

MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
August 11, 2015

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 August 11, 2015 at Administrative Headquarters. Present were Chairman Page, Commissioners Gerrity, McMahon, Cross and Stedman. Commissioner Boyer joined via FaceTime and Commissioner Hemping joined via conference call shortly after the meeting was called to order. Commissioner Cottiers was excused for a family illness. Executive staff in attendance: Chief Schuldt, Deputy Chief Low, Deputy Chief Biondo & family, Division Chief Hanson, Deputy Directors Bishop and Martin. Staff in attendance: Michele Packard, Nicole Chesser, Brian Mading, Jamie Popiol, Bill Packard, Steve Riley, Daniel Sawyer, Brandon Bunting and family. Members of the public included; Jim Burke, Jean Kungle and Greg Speers. 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 by the invocation by Commissioner Gerrity.

B. Line of Duty Deaths Reading and Moment of Silence

Chief Schuldt reported that there were a total of 3 FF fatalities for the month of July, bringing the total for 2015 to 49 followed by a moment of silence.

C. Additions and Deletions to the Agenda

Director Bishop requested the following additions and deletions:

Addition of handout to II. Old Business, C. - Isles of Capri Interlocal Agreement Draft

Deletion of II. Old Business, E. - Isles of Capri Update due to being a duplicate of II.C.

Addition and handout of III. New Business, I. – PPE Storage Lockers

D. Approval of the Agenda

Commissioner Cross moved to approve the agenda as amended. Commissioner Stedman seconded the motion. Motion passed 7-0.

E. Approval of the GNFD Board Minutes for July 14, 2015

Commissioner McMahon moved to approve the board minutes for the July 14, 2015 regular meeting as presented. Commissioner Gerrity seconded the motion. Motion passed 7-0.

F. Consent Agenda

Commissioner McMahon moved to approve the consent agenda as presented. Commissioner Gerrity seconded the motion. Motion passed 7-0.

1. Treasurer's Report
2. FCO's Treasurer Report
3. Operations Report – Assistant Chief Sapp
4. Administration and Finance Report – Deputy Director Bishop
5. Support Services Report – Deputy Chief Biondo
 - a) Fire and Life Safety Report – Division Chief Hanson
 - b) Fleet Report
 - c) Logistics
6. At-A-Boys
 - a) Lely High School Thank You – Lt. John Bigica

G. Awards and Recognition

1. Introduction of New Employee: Deputy Chief Rob Low
Chief Schuldt introduced and swore in Deputy Chief Low to the Board.
2. 15 Year Service Award– Lieutenant Brandon Bunting
Chief Schuldt recognized LT Bunting for his 15 years of service with the District presenting him with a plaque and service bar.

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3. Retirement Service Award – Deputy Chief Nick Biondo
Chief Schuldt, along with DC Hanson and DC Low, recognized DC Biondo for his 26+ years of service to the District with the presentation of a retirement axe.

H. Fire Administration – Chief Schuldt

1. Fire Chief's Board Update

Chief Schuldt reported on the following:

- The Facilities Maintenance position has been filled with a start date expected within the next few weeks.
- Workspace reorganization utilizing space at Station 70 and fleet operations at the Shop.
- District wide training on the 75' Pierce ladder in preparation for placing it in service. The Air and Light unit is still in production and delivery should be during the final quarter of 2015. The newly purchased E75 is expected in late August and the 107' aerial is due in October. The broker agreement for the sale of T72 is in the final stages of completion.
- The Fire and Life Safety office transition continues with a few members of the staff already working out of the new office. The transfer of the IT connectivity platforms is in process along with the rebranding of the building. Completion of the move and full facility functionality is expected by the end of August.
- The District has kicked off the annual Back to School Sneaker Drive and is teaming up this year with the Golden Gate Kiwanis.
- The District participated in the City of Naples Independence Day parade along with the fireworks display at Sugden Park.
- Attending the IAFC's conference in Atlanta, GA, August 25th - 29th; participating in two presentations regarding the District merger.

I. Chapter 175 Firefighters' Pension Plan

Nothing significant to report.

Director Bishop did provide a reminder that the next quarterly meeting will be held on Friday, August 14th at Fire and Life Safety Headquarters.

J. Local 2396 Report

Vice President Brian Mading reported on the following:

- Work continues for a smooth transition of the Isles of Capri Local 2719 into Local 2396.
- The contract was voted on, approved by the body and ratified. The Local is awaiting approval by the Board of Fire Commissioners.

Chief Schuldt added that the District responded to a structure fire that resulted with some heroic efforts. Three occupants were trapped and rescued by firefighters with assistance from the Collier County Sheriff's Office. The personnel responsible will be recognized at the September board meeting. The District is working with Local 2396 to provide support to the family.

II. OLD BUSINESS

A. Emergency Services Task Force Meeting – Commissioner Hemping

Commissioner Hemping reported that the next meeting will be held August 20th. He went on to say that everyone is invited and is pleased with the great progress of the group with the open dialogue on all emergency service issues in the County.

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B. Fire Code Office – Director Bishop

Director Bishop stated there is nothing significant to report this month but did say that a rebuttal letter was submitted to North Collier Fire. The liability waiver letters are ready to be sent in the hope of getting everything wrapped up.

C. AIW – Isles of Capri Interlocal Agreement Draft – Chairman Page/Director Martin

Chairman Page presented the Isles of Capri Interlocal Agreement Draft to the board after meetings with the County and representatives from both the Greater Naples and Isle of Capri unions. Director Martin noted some changes made, including, striving to man the fire truck with three firefighters, but always a minimum manning of two. There is an MOU being put together to allow for use of the EMS boat. Also added was the request from this Board keeping the County responsible for any capital expenses related to equipment, vehicles and inventory in excess of \$5000 for repair or replacement.

Commissioner Gerrity requested a confirmation that all Isles employees will be hired with GNFD. Director Martin replied in the affirmative.

Commissioner Cross had some concern on who was insuring the property and assets. Director Martin stated that it would be best for the County to maintain the insurance during this management period.

Commissioner Boyer was concerned the District would lose money with this agreement. Director Martin stated that with the MSTU in place and other measures, the costs would remain neutral.

Commissioner Cross moved to approve the Isles of Capri Interlocal Agreement with Collier County. Commissioner Stedman seconded the motion. Motion passed 7-0.

D. AIW – 2016 Legislative Session Update – Deputy Director Bishop

1. Legislative Engagement Letter – Deputy Director Bishop

Director Bishop presented the engagement letter for counsel for preparation of several local bills during the 2016 legislative session for the Isles of Capri and District One boundary expansions and the amendment to 2014-240 for the election of commissioners district-wide.

Commissioner Gerrity moved to proceed with hiring the Manson Bolves Donaldson law firm and the three proposed bill concepts for presentation to the 2016 Legislative Delegation. Commissioner Boyer seconded the motion. Motion passed 7-0.

2. Timeline

- a) Bills submitted to Local Delegation by September 15, 2015
- b) Local Delegation Hearing October 15, 2015

3. Isles of Capri

Commissioner Cross moved to approve the Isles of Capri Bill. Commissioner Stedman seconded the motion. Motion passed 7-0.

4. District One

Commissioner Cross moved to approve the District One Bill. Commissioner Stedman seconded the motion. Motion passed 7-0.

5. Election Seats

Commissioner Cross moved to approve the Election Seats Bill. Commissioner Boyer seconded the motion. Motion passed 7-0.

E. Isles of Capri Update – Chairman Page

Duplicate of II. C. - Deleted

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III. NEW BUSINESS

A. Local 2396 Collective Bargaining Agreement Ratification – Chief Schuldt

Chief Schuldt, along with Local 2396 VP Brian Mading, presented the Collective Bargaining Agreement (CBA) for approval.

Commissioner Stedman stated that he thought it went better than anticipated and he congratulated both management and the Union on a job well done.

Commissioner Hemping also congratulated everyone that participated on this not so easy task.

Chairman Page thanked Commissioner Hemping for his participation.

Commissioner Cross moved to approve staff's recommendation and approve the Contract that was approved and TA'd by the Union. Commissioner Stedman seconded the motion. Motion passed 7-0.

B. AIW – Salary / Market Adjustments – Chief Schuldt

Chief Schuldt explained that the District has been conducting an on-going salary analysis for all currently funded positions with the task being largely completed with the conclusion of the CBA.

With that being said he would like to address certain salaries of the administrative, non-uniform staff members which have been included in the budget in the amount of approximately \$55,000.

Commissioner Gerrity requested amending the motion to include a 5% salary increase for Chief Schuldt. After further discussion it was decided to leave the motion stated as is and to address a

raise for Chief Schuldt at the September board meeting. Also discussed, staff that was below market would receive a raise and those at market or above would receive incentive pay or a

bonus. Merit will be recognized once a performance appraisal system is put in place.

Commissioner Cross requested the Chief's salary be placed on the September agenda.

Commissioner Cross moved to support the Chief's recommendation to make appropriate market and other financial adjustments as recommended. Commissioner Stedman seconded the motion. Motion passed 7-0.

C. AIW – Immokalee Fleet Agreement – Deputy Director Bishop

Director Bishop stated that the Immokalee Fleet Agreement had expired and Immokalee has presented a new agreement. Director Bishop went on to say that staff's recommendation with the commitment of time to Marco Island Fire and soon to be Isles of Capri MSTU, it is not in the best interest of the District to renew this agreement.

Commissioner McMahon wanted to know if Immokalee was ok with GNFD not renewing. Chief Schuldt responded by saying that Immokalee had rewritten the agreement requesting help only in emergencies and after hour's issues. He added that with the distance needed to be driven and working after hours, GNFD would have to raise the price significantly to make it worthwhile to the District. Chief Schuldt added that they have hired a mechanic to their staff now. Both Commissioners Gerrity and Hemping felt this should be continued to maintain community relations and provide a cost plus offer to them.

Commissioner Boyer stated he does not see how the District would have the time with so much work of our own to do.

Commissioner Cross moved to approve staff's recommendation to terminate the current fleet agreement with Immokalee Fire Control District. Commissioner Boyer seconded the motion. Motion passed 5-2 with Commissioners Gerrity and McMahon opposed.

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D. AIW – Resolution 2015-12 False Fire Alarm Fee Schedule – Division Chief Hanson

Chief Hanson presented Resolution 2015-02 which combines the former ENFD and GGFD false fire alarm fee schedules. The first false alarm will be a warning, the second will bring a \$250 user fee, the third and subsequent false alarms will bring a \$500 user fee. After 90 days of no additional false alarms the current cycle will reset.

Commissioner McMahon stressed the importance of the District conducting inspections in the schools and the high number of false alarms the District responds to at no charge.

Director Bishop added that both former district boards voted not to charge the schools for false alarms. All commissioners agreed that this was something to address.

Commissioner Gerrity moved to direct the Chief to work with the Fire Marshal through state level lobbying to require the school districts to succumb to the inspections by the fire districts and to pay for false alarms as well as bill for false alarms. After a lengthy discussion, all the commissioners agreed to the importance of this and the need for legislation.

Commissioner Gerrity moved to support staff's recommendation by approving Resolution 2015-12; False Fire Alarms effective September 11, 2015. Commissioner Stedman seconded the motion. Motion passed 7-0.

E. AIW – Impact Fee Collection Agreement with Collier County – Deputy Director Bishop

Director Bishop presented the Impact Fee Collection Agreement with Collier County explaining that the District currently reimburses the County for an administrative fee for the collection of the impact fees. ENFD's fee was set at 1.5% and GGFD's fee was set at 1% of the collected impact fees. With the merger it has become necessary to set a single administrative fee. Staff recommends entering into an interlocal agreement with Collier County setting the fee at 1% which will result in a savings of one half of a percent for this service in the former ENFD boundary area.

Commissioner Cross moved to proceed with submitting the Interlocal Agreement to the Collier County Board of Commissioners to establish a 1% administrative fee for the collection of Greater Naples Fire Rescue District impact fees. Commissioner Gerrity seconded the motion. Motion passed 7-0.

F. AIW – PEHP Presentation – Deputy Director Bishop

Deputy Director Bishop informed the Board that staff, along with the Healthcare Committee has come up with a district wide viable plan in the form of a PEHP for post-employment healthcare options which would replace the ENFD post-employment healthcare policy. Vested former ENFD employees would have the option to freeze their current post-employment benefit or choose the PEHP. The PEHP allows participants to invest the employer contributions and the length of the plan. Employees that worked a "career" with the District would be eligible with years in service thresholds. The plan is funded as the benefit is earned, eliminating an unfunded liability in the future. The plan provisions are for contributions to be made up to 10 years once a time-in-service crediting requirement is met and the contribution amount would be \$5000 annually (maximum \$50,000).

Commissioner Boyer spoke in favor of the motion but would like some additional time to get a better understanding of the plan; he would like to wait until next month to vote.

Commissioner Hemping recommended this item be voted on and not wait; the discussion has been going on for a while now and this is a positive for both the District and employee.

Chairman Page stated that the call for the vote will proceed and assured Commissioner Boyer that there will be more education provided.

Commissioner Cross moved to proceed with the establishment of the Nationwide PEHP program as described, to rescind the ENFD Post-Employment Healthcare Policy 2007-08, and establish a new GNFD

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Post-Employment Health Plan Policy, effective October 1, 2015. Commissioner Gerrity seconded the motion. Motion passed 6-1, with Commissioner Boyer opposed.

F. AIW – Purchasing Policy – Deputy Director Martin

Director Martin presented the purchasing policy that is in compliance with all required and sound purchasing procedures. This policy provides for consistency and accountability and will rescind the GGFD and ENFD Purchasing Policies.

Commissioner Cross moved to approve the new purchasing policy. Commissioner Stedman seconded the motion. Motion passed 7-0.

G. AIW – GNFD Employee Handbook – Deputy Director Bishop

Director Bishop presented the GNFD Employee Handbook for those not covered by the CBA creating a blended handbook from the old handbooks of the former Districts. There are some minor changes to vacation, education, and the holiday schedule. There is a very small financial impact for the remainder of the year due to some changes in the education incentive package. Commissioner Hemping thanked staff for their hard work on this and noted that with the District moving to a performance appraisal system the word “may” in the handbook in reference to providing performance appraisals be changed to “will”. Director Bishop stated that the reason “may” was used was because the performance appraisal matrix has not been set. After discussion, the decision was to replace “may” with “shall”.

Commissioner Cross moved to approve the GNFD Employee Handbook changing the word “may” to “shall” under performance appraisals on page 10 and give staff until 2016 to implement performance appraisals. Commissioner Gerrity seconded the motion. Motion passed 5-2, with Commissioners McMahan and Boyer opposed.

H. AIW – PPE Storage Lockers – Deputy Director Bishop

Director Bishop stated the need for PPE storage lockers for stations 21 and 23.

Commissioner Gerrity moved to support staff’s recommendation with the purchase of gear racks from Gear Grid Corporation in the amount of \$9,765.25. Commissioner McMahan seconded the motion. Motion passed 7-0.

F. Public Comments

None

G. Commissioner Comments

1. Commissioner McMahan thanked everyone for the job they do, those who worked on the contract and the firefighters for the amazing job at the fire last week. He went on to state his frustration on moving on items that aren’t complete. This is the third month in a row voting on things that aren’t complete and he would like things to be complete when they are brought to the Board.
2. Commissioner Stedman stated that he has noted several landmarks from the merger; one being the very important and difficult task of merging two labor contracts into one. He thanked everyone on the excellent job.

H. Topics Initiated by the Board of Fire Commissioners

1. Chairman Page would like the Chief’s compensation added to the September agenda along with the Chief’s post-employment healthcare options.
2. Commissioner Stedman would like to add to the September agenda a presentation of performance measures for the District that he will present.

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II. SIGNATURE OF BOARD APPROVED ITEMS

1. GNFD Board Minutes for July 14, 2015
2. Isles of Capri Interlocal Agreement
3. Manson Bolves Donaldson Legislative Engagement Letter
4. Local 2396 Collective Bargaining Agreement
5. Resolution 2015-12 False Fire Alarm Fee Schedule
6. Impact Fee Collection Agreement with Collier County
7. GNFD Purchasing Policy
8. GNFD Employee Handbook

III. ADJOURNMENT

Commissioner Cross moved to adjourn the meeting at 7:23 PM. Commissioner Stedman seconded the motion. Motion passed 7-0.

Duly passed with a vote of 6 to 0 and adopted in session on the 9th of September 2015.

absent

Chairman Jeff Page

Charles Cottiers

Commissioner Charles Cottiers

Kevin Gerrity

Commissioner Kevin Gerrity

Chuck McMahon

Commissioner Chuck McMahon

absent

Commissioner Rob Boyer

Brian Cross

Commissioner Brian Cross

Steve Hemping

Commissioner Steve Hemping

David Stedman

Commissioner David Stedman