current expenses. Also the inclusion of the Isles of Capri employees and additional expenses approved by the Board since the adoption of the budget.  
*Commissioner Cross moved to accept staff's recommendation and make a motion to approve the amended FY 15-16 General Fund Budget in the amount of \$30,585,987.10. Commissioner Hemping seconded the motion. Motion passed 7-0.*
- B. AIW – FY 15-16 Impact Fund Amended Budget – Deputy Director Bishop**  
Director Bishop presented the FY 15-16 Impact Fund Amended Budget which included an increase in reserves from \$2.3 million to \$2.7 million after the audit was released. The expenses were revised due to the purchase of the marine vessel which resulted in a new Impact Fund budget in the amount of \$3,759,025.

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*Commissioner Gerrity moved to accept staff's recommendation and make a motion to approve the amended FY 15-16 Impact Fund Budget in the amount of \$3,759,025. Commissioner Cottiers seconded the motion. Motion passed 7-0.*

**C. Adoption of CBA Article 41: Promotion – Assistant Chief Sapp**

Asst. Chief Sapp presented the amended CBA Article 41 for Shift Promotions with the requirements for the promotional testing of Captain which has been TA'd by the Local and the Chief. The pay for this promotion will be negotiated in a separate session.

*Commissioner Gerrity moved to approve and adopt amended CBA Article 41 for Shift Promotions. Commissioner Stedman seconded the motion. Motion passed 6-0.*

**E. AIW – Portable Radio Purchase – Assistant Chief Sapp**

Asst. Chief Sapp stated that in the current budget, \$600,000 was earmarked in the Reserve for Contingency for the radio replacement program that needs to be completed in order to be compatible with the Collier County Sheriff's updated radio system communications infrastructure. The District is able to trade in approximately 106 portable radios for a \$19,610 credit toward the new purchase. In addition, the vendor is offering special pricing which provides for an additional \$72,000 savings. The total cost for the radios is \$344,112.30. Commissioner Stedman requested a sole source letter be included in the future.

*Commissioner Stedman moved to support staff's recommendation, thereby releasing \$344,112.30 from reserves for the purchase of the new portable radio communications equipment.*

*Commissioner Gerrity seconded the motion. Motion passed 6-0.*

**F. Disposition of Fixed Assets #16-003 – Computers and Monitors – Deputy Chief Low**

*Commissioner Gerrity moved to approve Disposition of Fixed Assets #16-003 for computers and monitors as surplus. Commissioner Stedman seconded the motion. Motion passed 6-0.*

**F. Topics Initiated by the Board of Fire Commissioners**

1. Chairman Page would like to staff to address the issues with the call in process for Commissioners calling into the meetings and assess a better option.
2. Commissioner Cross requested staff set up a workshop for an Impact Fee presentation separate from a regular board meeting.
3. Commissioner Gerrity stated that at the Emergency Services Task Force meeting on Thursday he was going to try to get the meetings moved to evenings for a short time; to see how it goes, in order to accommodate those that cannot attend the morning meetings. It may increase attendance.

**G. Public Comments**

None

**IV. SIGNATURE OF BOARD APPROVED ITEMS**


1. GNFD Regular Board Meeting Minutes for May 17, 2016
2. Fire Chief Employment Agreement
2. CBA Article 41 – Shift Promotions
4. Disposition of Fixed Assets #16-003 - Computers

**V. ADJOURNMENT**


*Commissioner Stedman moved to adjourn the meeting at 7:07 PM. Commissioner Hemping seconded the motion. Motion passed 6-0.*

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Duly passed with a vote of 8 to 0 and adopted in session on the 19<sup>th</sup> day of July 2016.


  
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Chairman Jeff Page


  
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Commissioner Charles Cottiers

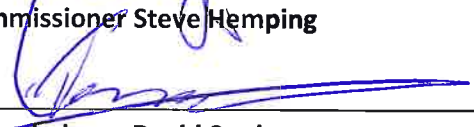
  
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Commissioner Kevin Gerrity

  
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Commissioner Chuck McMahon

*Attended via Skype*  
\_\_\_\_\_  
Commissioner Rob Boyer

  
\_\_\_\_\_  
Commissioner Brian Cross

  
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Commissioner Steve Hemping

  
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Commissioner David Stedman