

**MINUTES**  
**GREATER NAPLES FIRE RESCUE DISTRICT**  
**BOARD OF FIRE COMMISSIONERS MEETING**  
**NOVEMBER 10, 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 November 10, 2015 at Administrative Headquarters. Present were Chairman Page, Commissioner Stedman, McMahan, Cottiers, Hemping, Cross and Boyer. Commissioner Gerrity was absent due to a family emergency. 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, Kristen King, Matt Nixon, Tony Palermo Ray Kilmer, Shar Hingson, Jarett Cotter and Maria Mercedes Carrillo. Members of the public included; Walter Kopka, Donna Dolan, Andrea Schultz, Michael Ramsey, George Danz and Jim Burke. 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 Hemping.

**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 October, bringing the total for 2015 to 71 followed by a moment of silence.

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

None

**D. Approval of the Agenda**

*Commissioner Hemping moved to approve the agenda as presented. Commissioner Cottiers seconded the motion. Motion passed 7-0.*

**E. Approval of the GNFD Board Minutes for October 13, 2015**

*Commissioner Cross moved to approve the board minutes for the October 13, 2015 regular meeting as presented. Commissioner Boyer seconded the motion. Motion passed 7-0.*

**F. Consent Agenda**

*Commissioner McMahan moved to approve the consent agenda as presented. Commissioner Stedman seconded the motion. Motion passed 7-0.*

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. Logistics Report – Deputy Chief Low
6. Fire & Life Safety Report – Division Chief Hanson
7. At-A-Boys
  - a) Collier County Sheriff's Office Thank You – "Celebrating Safe Communities" Event
  - b) Goodlette Arms Fire Thank You – Kase Family
  - c) MDA Thank You

**G. Awards and Recognition**

1. New Employee Introduction – Fire Inspector Kristen King  
Chief Schuldt, along with Division Chief Hanson and Asst. Chief Sapp, introduced and swore in new fire inspector Kristen King and presented a badge which was pinned on by her husband.

**MINUTES  
GREATER NAPLES FIRE RESCUE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
NOVEMBER 10, 2015**

2. Driver Engineer Promotion – Driver Engineer Ray Kilmer  
Chief Schuldt, along with Asst. Chief Sapp, recognized and presented a certificate and a badge to DE Ray Kilmer whose badge was pinned by Asst. Chief Sapp.
3. 10 Year Service Awards – Driver Engineer Ray Kilmer & Division Chief/Fire Marshal Shawn Hanson  
Chief Schuldt, along with Asst. Chief Sapp, recognized and presented plaques and certificates to DE Kilmer and DC Hanson for their years of service to the District.
4. 15 Years of Service – Commissioner McMahan  
Chief Schuldt, along with Asst. Chief Sapp recognized and presented a pin to Commissioner McMahan for his years of service to the District.

**H. Fire Administration – Chief Schuldt**

8. Fire Chief's Board Update

Chief Schuldt reported on the following:

- In the upcoming weekly Chief's Message, the many veterans that work with the District will be recognized and are greatly appreciated their service.
- Informed the Board that Commissioner Gerrity is absent due to a family emergency.
- Isles of Capri continues moving along very well, a second repaired engine was received back from the County. The station is staffed with three firefighters everyday; with a paramedic.
- Meeting with County staff on a strategy for a transitional merger relationship with Ochopee. The financial concerns for the MM63 station and the mutual funding interests for the I-75 fire facilities with Broward County are among the topics being discussed. Met with Ochopee staff to answer questions and concerns about moving forward.
- The District's three Bill's (annex Isles of Capri MSTU, annex Collier County District One and to make all GNFD Fire Commissioner seats at large seats) were passed by the Local Delegation Committee. There was a request to make modifications to the Commissioner Seat Bill before submitting to State Legislators for consideration during the 2016 Legislative Session. The District Attorney is working with committee members from Representatives Richter, Passidomo and Hudson's offices on coming up with alternative solutions, language, and a better understanding the bill. The bill will be resolved to everyone's satisfaction. Chairman Page added that Supervisor of Elections Jennifer Edwards was planning on meeting with Representative Hudson to discuss the challenges as they see and why they need the changes made.

Commissioner McMahan stated that he has concerns and voters that have concerns. The wording concerns in regard to fair representation. He spoke with Representative Passidomo and will be setting up a meeting with her and the Chief. He also stated that he knows that Representative Hudson is not in favor of the Bill.

There was significant discussion with the Board and staff on this topic.

*Commissioner Hemping moved to stay for this election cycle unless the Supervisor of Elections office comes up with an insurmountable reason they can't conduct a fair election that we stay with the connotation of north and south divisions as originally approved in the legislation for this merger. Commissioner Stedman seconded the motion for discussion. Motion withdrawn by Commissioner Hemping.*

**MINUTES  
GREATER NAPLES FIRE RESCUE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
NOVEMBER 10, 2015**

After further discussion the Board consensus is for the Chief to vet the process and bring back the options to the Board.

- Nine more paramedics have been credentialed to provide ALS, with five more in the process. Appreciation went to Collier County since they provide the vast majority of the training and credentialing.
- More of the fractals that the Commissioners have wanted to see are showing up in the operations board report. A new policy is being worked on to help expedite our response times.
- A performance evaluation/mentoring/career advancement software platform is very close to being chosen.
- Chief Hanson, Chief Schuldt and Chairman Page have been brought in on projects with inspection issues, some politically charged, but all have been worked through and GNFD has done everything right. Several strategies are being looked at to improve the District's service even more.

**I. Chapter 175 Firefighters' Pension Plan – Next Meeting, Friday, Nov. 13, 2015**

Director Bishop reminded everyone that the next meeting will be held at GNFD Administrative Headquarters Friday, November 13, 2015 at 9:00 AM.

Commissioner Boyer wanted to know if the 175 changed the age requirements to match FRS. Director Bishop responded saying there have been no changes to the age requirements but if the Board would like it addressed, it can be brought to the 175 trustees since the 175 belongs to the District, the BOFC can request changes.

Commissioner Boyer then inquired where the 175 was with a DROP program. Director Bishop responded that a DROP program is actively being worked on. Commissioner Boyer stated that a DROP should have already been implemented.

**J. Local 2396 Report**

**1. MDA Boot Drive – Driver Engineers Tony Palermo & Matt Nixon**

DE Palermo thanked everyone for the opportunity to hold the boot drive and the support the District provided.

DE Nixon informed everyone that the drive raised a little under \$4000 in five hours time for a yearly total of \$7800. They are looking at revamping the drive to get more participation in the future.

Chief Schuldt presented each of them a district challenge coin in appreciation for all of their hard work and dedication to the cause.

**II. OLD BUSINESS**

**A. Emergency Services Task Force Meeting – Commissioner Hemping**

Commissioner Hemping reported that the next meeting will be held on Thursday, November 19, 2015 at 9:00 AM at GNFD Administration HQ. The main focus on the last meeting was to decide on the importance of continuing with these meetings. Everyone thought the value of the meetings is worth keeping them alive. There are always ways to keep improving on service to the community. He reminded everyone that the meetings are open to everyone in the community and welcome contributions.

Commissioner McMahon stated that he does not see how these meetings benefit GNFD. He feels the Chief and staff's time could be utilized better.

Commissioner Hemping responded that these meetings came from the County's request to look at ways of improving emergency services within the County.

Commissioner McMahon feels that these meetings are becoming like the old steering committee meetings.

**MINUTES  
GREATER NAPLES FIRE RESCUE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
NOVEMBER 10, 2015**

**B. Fire Code Office – Director Bishop**

1. AIW – Hold Harmless and Indemnification Agreement

Director Bishop reminded the board that North Collier has signed the agreement and the County is preparing to take it to the Board for the Isles and Ochopee portions. Immokalee Fire’s Board has approved in concept the distribution of the estimated dollar amount but is requesting modifications to the wording of the agreement. Staff recommends not changing the agreement since it has already been approved by North Collier Fire and is in process with the County. The language modifications Immokalee Fire is requesting in paragraph 4 is not substantial nor does it change the intent of the paragraph. In consideration of Immokalee Fire’s request for the estimated distribution worksheet it may be released as an addendum to the agreement. After discussing what type of account the money should be in for final distribution the Board voted.

*Commissioner Cross moved to approve staff’s recommendation leaving the original executed hold harmless and indemnification agreement unchanged. Commissioner Boyer seconded the motion. Motion passed 7-0.*

**C. Fire Chief Annual Performance Evaluation – Chairman Page**

Chairman Page stated that after receiving the performance evaluations, the Chief exceeds or meets expectations in the majority of areas. For the few “need improvement” issues the commissioners should meet with the Chief to discuss.

**III. NEW BUSINESS**

**A. Future District Plans – Commissioner McMahon**

Commissioner McMahon explained he would like to discuss the future of the District with the other commissioners to hear what they have to say; hear everyone’s own ideas since this is the only place they can talk. Commissioner McMahon stated that he would like to know where the Commissioners stand on taking on EMS in the next 5 years if it was offered. Commissioner Boyer stated that he has no interest in ever taking on EMS since they are so financially strapped. Commissioner Stedman thinks it’s a non-issue because the County has made it clear that there would have to be a countywide fire district in order for fire to take over EMS. Commissioner Cross thinks that the County would hand over EMS if the fire districts merged into one. Commissioner Hempting thinks it’s premature to discuss but would like to see a combined emergency services delivery system; he has no timeframe or mechanisms to get there but he thinks this is the way the Districts should be headed. Chairman Page added that he thought the County would have to remain the taxing authority because no district could afford it but possibly outsource the management. Commissioner Cottiers agreed as well that it would be too expensive for one district.

Commissioner McMahon appreciated all the input and just wanted clarification from the Board that no one is actively going after EMS and that it would come to the Board if it did come up to which Chairman Page confirmed.

**B. FGCU Salary Study – Commissioner Hempting**

Commissioner Hempting explained that staff and the union leadership would like to see a new salary study done prior to the next contract renewal. Chairman Hempting would like to engage with FGCU who would help the District with the study; beginning in the summer 2016 and completed in the summer of 2017. The cost would be \$25,000 for the study. Commissioner Hempting recommended using FGCU and finding the funds for this project. After discussion on whether this study is worth the cost or not, the Board voted.

*Commissioner Hempting moved to proceed in discussions with FGCU to conduct a salary survey in preparation for next labor negotiations cycle. Commissioner McMahon seconded the motion. Motion passed 7-0.*

**MINUTES  
GREATER NAPLES FIRE RESCUE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
NOVEMBER 10, 2015**

- C. AIW – Station 70 Termite Damage Repairs – Deputy Chief Low**  
Chief Low informed the Board of the significant termite damage that was done at Station 70. Collier County took the lead on the remediation. In accordance with the District’s agreement with the County for this station, the District owes 56% of the total repair costs which came to \$50,884.82. The District’s share is \$28,495.50 for these costs.  
*Commissioner Cottiers moved to support staff’s recommendation thereby releasing \$28,495.50 from Reserve for Contingency to cover the expenses related to the termite damage at Station 70. Commissioner Hemping seconded the motion. Motion passed 7-0.*
- D. AIW - Meeting Room Policy 902.2 – Deputy Chief Martin**  
Director Martin presented the Meeting Room Usage Policy which will allow for profit and non-profit organizations to use the five district meeting rooms available to the public. The District has researched charges by comparable government agencies for meeting room space.  
*Commissioner McMahan moved to proceed with rescinding the Golden Gate Meeting Room AOG # A 07-42 and adopting the Greater Naples Fire Rescue District Meeting Room Usage by Outside Organizations Policy #902.2 effective November 10, 2015. Commissioner Stedman seconded the motion. Motion passed 7-0.*
- E. Post Employment Health Plan (PEHP) Policy #903.1 – Deputy Director Bishop**  
Director Bishop presented the Post Employment Health Plan Policy but noted that since the board packet had been put out there have been some comments back recommending some changes. One being a section devoted to crediting with the PEHP. Staff recommends adding a section on crediting and addressing any other comments and bringing back to the Board in December. Chairman Page tabled the Post Employment Health Plan Policy #903.1.
- F. State of Emergency Declaration Policy #904.1 – Deputy Director Bishop**  
Director Bishop presented the State of Emergency Declaration Policy to the Board.  
*Commissioner Hemping moved to accept the State of Emergency Declaration Policy #904.1 recommended by staff. Commissioner Boyer seconded the motion. Motion passed 7-0.*
- G. State of Emergency Compensation – Exempt Employees Policy #902.3 – Bishop**  
Director Bishop presented the State of Emergency Compensation – Exempt Employees Policy to the Board.  
Chairman Page had concerns over the Chief being exempt; it does not go along with other agencies, he would like clarification. Chief Schuldt recommended passage of this policy in the event there would be an emergency, management compensation would be covered. After discussion it was decided the policy could be amended at any time.  
*Commissioner Cross moved to approve the State of Emergency Compensation – Exempt Employees Policy #902.3 as presented. Commissioner Hemping seconded the motion. Motion passed 7-0.*
- H. CBA Article 30 Insurance Ratification – Deputy Director Bishop**  
*Commissioner Cross moved to approve the language modification with CBA Article 30 Insurance with no financial impact. Commissioner Cottiers seconded the motion. Motion passed 7-0.*
- I. FY 14-15 Short Audits for ENFD & GGFD – Deputy Director Bishop**  
Director Bishop presented the FY 14-15 Short Audits for ENFD & GGFD for the period October 1, 2015 – November 3, 2015 as required by statute. The comments are as normally received with the exception of the adverse findings which are on both audits due to the fact that the District could not meet the GASB 68 requirement which would have required a full pension audit for the same time period.  
*Commissioner Stedman moved to accept the FY 14-15 Short Audits for ENFD & GGFD. Commissioner Cross seconded the motion. Motion passed 7-0.*
- J. 2014-2015 GNFD Amended Budget – Deputy Director Bishop**  
Director Bishop presented the final amended 2014-2015 budget in the amount of \$29,782,026.00 with a Reserve for Contingency of \$6,110,067.00. Revenue came in a little more than expected

**MINUTES  
GREATER NAPLES FIRE RESCUE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
NOVEMBER 10, 2015**

and expenses were a little more than expected.

*Commissioner Hemping moved to approve the GNFD 2014-2015 Final Amended Budget as recommended by staff in the amount of \$29,782,026. Commissioner Cottiers seconded the motion. Motion passed 7-0.*

- K. Commissioner Board Meeting Attendance and Payment Policy #904.2 – Bishop**  
Director Bishop presented the Board Meeting Attendance and Payment Policy #904.2 to the Board.

There was a lengthy discussion on what exact type of meeting falls under this policy. It was decided that any meeting requiring a quorum would fall under this policy. Staff was instructed to rewrite the policy and bring back in December.

*Commissioner Cross moved to approve the Board Meeting Attendance and Payment Policy #904.2. Commissioner Hemping seconded the motion. Commissioners Cross and Hemping withdrew their motions.*

- L AIW – 2016 BOFC Regular Meeting Dates – Deputy Director Bishop**

*Commissioner Cottiers moved to approve staff's recommendation and make a motion to approve the 12 listed GNFD regular BOFC meeting dates. Commissioner Cross seconded the motion. Motion passed 7-0.*

- M. AIW – Listing of Surplus Fire District Properties – Deputy Director Martin**

Director Martin presented the listing of five surplus properties stating they be listed with the market analysis with the exception of the Outer Drive property which came in at approximately \$650,000 which would be at a loss to the District. Staff recommends listing it at \$1,300,000.00. The agreed commission on all the properties is 6%.

*Commissioner Cottiers moved to proceed with authorizing the GNFD Chair to sign on behalf of the District with IPC for the four properties at The Falls and on property at 4711 Outer Drive, Naples, FL. Commissioner McMahan seconded the motion. Motion passed 7-0.*

- N. Topics Initiated by the Board of Fire Commissioners**

Commissioner Boyer requested an update on where we were on controlling red lights and getting our equipment through the intersections safely. Asst. Chief Sapp responded by stating that all the trucks are equipped with the Opticom system which is currently being updated by the County. The Opticom system is being updated to a GPS system but that is years away and an expensive endeavor. The GPS in regard to dispatch is slated to go live in January 2016.

- O. Public Comments**

Commissioner Burke commended Commissioner Hemping on his wording on the need to continue the Emergency Task Force Meetings and went on to state that the purpose of these task meetings is to discuss what the next step is in the merger process and the best way to get there.

Director Bishop reminded everyone of the District's annual toy drive which will be held in December with preparations already under way.

Commissioner Stedman inquired on whether the District candy cane run will be expanded to the entire GNFD district this year to which Chief Schuldt responded in the affirmative.

- P. Commissioner Comments**

Commissioner McMahan thanked staff and firefighters for their hard work. The Firefighters have been at quite a few special events and the public is pleased and grateful to see them out there. He is also pleased to see the Union members out representing GNFD. He went on to say that he would like to discuss future mergers at next month's board meeting.

**IV. SIGNATURE OF BOARD APPROVED ITEMS**

1. GNFD Board Minutes for October 13, 2015
2. Meeting Room Usage by Outside Organizations Policy #902.2
3. State of Emergency Declaration Policy #904.2


MINUTES  
GREATER NAPLES FIRE RESCUE DISTRICT  
BOARD OF FIRE COMMISSIONERS MEETING  
NOVEMBER 10, 2015

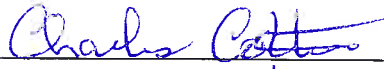
4. State of Emergency Compensation – Exempt Employees Policy #902.3
5. CBA Article 30 Insurance Ratification

**IV. ADJOURNMENT**

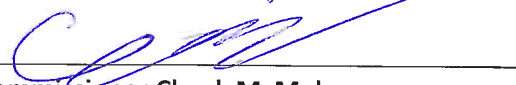
*Commissioner Stedman moved to adjourn the meeting at 7:49 PM. Commissioner Hempting seconded the motion. Motion passed 7-0.*

Duly passed with a vote of 7 to 0 and adopted in session on the 9<sup>th</sup> of December 2015.

  
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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

  
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Commissioner Rob Boyer

  
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Commissioner Brian Cross

  
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Commissioner Steve Hempting

  
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Commissioner David Stedman