

**MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
OCTOBER 13, 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 5:36 PM on October 13, 2015 at Administrative Headquarters. Present were Chairman Page, Commissioners Gerrity, Stedman, McMahon, Cottiers, Hemping, Cross and Boyer. Executive staff in attendance: Chief Schuldt, Assistant Chief Sapp, Deputy Chief Low, Division Chief Hanson, Deputy Directors Bishop and Martin. Staff in attendance: Michele Packard, Nicole Chesser, Trenton Mading, Tom Purcell, Jorge Lara, Tim Garner, Chris Mercier, Mike Zmejkoski, Chris Citak, Tony Palermo and Jamie Popiol. Members of the public included; Walter Kopka, Michael Ramsey, Jean Kungle, George Danz, Jim Burke, Vicki Tracy and Jim Horner. 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 6 FF fatalities for the month of September, bringing the total for 2015 to 65 followed by a moment of silence.

C. Additions and Deletions to the Agenda

Director Bishop requested the addition of II. Old Business, D. State of Emergency Declaration. Commissioner Stedman requested the removal of III. C. Performance Measures Presentation.

D. Approval of the Agenda

Commissioner Hemping moved to approve the agenda as amended. Commissioner Boyer seconded the motion. Motion passed 8-0.

E. Approval of the GNFD Board Minutes for September 9, 2015

Commissioner Cross moved to approve the board minutes for the September 9, 2015 regular meeting as presented. Commissioner Stedman seconded the motion. Motion passed 8-0.

F. Approval of the GNFD BOFC First Public Budget Hearing Minutes for September 9, 2015

Commissioner Hemping moved to approve the board minutes for the September 9, 2015 First Public Budget Hearing as presented. Commissioner Boyer seconded the motion. Motion passed 8-0.

G. Approval of the GNFD BOFC Second Public Budget Hearing Minutes for September 22, 2015

Commissioner Boyer moved to approve the board minutes for the September 22, 2015 Second Public Budget Hearing as presented. Commissioner Hemping seconded the motion. Motion passed 8-0.

H. Consent Agenda

Commissioner Hemping moved to approve the consent agenda as presented. Commissioner Stedman seconded the motion. Motion passed 8-0.

1. Treasurer's Report
2. Operations Report – Assistant Chief Sapp
3. Administration and Finance Report – Deputy Director Bishop
4. Planning Division Report – Deputy Chief Martin
5. Support Services Report – Deputy Chief Low
 - a) Fleet Report
 - b) Logistics Report
6. Fire & Life Safety Report – Division Chief Hanson

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7. At-A-Boys
 - a) YMCA Thank You – Gus Macker Basketball Tournament
 - b) Living Word Family Church Thank You – “Serve Day”
 - c) Freedom Memorial Foundation Thank You – Employee Donations

I. Awards and Recognition

1. Introduction of New Employees – Lieutenants Tom Purcell, Jason Michel & Jorge Lara, Driver Engineers Tim Garner & Chris Tomei, Firefighters Chris Mercier, Mike Zmejkoski & John Fickey
Chief Schuldt, along with Asst. Chief Sapp, introduced the former Isles of Capri, now GNFD Lieutenants Tom Purcell and Jorge Lara, Driver Engineer Tim Garner and Firefighters Chris Mercier and Mike Zmejkoski to the Board and swore them in. Lt. Jason Michel, DE Chris Tomei and FF John Fickey were not in attendance.
2. Promotions – Lieutenant: Chris Rossi, Driver Engineer: Ray Kilmer, Chris Citak & Tony Palermo
Chief Schuldt, along with Asst. Chief Sapp, recognized and presented certificates and badges to Lieutenant Chris Ross and Driver Engineers Chris Citak & Tony Palermo. The new badges were pinned on by family members. DE Ray Kilmer was not in attendance.
3. Ten Year Service Award – Executive Assistant Nicole Chesser
Chief Schuldt, along with Asst. Chief Sapp, recognized and presented Executive Assistant Nicole Chesser with a plaque and certificate for her years of service to the District.

J. Fire Administration – Chief Schuldt

1. Fire Chief’s Board Update
Chief Schuldt reported on the following:
 - The hiring of 3 additional firefighters is in process and an offer of employment has been given for an additional fire inspector. The Fire & Life Safety Division is still struggling to keep up with the amount of inspections requested but doing the best they can and doing a stellar job. Several promotions have been processed. Director Bishop has contacted FGCU to try bring on an IT intern.
 - Strategic Planning continues with meetings every week or two at staff level. All members of the District have been asked to do a survey. Director Martin is in the process of establishing a team and with that the work on the strategic plan will officially start. More information as the plan progresses.
 - Chief Low, along with Asst. Chief Sapp, is finalizing the last two new pieces of apparatus with expected delivery before the end of the year. A mechanic’s position is still open and the District is currently advertising for that position.
 - A reminder for the grand opening of the new Fire & Life Safety facility which is scheduled for October 20, 2015 at 2:00 PM.
 - The District sneaker drive has been completed with shoes delivered to schools within the District. The Golden Gate and East Naples Kiwanis Shoe Drive continues until the end of November.
 - Fourteen paramedics will soon complete the credentialing process through Collier County EMS which will bring the total number to 39 GNFD firefighters available to provide ALS.

Commissioner Hemping requested that the Chief provide at least a monthly update on the website similar to his report for the Board to keep the public informed.

Chief Schuldt added that with this new website there is an employee section where the members can log in to view the District processes and procedures which are used every day.

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K. Chapter 175 Firefighters' Pension Plan

Nothing Significant to report.

L. Local 2396 Report

President Trenton Mading reported on the following:

- Thanked everyone for the participation on the Isles merger; making way for a smooth transition and assuring the Isles employees that the District had their back.
- The 11th Annual Romp in the Swamp was a success with a 164 entrants, raising approximately \$8,000 to donate.
- Work continues with management on SOG's and SOP's.

Chairman Page requested moving to III. A. Public Request for Inspection Fees Waiver

II. OLD BUSINESS

A. Emergency Services Task Force Meeting – Commissioner Hemping

Commissioner Hemping reported that the next meeting will be held on Thursday, October 15, 2015 at 9:00 AM at GNFD Administration HQ. He reminded everyone that this meeting is open to everyone in the community. The group is currently discussing coordinating training with all the emergency services agencies in the County. Chairman Page reported that Commissioner Henning will represent the Collier County Board of Commissioners at these meetings when he is available. The next meeting will be important because a decision will be made on how often to continue to hold the meetings; monthly or quarterly and hopefully spark some interest from the City of Naples.

B. Fire Code Office – Director Bishop

Director Bishop reported last month the signed Hold Harmless and Indemnification Agreement was received from North Collier Fire and a letter of exception was sent by Immokalee Fire. There are some questions on the projection of the distribution amounts which is going to be on the Immokalee Fire Board Meeting Agenda for their October 15th meeting. Collier County is working on an Executive Summary for the agreement to be presented to the Board of County Commissioners.

There was some discussion between Director Bishop and the Board on the calculations of funds to be distributed among the Districts.

C. Isles of Capri Update – Chairman Page

Chairman Page reported that he, along with Asst. Chief Sapp and Director Martin attended the most recent advisory board meeting. The advisory board membership is completely full and is very active. The meetings will continue. Chairman Page recommended that moving forward, the updates be reported by Director Martin. Chairman Page also stated that there was discussion between him and the Chief on the boat, owned by Collier County EMS. The boat is not well suited for rescue calls. Down the road this needs to be addressed with the possibility of purchasing a different style of boat. Director Martin has begun looking at different types of boats that would be better suited for rescue.

There was discussion among the Board members on the need for a boat and what type of boat the District might want to purchase and the possibility of getting one donated or purchased through a grant.

D. State of Emergency Declaration – Deputy Director Bishop

Director Bishop reported that since there was a discussion on the State of Emergency declaration made for Erika last month, the item was brought to legal and the way both Districts handled these declarations in the past was perfectly fine. The Board needs to make a decision on the way the declarations should be handled in the future. Staff recommends a policy be written authorizing the Fire Chief or a Commissioner to declare a State of Emergency within the parameters the Board would like. The other option is to instruct staff to get an emergency meeting together which

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would require a quorum. The meeting cannot be held by telephone. Either option would require ratification at the next regularly scheduled board meeting.

There was discussion between the Board and staff on the parameters of declaring the State of Emergency. Commissioner McMahon stated that he still feels the entire Board needs to be aware and meet.

Commissioner Gerrity moved to approve staff's recommendation and write a policy which would authorize the Chief or a Commissioner to declare a State of Emergency. Commissioner Boyer seconded the motion. Motion passed 7-1, with Commissioner McMahon opposed.

III. NEW BUSINESS

A. Public Request for Inspection Fees Waiver

Division Chief Hanson reported that there was a fire watch conducted during the Naples Blues Festival on September 19, 2015 which required two personnel for 7 hours at \$100/hour, for a total of \$1400. The event was held at the old Publix facility located at the Courthouse Shadows Shopping Center. The facility is not set up for an assembly type occupancy therefore causing several challenges; the most significant being a nonfunctional fire alarm system and that alone required a fire watch. Division Chief Hanson did as much as she could on her own time. She attended the event for 3 hours and did the inspections herself instead of sending the inspectors. Chairman Page invited Vicki Tracy, one of the organizers of the event to address the Board. Vicki Tracy informed the Board that this was the 5th Annual Naples Blues Festival. It is a volunteer event where the volunteers use their own money and time to put the event on. The funds raised from this event went to help the Veteran's Museum. The event was originally to be held at the Naples Airport but that fell through. Through working with Chief Schuldt, Chief Hanson, Commissioners and the Sheriff's Office, the Publix facility was found but no one knew the challenges of the building. With Chief Hanson and Steve Riley's help the challenges were met and the building was made safe for the event. The event was attended by 600 people, without incident, and raised \$1000. Normally this event raises \$3000 - \$5000 but with the building issues, there were more costs going out.

Commissioner Stedman moved to waive the fees for the Naples Blues Festival as part of the District's community involvement. Commissioner Heping seconded the motion. Motion passed 8-0.

B. AIW – Disposition of Fixed Assets 16-001 – Command Center – Deputy Chief Low

Commissioner Gerrity moved to support staff's recommendation to approve Disposition of Fixed Assets 16-001 to dispose of the command center located at Fleet Maintenance. Commissioner Heping seconded the motion. Motion passed 8-0.

C. Performance Measures Presentation – Commissioner Stedman

Deleted from agenda.

D. Resolution 2015-22 – Post Employment Health Plan (PEHP) Authorization – Deputy Director Bishop

Director Bishop stated that Resolution 2015-22 is at the request of Nationwide to complete the establishment of the PEHP which authorizes the PEHP plan through Nationwide.

Commissioner Cross moved to approve Resolution 2015-22 authorizing the PEHP through Nationwide. Commissioner Heping seconded the motion. Motion passed 8-0.

E. Public Comment

None

F. Commissioner Comments

Commissioner McMahon thanked staff, firefighters and the public; everyone for their efforts.

G. Topics Initiated by the Board of Fire Commissioners

Director Bishop reminded the Board of the Fire Chief's evaluation that needed to be turned in to the Chairman.

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Commissioner McMahon requested that the future of GNFD be placed on the November agenda in regard to plans the Commissioners may have on items like consolidation with EMS. Chief Schuldt reminded everyone that he will be presenting the three legislative bills to the Local Delegation on October 15, 2015 at 2:00 PM at North Collier Regional Park.

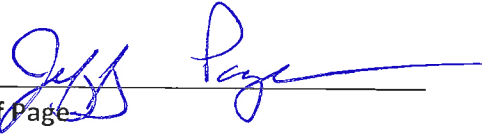
IV. SIGNATURE OF BOARD APPROVED ITEMS

1. GNFD Board Minutes for September 9, 2015
2. GNFD BOFC First Public Budget Hearing Minutes for September 9, 2015
3. GNFD BOFC Second Public Budget Hearing Minutes for September 22, 2015
4. Disposition of Fixed Assets 2016-001 Command Center
5. Resolution 2015-22 – Post Employment Health Plan (PEHP) Authorization

V. ADJOURNMENT

Commissioner Cross moved to adjourn the meeting at 6:47 PM. Commissioner Boyer seconded the motion. Motion passed 8-0.

Duly passed with a vote of 1 to 0 and adopted in session on the 10th of November 2015.




Chairman Jeff Page




Commissioner Charles Cottiers

absent

Commissioner Kevin Gerrity



Commissioner Chuck McMahon



Commissioner Rob Boyer



Commissioner Brian Cross



Commissioner Steve Heping



Commissioner David Stedman