

AGENDA

GOLDEN GATE FIRE CONTROL & RESCUE DISTRICT

COMMISSION MEETING

**Meeting Location: Golden Gate Fire Station
 4741 Golden Gate Parkway**

June 13, 1989

7:30 P.M. - 10:30 P.M.

1. Invocation
2. Pledge of Allegiance
3. Opening Comments - Chairman
4. Agenda - Additions/Deletions
5. Approval of 5/9/89 and 5/16/89 Minutes
6. Review of Bills
7. Firefighters' Association Report
8. Consideration for Policy on Receipt of Outside Material by Fire Board (Commissioner Griffith)
9. Consideration to Eliminate Policy on Inadequate Manpower Reports (Commissioner Griffith)
10. Consideration to Adopt Mutual Aid Agreement with North Fort Myers Fire District (Chief Hatcher)
11. Correspondence Regarding Union Allegations- David Graham (Chief Hatcher)
12. Union Grievances (David Anderson)
13. PERC Recognition (David Anderson)
14. Meeting Date for Commission and Employees (David Anderson)
15. Consideration to Develop a Mission Statement (Commissioner Young)
16. Discussion of Fire Code Violations at Station #26 (Chief Hatcher)
17. Discussion of Impact Fee Agreement (Chief Hatcher)
18. Consider Membership in the Committee to Negotiate Contract for Proposed Emergency Services Building (Commissioner Griffith)
19. Consideration to Adopt Donation Policy (Chief Hatcher)
20. Consideration to Waive Fire Chief's Inspector Certification (Chief Hatcher)
21. Consideration on Providing a Plaque at Station #27 Honoring Land Donors (Chief Hatcher)
22. Fire Chief's Report
23. Emergency Business
24. Comments from Commissioners
25. Comments from Audience
26. Closing Comments - Chairman
27. Agenda Items for Next Meeting
28. Adjournment

GOLDEN GATE FIRE CONTROL & RESCUE DISTRICT

COMMISSION MEETING

JUNE 13, 1989

The board meeting of the Golden Gate Fire Commissioners opened with Invocation and the Pledge of Allegiance; all board members were present.

Opening Comments - Chairman:

Chairman Steffen stated that he wished to make a few comments not as the Chairman and not speaking for the Board but as Marvin Steffen. He went on to say that he was very troubled by some of the things he had received letters on wondering if he could be a nonprejudice party in everything that goes on with this fire district. Marvin Steffen stated for the record, "I am not considering anything above my responsibility as a fire commissioner for this district and that is a pledge that I made when I decided to take this job and that is something that I will always carry out in the four coming years."

Agenda - Additions/Deletions:

Chairman Steffen requested that items #9, #19, and #21 be deleted from this agenda and carried over to the next commission meeting's agenda in order to limit the number of hours for this meeting.

Chairman Steffen requested the following additions:

1. Discussion of Emergency Services Building (to be handled as item #7).
2. Consideration to Elect Vice-Chairman

Chief Hatcher requested the addition of the following item:

1. Consideration for Repair of Bunker Gear

Chairman Steffen requested that the Fire Chief's Report be handled as item #6.

Approval of 5/9/89 and 5/16/89 Minutes:

Commissioner Griffith stated that as a format it seems to him that the chairman does not have authority to eliminate anything from the agenda. He went on to say that he has no problem with the elimination but he would feel much better if it were put to a vote of the board to approve the agenda as amended.

Chairman Steffen stated that the chairman is responsible for setting up the agenda and that he was not deleting the items but carrying them over to next month in an attempt to keep tonight's meeting from being over three hours long. The Chairman went on to say that he just removed the items that could wait another month and that present policy allows for that and would provide paperwork on this if Commissioner Griffith so desired. Commissioner Griffith replied that he would appreciate it.

*** Chairman Steffen stepped down from the chair to make a motion approving the 5/9/89 and 5/16/89 minutes as written. Commissioner Young seconded the motion. Motion carried unanimously.**

Fire Chief's Report:

1. Advised the Board that \$112,600.00 had been received from District One funds.
2. The Consolidation Survey has been received. Since it is such a bulky report, the Commissioners were invited to stop by the office if they wished to review it.
3. The second "Jaws" set has been received and is in service at Station #27. The cost was approximately \$9,800.
4. Chief Hatcher shared a letter and drawing he had received from, John White, a child in our community.
5. Referred to memo written to the Commissioners regarding damage to the south bay door at station #27. It is still unknown as to how it happened.
6. Advised the Board that a monthly fire inspection report, P.U.D. and S.D.P. letters, monthly overtime report, and monthly volunteer response report were all included in their agenda packets for their review.
7. Referred to a letter the Chief had written to WNOG regarding an error that had been stated on a program dealing with fire district consolidation. WNOG wrote back stating that when they are aware that they will be discussing "consolidation" with an up-coming guest they will call the Chief in advance and on the day of the show they will call and give air-time so the Chief may explain his point of view.

8. The Golden Gate Business Association recently released their report of their residential attitude study and in general there is a moderately high level of approval of fire protection services in the community.

9. Engine #2720 is currently out of service due to plumbing problems and the testing of all hose carried on it. The new pumper is in service and engine #2620 has been moved out to station #27. Contact has been made with FMC regarding the refurbishing of the older pumpers.

10. Met with Chief Doerr and Chief Nutley to discuss the purchasing of the tankers required by the District One contract.

Emergency Services Complex:

Jay Reardon supplied the Board with a copy of the Public Safety Complex equity calculation, copy is attached. Mr. Reardon then discussed the Emergency Services Complex contract between Collier County and Golden Gate Fire District.

Mark Strain went over some of the items in the contract that needed to be clarified.

Chairman Steffen stated that he would like to table this item in order to give Mark Strain and Duane Billington a chance to meet with Jay Reardon to iron out the areas that do need clarification (differences between Memorandum of Understanding and Contract). An Emergency Meeting will be scheduled in order for Mark Strain and Duane Billington to give their report back to the Board.

The Chairman also stated that he would like to have our attorney review the contract before the fire commission signs it. A request was made that all of this was to be handled before July 1st so that a full board would be able to vote on it since Commissioner Young will be out of town for the whole month of July. Commissioner Young suggested that the Board could make a motion at the Emergency Meeting contingent on the attorney's approval.

Consideration to Elect Vice-Chairman:

- * Chairman Steffen stepped down to make a motion to nominate Wayne Young as Vice-Chairman. Commissioner Griffith seconded the motion. Motion carried unanimously.

Review of Bills:

Commissioner Griffith stated that there were only two bills that exceeded the limit requiring them to be presented back to the Board and presented to the other board members the paperwork for their review (Ten-8 for bunker gear and Motorola for radios).

Firefighters' Association Report:

No report.

Consideration for Policy on Receipt of Outside Material by Fire Board:

Commissioner Griffith stated that the agenda packet had two versions, one prepared by the Chief and one prepared by himself.

- * Chairman Steffen stepped down from the chair to make a motion to approve the policy written by Commissioner Griffith with one correction (in the last paragraph the "chief" to be changed to the "vice-chairman"). Commissioner Young seconded the motion. Motion carried unanimously.

This policy will be set up in the same format as used in the policy prepared by Chief Hatcher.

- * A motion was made by Commissioner Young and seconded by Chairman Steffen to have the above policy become effective when the Chief signs it. Motion carried unanimously.

Commissioner Young stated that he has received some materials in his box lately of which he has no idea as to who put it there and he has found some of it to be offensive and would like to see a persons name or initials on all material put in the commissioners boxes.

- * A motion was made by Commissioner Young and seconded by Chairman Steffen that all material put in the fire commissioners' boxes must have the originator's name or initials on it. If the originator's name or initials is not on the material it is to be taken out of the box and destroyed. Motion carried unanimously.

Chief Hatcher stated that he could take this motion and draft it into a policy for the Board's approval at the next meeting. There were no objections to this.

Consideration to Adopt Mutual Aid Agreement with North Fort Myers Fire District:

Chief Hatcher advised the Board that Chief Alvarez was updating his mutual aid files and is requesting a current mutual aid agreement from this fire district.

- * Chairman Steffen stepped down from the chair to make a motion approving of the Mutual Aid Agreement with North Fort Myers Fire District. Commissioner Young seconded the motion. Motion carried unanimously.

Correspondence Regarding Union Allegations - David Graham:

David Graham stated that he was requesting that the issue be brought up that was tabled at the last meeting. He stated that he felt the allegations brought up by the union were trumped up charges and a boldface attempt for the union to take over operational control of the fire district and feels the Chief needs a very strong statement of support from the Commissioners because of his position or he has totally lost control of his department and so have the fire commissioners. Mr. Graham went on to say that he felt that because it was not brought up at the last meeting, it has festered in the community and has brought out letters from the various groups in the community and this Commission, at this time, must make a strong decision.

Chairman Steffen replied that this was not tabled, that he had scheduled a meeting a week afterwards so he could sit down with the Chief and the Union President. What he had done was give everyone a week to cool off. Chairman Steffen stated that because of the community's concern regarding his being a member of the firefighters' union he was going to ask the vice-chairman to sit in on any of these meetings in the future. Much discussion followed.

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David Ritchie, President of the Civic Association, asked if the community could expect the Board to resolve this problem quickly. Chairman Steffen replied yes.

* Chairman Steffen stepped down from the chair to make a motion authorizing Vice-Chairman Young to meet with the Chief to get the background that he needs there and meet with the men individually and if he sees fit as a group. Commissioner Young seconded the motion. Motion carried with Chairman Steffen and Commissioner Young voting yes. Commissioner Griffith voted no.

Union Grievances:

David Anderson, Union President, stated that the Board had two grievances before them that has not been accepted by the grievance committee.

The first grievance dealt with notification of training approval or denial. The union members would like to see written notification of denial or approval of training requests. Chief Hatcher stated that normally he finds the training form requests laying on his desk when he comes in, in the morning and will then fill in his acceptance or denial portion of the form and give it to the secretary. The Chief went on to say that he looks at it as the responsibility of the person who makes the request to check back with the office.

Pat Meulenberg, the secretary, stated that she does try to notify the individual making the request of the outcome before filing the request away and that the reason for filing the request is so that the department has a record on file.

David Anderson requested that a time limit be required for answering the requests.

Chairman Steffen stated that it is not the Chief's responsibility to run down a shift person, but the individual's responsibility to check up on his training request.

Chairman Steffen stepped down from the chair to make a motion stating that when the Chief receives an educational request that he responds, in writing, within three working days and then a written copy of that form put in the shift box. Commissioner Young seconded the motion.

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Chief Hatcher stated that he would draft a policy for the Board's approval from this motion.

Chairman Steffen asked David Anderson if that met to his satisfaction. David Anderson replied that he would take a copy back to the Union Grievance Committee to see if this will be satisfactory.

Chief Hatcher then read, outloud, from the Union Contract the area dealing with grievances. Chief Hatcher felt that grievance forms being placed on his desk does not meet the intent of the Union Contract. David Anderson withdrew the second grievance.

PERC Recognition:

David Anderson stated that when the firefighters in this department became part of the International Association of Fire Fighters they were affiliated with East Naples and are now filing the proper paperwork to become their own bargaining unit.

- * A motion was made by Commissioner Young and seconded by Chairman Steffen to accept the resolution for Golden Gate Firefighters to become their own bargaining unit, Local 3182. Motion carried unanimously.

Meeting Date for Commission and Employees:

Commissioner Young will meet with the Chief and one firefighter each Friday night at 5:45 P.M. at Station #26 effective this coming Friday, June 16th.

Consideration to Develop a Mission Statement:

- * A motion was made by Commissioner Young and seconded by Chairman Steffen to adopt the Mission Statement example presented by the Chief Hatcher with the following corrections:

1. Change the "Golden Gate Fire Control & Rescue District" at the beginning of the statement to "Golden Gate Fire Department."
2. Delete the numbers in front of the listed items.

Motion carried unanimously.

Discussion of Fire Code Violations at Station #26:

Chief Hatcher stated that each Commissioner should have received a memo he had written regarding this item.

Commissioner Young stated that he did not understand why this item was being brought up prior to the scheduled review in 18 months (August 1989) and also that he was not in favor of putting \$38,000 into this building when we are looking into moving to a new building very shortly. Commissioner Young went on to say that he felt this item should be stricken from the agenda, that it was redundant of what the Board had previously voted on.

Commissioner Griffith asked if the other two commissioners had not received the material he had submitted for their review. Both Chairman Steffen and Commissioner Young stated they had received the material but neither of them were prepared to act on it until the 18 month time period was up, that the Board had previously agreed to.

- * A motion was made by Commissioner Young and seconded by Chairman Steffen to table this item until the August meeting. Motion carried with Commissioner Young and Chairman Steffen voting yes. Commissioner Griffith voted no.

Discussion of Impact Fee Agreement:

Chief Hatcher stated that the Commissioners had received a copy of the agreement prepared to enable the collection of impact fees for the Golden Gate Fire District by the county. After the Chief had received a copy of this agreement he sent a letter to Neil Dorrell outlining some of the concerns he had regarding the way the impact fees were being collected and distributed. The county did respond to this letter but right after that the Chief received a letter from the State Attorney's Office.

In the State Attorney's opinion it would be illegal for the county to collect impact fees on behalf of the fire district. Chief Hatcher stated that he then sent a letter requesting that the County's attorney be consulted along with a copy of the State Attorney's letter to Tom Olliff. There has been no response back from Tom Olliff at this time. The Chief then recommended that we table this issue until we can work out the legal ramifications of what we are trying to accomplish.

Commissioner Young concurred that this item be carried forward to the next regular meeting. Further discussion followed regarding the collection of impact fees.

- * Chairman Steffen stepped down from the chair to make a motion that the County Attorney's office have something for us at our next regular meeting regarding the legality of the County collecting impact fees or the District will go back to collecting their own impact fees. Commissioner Young seconded the motion. The motion carried with Chairman Steffen and Commissioner Young voting yes. Commissioner Griffith voted no.

Consider Membership in the Committee to Negotiate Contract for Proposed Emergency Services Building:

Commissioner Griffith wanted to know if the whole committee was intact and referred to the appointments made by the Board at the May 11, 1988 and April 13, 1988 meetings.

Chief Hatcher stated that the intent for the people who were appointed at those meetings was to discuss the concept of an emergency services complex. The Chief went on to state that after the Board had been told the concept was feasible the Board appointed Chief Hatcher, Mark Strain, and Duane Billington at the June 30, 1988 meeting to work with Jay Reardon in order to obtain more concrete information. Since that time all three members have been actively involved on that committee.

Consideration to Waive Fire Chief's Inspector Certification:

Chief Hatcher stated that it was pointed out to him recently that his job description requires him to be a certified inspector. When the Chief was hired he had been told verbally that he would need the Florida Firefighter's Certification and not to worry about the inspector's certification because it had been waived for David Reeves. Chief Hatcher did advise the Board that he is a certified EMT. After much discussion;

- * A motion was made by Commissioner Griffith and seconded by Chairman Steffen to waive the Inspector's Certification requirement for Chief Hatcher. Motion carried unanimously.

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Emergency Business:

Chief Hatcher requested consideration for having five bunker coats and one pair of bunker pants repaired at a cost of \$642.66.

- * A motion was made by Commissioner Young and seconded by Chairman Steffen to approve of repairing bunker gear (5 coats and 1 pair pants) at a cost of \$642.66 plus shipping. Motion carried unanimously.

Agenda Items for Next Meeting:

The following items are to be included on next month's agenda:

1. Consideration to Eliminate Policy on Inadequate Manpower Reports (Commissioner Griffith).
2. Consideration to Adopt Donation Policy (Chief Hatcher)
3. Consideration on Providing a Plaque at Station #27 Honoring Land Donors (Chief Hatcher).
4. Discussion of Impact Fees (Chairman Steffen).

Adjournment:

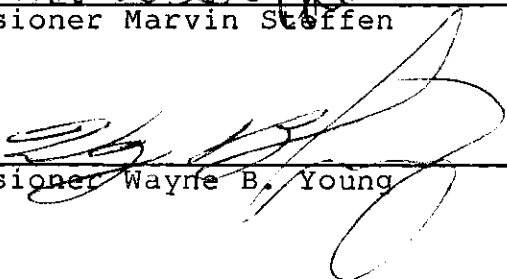
- * Chairman Steffen stepped down from the chair to make a motion to adjourn the meeting at 10:33 P.M. Motion carried unanimously.

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Minutes of 6/13/89 Commission Meeting approved
on ~~7/11/89~~ 8/8/89.



Commissioner Marvin Steffen



Commissioner Wayne B. Young

Voted no to the motion

Commissioner Willard P. Griffith