

# East Naples Fire Control and Rescue District

Board of Fire Commissioners Meeting

May 12, 2009

## I MEETING OPENED at 5:26 pm

Commissioner Cannon called to order the regular meeting of the East Naples Fire Control and Rescue District's Board of Fire Commissioners at 5:26 pm on May 12, 2009, at 4798 Davis Blvd, Naples, FL. Present were Commissioner Cannon, Commissioner Gibbons, Commissioner Davis, Commissioner Hughes and Commissioner Boyer. Also present were Assistant Chief Potteiger, Deputy Chief Biondo, Deputy Chief Teague, Deputy Chief Bogert, Director Bishop, Community Relations Officer Speers, James Popiol, Robert Salvaggio FCO, Ed Riley FCO, Captain Schultz, Leo Davis Retired, Union President Kevin Nelmes, Chief Alan McLaughlin Ochopee FD, Administrative Assistant Mary Ann Orlick, Administrative Assistant Sarah Pike.

### A. Pledge of Allegiance

Commissioner Cannon opened the meeting with the Pledge of Allegiance.

### B. Additions or Deletions to the Agenda

Chief Potteiger: add Surplus Property under new business, under Awards and Recognition strike Karen Miller. Under old business move to June meeting Capitol Funding Financing, Honor Guard Operational Plan. Under Fire Steering Committee add Shell Bill. Commissioner Davis adds under old business Retiree Health Insurance Benefits.

Commissioner Davis made a motion to approve the agenda with the above additions and deletions. Commissioner Gibbons seconded the motion and it passed unanimously.

### C. Approval of Minutes of the April 21, 2009 Meeting

Commissioner Davis made a motion to approve the minutes of the April 21, 2009 Regular meeting, Commissioner Gibbons seconded and the motion was passed unanimously.

### D. Treasurer's Report

Treasurer's report is as submitted.

Ad Valorem money was received. Commissioner Davis made a motion to approve the Treasurer's report subject to audit. Commissioner Gibbons seconded and the motion passed unanimously.

### E. Awards and Recognition

1. Ed Riley introduced Sara Pike.

### F. Reports

#### 1. Fire Service Steering Committee: Commissioner Davis

Commissioner Davis reported on the meeting on April 23<sup>rd</sup> at station 73, most of the discussion was about the Shell Bill. A motion was passed asking that each of the independent districts appoint one commissioner and one alternate to serve on a task force. Their 1<sup>st</sup> meeting will be the week of the 25<sup>th</sup> at a convenient location for all people involved. Next scheduled meeting is July 23<sup>rd</sup>, 6pm at Immokalee Station #30. Commissioner Cannon volunteered to serve on the Shell Bill Task Force. Commissioner Davis will be the alternate. Commissioner Davis made a motion to appoint Commissioner Cannon, Commissioner Boyer seconded and it passed unanimously.

#### 2. Fire Administration: Chief Dyer

##### a. Personnel:

1. Chief Dyer had a death in the family and will be back on Wed., May 13, 2009.
2. John Hoover is home from the hospital and doing well.
3. Eric Clere is still on light duty.

- b. Line of Duty Deaths was read by Deputy Keith Teague, a moment of silence was observed.

- c. **Community Relations:**  
Greg Speers explained he has completed the Lely HS Cert. training. Attended the East Naples Civic Association meeting; Crown Pointe Homeowner's Assoc.; Fire Prevention Week Board Meeting. The Coastland Mall will not be hosting fire prevention week in October. We are looking into having at Fleischman Park. Fallen Law Enforcement Officers Memorial ceremony in front of CCSO headquarters; Lely HS has cancelled the blood pressure and heart rate check for athletes. Glades CC staff CPR/AED class; Dedication of the new Emergency Services Center. Grant for radios for CERT members has come in. They are being reprogrammed.
- d. **ATTA BOYS:** Deputy Chief Bogert for the brush fires last month, Deputy Chief Nick Biondo received his 5<sup>th</sup> medal in the Firefighter Olympics.
- e. **Other:** Ochopee Fire Chief McLaughlin presented Mutual Aide agreement with new wording to be brought back in June.
- f. Public Comment – No comments were brought forward.

**3. Administration: Assistant Chief Potteiger**

- a. **Shop** with fuel reports, as submitted.  
Chief Pottieger reports that the new vehicles are showing a savings in fuel. Fuel reports will be revised to better justify fuel consumption and percentages.
- b. **Fire Code Official's Office** with fuel report is as submitted.  
We are little busier that the month before. Laura Donaldson has the condo docs and is ironing out the final language. No new news from Lee County.
- c. **GRIT** – Nothing was submitted.
- d. **OTHER** –

**4. Fire Prevention: Deputy Chief Biondo**

Report is as submitted. We have done a few night inspections and it's all quiet. Commissioner Boyer asked what they expected to find at night. Deputy Chief Biondo explained that the inspectors were looking for things like illegal spray booths, things being done without permits.

**5. Support Services: Director Bishop**

Report is as submitted. Random drug testing procedures are being put in place; sample person will go around to the stations, starting this quarter in May and June, second quarter will be July, August, September. The prescription drug trial is going to trial on the 20<sup>th</sup> of May. We have received state money on the Brevard County fires \$24,000. A \$17,000 figure is still outstanding from Tropical Storm Fey. District 1 money is coming in steady, another check should be coming July. Dir. Bishop asked the Board about IChiefs convention in Dallas travel arrangements and July Board meeting in reference to TRIM compliance.

**6. Plans, Policies & Integration Report – Deputy Chief Teague**

Report is as submitted. We are currently working on comprehensive guidelines regarding policies, procedures, SOG's, all of the current documents that are currently being developed, you will be able to see the status in a snapshot. ENFD went to registered agency status. It allows us access to the accreditation templates.

**7. Fire Operations – Deputy Chief Bogert**

Suppression report is as submitted. 33 paramedics took Dr. Tober's test. We have included a 3 page summary of procedures that ENFD employees have performed.

**II Old Business- On Going**

- a. Chief Potteiger explains that citizen Dave Becker has shown interest in the 175 Pension Trustee, he will meet with him next week. Also, the Chapter 175 Board did award Brian Anderman disability, 42% of his salary will be given on a monthly payment for life.
- b. Commissioner Boyer made a motion to approve Resolution 2009-02 Reduction of Benefits, Commissioner Davis seconded and it passed unanimously.  
  
Commissioner Davis made a motion to approve the Resolution 2009-03 Restore Benefits and Add share Plan retroactive to September 30, 2007, Commissioner Gibbons seconded and it passed unanimously. Commissioner Cannon asked who will be the administrator. Assist. Chief Potteiger explains: It won't be the district or the Chapter 175 Plan. What we are looking at is having the actuary set it up and the functioning of it. Commissioner Boyer states that he would prefer that we do not use any actuary at all. President Nelmes explains that he is not sure about the vehicle to support the initiative. He is open any suggestions and thanks the Board.
- c. Honor Guard Operational Plan. Chief Dyer is still working on the operational plan. Director Bishop asked to change the dress uniform line item in the budget to read Honor Guard Uniform. A uniform committee will be formed. The Union will split the cost. Commissioner Boyer makes a motion to change the line item, Commissioner Gibbons seconded and it passed unanimously.
- d. Property Appraiser Ad Valorem (\$710,327.47) was received 4/30/09.
- e. VaxCare: Flu Stations. Deputy Chief Teague states that Laura Donaldson still is working on the language of the contract and consent form as to what our liabilities are. If we get the approval of Dr. Tober we will be doing this under his license. VaxCare is putting together an information sheet for Tober's review.
- f. Public Records Request Policy. Commissioner Boyer made a motion to approve Policy 2009-03 Public Records Request Policy, Commissioner Hughes seconded and it passed unanimously.
- g. Retiree Health Insurance Benefits was tabled until the June meeting.
- h. Board of Fire Commissioners  
(Topics Initiated by the Board)

### III New Business

- a. **Civilian Dress Uniform** – Dir. Bishop explains we have civilian staff that represent the department at functions where civilian clothing does not portray who we are and what we represent. We had a few meetings and put a few a few things together. We are trying to stay away from rank and keep insignia generic FD brass. Director Bishop passed the proposed brass for the Board to see.
- b. **Purchasing Specialist Job Description** – Asst. Chief Potteiger: explained that this position will be paid the same as Admin. Assist. We will be shuffling some personnel around. Commissioner Davis made a motion to approve the Purchasing Specialist Job Description and position, Commission Boyer seconded and it passed four to one.
- c. **Self Insured Plans Document Revisions** – Director Bishop: Changes are due to new laws. We are looking to have a renewal meeting with SIP next week.
- d. **Surplus Property** – Asst. Chief Potteiger: we have a 1989 Ford pick up and we are asking to sell the topper separately, \$750 for the truck. Commissioner Davis makes a motion to sell the 1989 Ford pick up surplus for a minimum. \$750, Commissioner Gibbons seconded and it passed unanimously.

- e. **Topics Initiated By the Board** – We gave Chief Dyer a complaint and we would like a report promptly. Asst. Chief Potteiger says the Chief will have the report in your boxes by Friday.

Asst. Chief Potteiger legislative updates were put in the boxes regarding what will go into law in July. There are some things that have changed with the pension funds.

**SUMMARY OF ASSIGNMENTS:**

Capital Projects Funding, Honor Guard, Karen Miller, Shell Bill, Fuel Log quarterly OR yearly comparison, TRIM, Retiree Health Insurance. Mutual Aid Document.

**ADJOURNMENT:**

Commissioner Cannon asked if we have a motion to adjourn. Commissioner Hughes made a motion to adjourn. Commissioner Davis seconded the motion and the **May 12, 2009** meeting was adjourned.

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<b>Commissioner Thomas G. Cannon</b>	<b>Date</b>
<b>Commissioner Richard Gibbons</b>	<b>Date</b>
<b>Commissioner Angela Davis</b>	<b>Date</b>
<b>Commissioner Robert L. Hughes</b>	<b>Date</b>
<b>Commissioner Robert A. Boyer</b>	<b>Date</b>

Respectfully Submitted by Mary Ann Orlick