



**MINUTES
GREATER NAPLES FIRE RESCUE DISTRICT
BOARD OF FIRE COMMISSIONERS MEETING
June 8, 2021**

I. MEETING OPENED

Chairman Gerrity called to order the regular meeting of the Greater Naples Fire Rescue District's Board of Fire Commissioners at 5:30 p.m., on June 8, 2021 at Administrative Headquarters. Present were Commissioners Duffy, Cottiers, Stedman, and Gerrity. Not Present: Commissioner Biondo. Staff in attendance: J. Nolan Sapp, Nicole Chesser, Christian Tobin, Alan McLaughlin, Sal D'Angelo, Sharon Sickels, James West, Jamie Popiol, Joey Brown, Charles Heweker, and Joshua Grimm. Public in attendance: Tara Bishop, Wayne Martin, and George Danz. Others attended meeting but did not sign in. Commissioner Stedman arrived at 5:45 pm.

A. Pledge of Allegiance and Invocation

Commissioner Gerrity opened the meeting with the Pledge of Allegiance followed by the Invocation.

B. Consent Agenda

1. Treasurer Report

Commissioner Duffy moved to approve the Consent Agenda as presented. Commissioner Cottiers seconded. Motion passed unanimously 3-0. (Stedman not present)

C. Approval, Additions and Deletions to the Agenda

Commissioner Cottiers requested to add Investigation of EMS Division Chief Nelmes for discussion. Chairman Gerrity received Public Comment Requests from Wayne Martin and Tara Bishop.

Commissioner Cottiers moved to approve the Agenda with additions as presented. Commissioner Duffy seconded. Motion passed unanimously 3-0. (Stedman not present)

D. Approval of the GNFD Board Minutes for May 11, 2021

Commissioner Duffy moved to approve the GNFD Board minutes for May 11, 2021 as presented. Commissioner Cottiers seconded. Motion passed unanimously 4-0.

E. Fire Chief's Report

Fire Chief Sapp presented his report as submitted.

Fire Chief Sapp announced the following promotions:

- BC Andy Krajewksi to Assistant Chief
- Lt. Chris Diaz to Battalion Chief

Fire Chief Sapp announced the Service Awards for the month of May.

Fire Chief Sapp introduced new Firefighters and they were officially pinned with their GNFD badge.

Fire Chief Sapp announced the retirement of Harry Zafiris after 30 years of service and presented the Retirement Axe.

F. Chapter 175 Firefighters' Pension Plan – No report was presented.

G. Local 2396 Report

President Joey Brown gave a verbal report on ongoing Foundation Lawsuit, grievances, and MOU. He noted the Union continues to work well with the District.



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II. OLD BUSINESS

A. AIW – Administrative Handbook/Job Descriptions – Fire Chief Sapp

Fire Chief Sapp presented the recommendations made by Commissioners regarding the Administrative Handbook and Job Descriptions, although the Job Descriptions and Handbook still reflect the original language, the AIW stipulates the items to be modified once motion is approved along with legal insertions.

Commissioner Cottiers moved to approve the Revised Administrative Employee Handbook effective May 31, 2021, and New/Revised Job Descriptions for Fire Chief, Deputy Chief, Assistant Chief, District Chief, and Chief of Staff with suggested edits from Legal Counsel and suggested modifications from Staff. Commissioner Stedman seconded. Motion passed unanimously 4-0.

B. Greater Naples Fire Foundation Update – Fire Chief Sapp

Fire Chief Sapp reported no updates at this time.

C. Ochopee Update – Chairman Gerrity

Chairman Gerrity provided an update on Ochopee County meeting with Fire Chief Sapp, and Chief of Staff, Nicole Chesser. The County agreed to make the District whole on Ochopee financial shortage. Legal Counsel will review agreement and send to County for approval. The Board agreed not to move forward until agreement is signed by both parties.

D. Training Update – Assistant Chief Krajewski

Assistant Chief Krajewski presented Training Section update on future recruitment improvements on Firefighters manual, Instructor and Recruitment manual. Meeting will be set up with Fire Chief Sapp and Deputy Chief Tobin for discussion. Lieutenant promotional testing will be in July. ALS and BLS training will be conducted and scheduled with Chief of EMS.

III. NEW BUSINESS

A. FY 20-21 Budget Review – Finance Manager James West

Finance Manager James West reviewed the Handout of a condensed version of the Balance Sheet - General Fund.

B. AIW - Fire Chief Sapp Employment Agreement – Chairman Gerrity

Commissioner Stedman moved to approve the Fire Chief's employment agreement. Commissioner Duffy seconded for discussion.

Discussion regarding 8.04 Terminations by Employer without cause and with cause. Correct typographical error and amend to majority vote for termination with cause and supermajority vote for termination without cause. Staff was requested to resubmit for approval at next meeting.

Commissioner Stedman withdrew his motion.



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- C. AIW – Resolution 2021-006 Region 6 Mutual Aid Radio Communications (MARC) Grant – Deputy Chief D’Angelo**
Deputy Chief D’Angelo presented Resolution 2021-006 Region 6 Mutual Aid Radio Communications (MARC) Grant.
Commissioner Duffy moved to approve Resolution 2021-006 providing authorization for the acceptance of the Region 6 Mutual Aid Radio Communications Cache and authorize said District Command/Executive Officers to execute all documents related to Fiscal Years 2016 through 202 HSGP grants. Commissioner Cottiers seconded. Motion passed unanimously 4-0.
- D. AIW – District Board Approved Policies – Deputy Chief Tobin**
Deputy Chief Tobin presented rewritten District Lexipol policies. Discussion on previous and revised Purchasing Policy 1208; Deputy Chief Tobin will send Commissioners previous policy for review. Commissioner Gerrity thanked Deputy Chief Tobin and his team for doing a great job.
Commissioner Cottiers moved to adopt the Policy Manual, Mission Statement, Code of Ethics, and Series 100, 200, 300, 400, 500, 600, 700, 800, 900, 1000, 1100, and 1200 as presented and to remove Board Policies 1212 (current SOG 301.1), 1217 (current SOP 901.2), 1218 (current SOP 901.3), and 1219 (current SOP 901.4). Commissioner Duffy seconded. Motion passed unanimously 4-0.
- E. Investigation of EMS Division Chief Nelmes**
Commissioner Cottiers initiated discussion regarding the investigation of EMS Division Chief Nelmes. Fire Chief Sapp clarified information of investigation. Commissioner Gerrity explained this should not be a discussion between Commissioners as the employee has resigned and Commissioners should not interfere with the operations of the Department.
- F. Public Comment Requests for items not on Agenda**
Former employees, Wayne Martin and Tara Bishop presented appeals regarding termination process for payout of accrued leave. Commissioner Gerrity will contact Attorney on legal formalities. There was a discussion on proper format and requesting to put both former employees on next Agenda.
- G. Comments by Commissioners**
Commissioner Duffy brought up District Boundaries for Commissioner Seats. Chairman Gerrity recommended to put on Agenda for discussion, as this is for Commissioner comments only.
Commissioner Cottiers commended the Firefighters on the fantastic job they did on the 14th Avenue SE wildfire.



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IV. ADJOURNMENT

Commissioner Cottiers made a motion to adjourn at 7:30 p.m. Commissioner Stedman seconded. Motion passed unanimously 4-0, meeting adjourned.

Duly passed with a vote of _____ to _____ and adopted in session on the 13th day July, 2021.

Chairman Kevin Gerrity

Commissioner Al Duffy

Commissioner Charles Cottiers

Commissioner David Stedman

Commissioner Nick Biondo



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Duly passed with a vote of 5 to 0 and adopted in session on the 13th day July, 2021.



Chairman Kevin Gerrity




Commissioner Al Duffy



Commissioner Charles Cottiers



Commissioner David Stedman



Commissioner Nick Biondo