

**GREATER NAPLES FIRE RESCUE
OCHOPEE FIRE ADVISORY COMMITTEE
STATION 61
525 NEWPORT DR. NAPLES, FL 34141
AGENDA
March 9, 2020 4:00 P.M.**

- I. CALL TO ORDER**
- II. PLEDGE OF ALLEGIANCE TO THE FLAG**
- III. ADDITIONS AND DELETIONS TO AGENDA**
- IV. APPROVAL OF DECEMBER 9, 2019 and FEBRUARY 10, 2020 MINUTES**
- V. SWEARING IN OF TERI O'CONNELL & DR. DON BRADKE**
- VI. REPORTS:**
 - a. Fire Chief's Report
 - US Fire Fighter Line of Duty Deaths
 - February 2020 – 4
 - Year to Date – 10
 - b. Other attached reports
 - c. Public Comment on Reports
- VII. OLD BUSINESS**
- VIII. NEW BUSINESS**
 - a. Public Comment
- IV. NEXT SCHEDULED MEETING TBD**
- X. ADJOURNMENT**

**GREATER NAPLES FIRE RESCUE
OCHOPEE FIRE CONTROL DISTRICT
ADVISORY COMMITTEE MEETING MINUTES
STATION 61
525 NEW PORT DR. NAPLES, FL 34141
DECEMBER 9, 2019**

CALL TO ORDER: Called to Order at 1600 hours

Attendees:

Robert Craig, Chairman Advisory Committee Member
Tony Davis, Co-Chairman Advisory Committee Member
Tim Smith, Advisory Committee Member
Don Bradke MD, Advisory Committee Member
Teri O'Connell, Advisory Committee Member
Chief Greater Naples Fire, Kingman Schuldt
Lt. Greater Naples Fire, Josh Grimm

Pledge of Allegiance to the Flag

Additions and Deletions to Agenda – None /Approved

Approval of Minutes of Regular Meeting October 15, 2019

A motion was made by Teri O'Connell to approve the minutes and seconded by Tony Davis, and was approved unanimously.

Reports:

Fire Chief Schuldt – Attached

Other attached reports

OLD BUSINESS:

NEW BUSINESS:

A motion was made by Robert Craig and seconded by Tony Davis to recommend to the Board of Commissioners to re-appoint Dr. Don Bradke & Teri O'Connell as Advisory Committee Members to another term.

Next scheduled Meeting: February 10, 2020 at 1600 hours

A motion was made to adjourn the meeting by Robert Craig, & seconded by Teri O'Connell and was approved unanimously.

ADJOURNMENT: At 1635 hours

Robert Craig, Chairman
Ochopee Fire Control District Advisory Committee
March 9, 2020

**GREATER NAPLES FIRE RESCUE
OCHOPEE FIRE CONTROL DISTRICT
ADVISORY COMMITTEE MEETING
MINUTES
STATION 61
525 NEW PORT DR. NAPLES, FL 34141
FEBRUARY 10, 2020**

CALL TO ORDER: Called to Order at 1600 hours

Attendees:

Robert Craig, Chairman Advisory Committee Member - Present
Tony Davis, Co-Chairman Advisory Committee Member - Absent
Tim Smith, Advisory Committee Member - Excused
Don Bradke MD, Advisory Committee Member - Present
Teri O'Connell, Advisory Committee Member - Absent
Greater Naples Fire Chief, Kingman Schuldt – Present

No Quorum to hold meeting

Next scheduled Meeting: TBD

As requested by the chairman, a meeting is scheduled for March 9, 2020 at 1600 hours.

Robert Craig, Chairman
Ochopee Fire Control District Advisory Committee
March 9, 2020



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

FEBRUARY, 2020

REPORTING OFFICER	Kingman Schuldt, Fire Chief
TYPE	Monthly – Commission
SUBMITTAL DATE	March 5, 2020

Strategic Planning – February 13; The Command Staff participated in a one-day strategic planning session facilitated by Fazio International, who developed the District’s original Plan. A comprehensive review and update was completed with several modifications to reflect current progress, areas for improvement, and current initiatives. Staff is working to finalize the Plan in preparation for presentation to the Board.

Annual Awards – The staff selection committee completed the 2019 Annual Awards selections.

- Firefighter of the Year – Lieutenant Joshua Grimm
- Civilian Employee of the Year – Accountant Charlotte Johnson
- Fire Chief’s Values Award – Lieutenant Inspector Steve Riley
- Excellence in Service- Fire and Life Safety – Administrative Assistant Tracey Caparrelli

Battalion Commander Transition – Staff continues to modify numerous administrative policies and procedures to reflect new duties and assignments. Emergency response assignments have been formally implemented with additional incident types requiring Battalion Commander responses; marine, residential fire alarm, vehicle accidents involving utility poles, illegal burns, and ATV accidents.

February 27; The District received notification the Battalion Commanders (Union) filed for a Unit Clarification. This was expected as part of the Settlement Agreement and is their first formal step to be a recognized part of the Labor Unit.

Self-Contained Breathing Apparatus – A third party certified contractor completed an annual inspection for all in-service units. Two SCBA units were decommissioned due to anticipated repair costs. The procurement of new SCBA from the recently awarded FEMA grant was executed with an anticipated delivery timeframe of 30 days.

Annual Audit – The Finance Section continues to prepare for the annual audit beginning in March/April.

Medical Supplies – The District is exploring new options to procure medical supplies. Staff has been attempting to procure supplies through Collier County EMS; however, recent events indicate this may not be the most effective process.



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

Paramedic Credentialing – All 14 members participating in the credentialing training have successfully completed the written test (phase 1) and are moving on to the ride-along field training portions (phase 2) of the process.

Everglades City Life Safety – February 25; Chief Hanson and I met with Mayor Grimm to discuss a number of items relating to life safety inspection services within the City. As the City begins to experience limited growth and redevelopment there is concern over the requirements set forth in the Florida Fire Prevention Code and the District's enforcement of such codes during plans review and fire inspections. The meeting was productive and the Mayor appears pleased with the District's responses and willingness to work cooperatively to enforce life safety requirements.

The City additionally requested we assume responsibilities to inspect and maintain City-owned fire hydrants. There are approximately 120 such hydrants and staff is currently working with Division Chief Morris to address the request.

Facilities – Fleet facility repairs were completed to the utility room where a leaking drain line was noted, causing mold inside a wall. The facility re-opened on Monday, March 2 and is conducting normal business operations. The HVAC system is also being replaced at a cost of @ \$8,000 but will not require the relocation of personnel. Staff is currently working through the bid process and is expected to award the job very soon.

HVAC – Staff continues to receive the required quotes for replacement of HVAC systems at Station 22 and Fire & Life Safety. Both were included as part of the 2020 budget approval and efforts to address long-term maintenance issues.

Station 23 Septic – The contractor continues to wait for permits to be released from Collier County and State of Florida. There have been no additional emergent occurrences of sewage leaks.

Fleet – Engine 23 remains out of service in Ocala for body repairs after involvement in a single vehicle accident with a parking lot bollard. Ladder 21 is currently out of service last for a number of maintenance issues and is expected to remain out for another week due to parts that have not yet arrived.

Boat 90 – Staff completed its evaluation of the boat's speed capabilities. Since applying a bottom coating, and routine engine wear the vessel had lost nearly 10 mph. It was determined to replace the existing components, resulting in an increase of speed to 40 mph.

Ochopee Management Agreement – Staff received a draft agreement from the County. A thorough review was conducted in consultation with District legal and Staff will be providing a counter draft proposal in the near future. Staff is attempting to have a final draft ready for Board review during the March meeting with a subsequent vote in April.



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

Personnel - The new Fire & life Safety Receptionist started employment February 24. The District is processing the resignation of one firefighter. Staff is also preparing for firefighter applicant testing and interviews in the next several weeks. Staff will be utilizing a new process to include a written test as the first step to assist in prioritizing and ranking of candidates. The application period has closed for the Community Life Safety Educator. Application period remains open for Fire Inspectors.

County EMS Station 25 and 74 – Station 25 is moving very quickly. The building is closed in and really taking shape. Staff is working to procure necessary equipment and supplies for an anticipated opening in approximately three months. There has been no additional movement on Station 74. A meeting is scheduled with Chief Butcher on March 9 to discuss future plans in detail.

BLUF REPORTING - In effort to maintain effective communications, Staff implemented a BLUF reporting tool. BLUF is a military communication acronym; “bottom line up front” designed to enforce speed and clarity of important information. The basic idea is simple; include the most important, relevant, and current details as clearly and briefly as possible.

Personnel are provided a weekly BLUF report via the District’s email system. The BLUF will include a brief report on current events and activities in three simple categories: Need to Know, Nice to Know, and Office of the Fire Chief; upcoming events may also be included. This simple one-page communication tool will assist in providing real-time information in a easy to read format to the membership.

COVID-19 Coronavirus - Division Chief Nelmes has been assigned to serve as the District’s point of contact and is coordinating efforts with Collier County EMS and partnering fire rescue agencies to provide weekly situation reports to our general membership. Last week the District took action to procure @ \$10,000 in personal protective EMS equipment in order a cache of supplies is available in the event the situation escalates. Some items have been received while others remain on back-order. Division Chief Nelmes continues to assess all options to maintain an adequate cache of personal protective equipment supplies. Division Chief Nelmes and I attended the State Department of Health EMS Advisory Council meeting in Tampa March 3-5 to receive the most up to date COVID-19 information.

District Staff has been requested to address the Golden Gate Civic Association on March 9 to discuss COVID-19 preparedness and response within Collier County. Staff continues to prepare and distribute information to the community via social media platforms and District generated informational flyers.

ACTIVITIES REPORT

Upcoming Travel

IAFC Board Meeting; Chantilly, VA- March 11-14



GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

MEETINGS AND EVENTS

- Participated in the following teleconferences as board or committee member for the following organizations:
 - Southeastern Association of Fire Chiefs
 - EMS Advisory Council
 - Disaster Response Committee
 - International Association of Fire Chiefs

- Meetings
 - Weekly Command Staff
 - Executive Development Training with Ft. Myers Beach Fire Dept.
 - Labor Negotiations
 - GG Civic Association
 - Wildland Urban Interface Workshop
 - Port of the Islands CID
 - Labor Management
 - Everglades City Life Safety
 - Fully Involved
 - CCFEMSCA

PUBLIC PROGRAMS

February Events- 20
February Contacts- 55,318

YTD Events- 28
YTD Contacts- 62,394

Customer Satisfaction Surveys

Emergency Response- 1
Fire & Life Safety- 2
Administrative- 3

OPERATIONS SECTION

Call Volume Statistics- February 2020

Total Incidents	2182
Total Responses	2757 (based on all apparatus)
Medical / Rescue	1350 calls for service
Percentage Medical	61.87%
Fire / Other	832 calls for service
Busiest Response Unit	EN75 278 Incidents



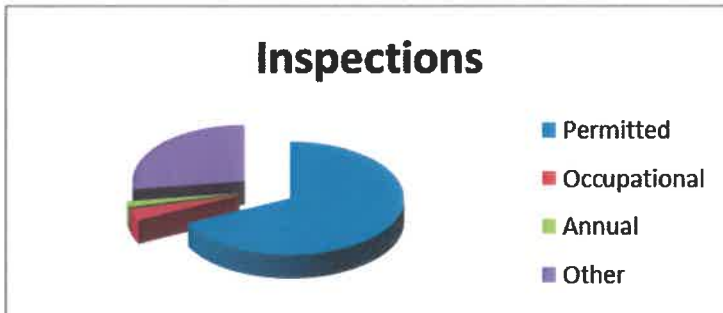
GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

Busiest Day of Week	Saturday 413 Incidents
Busiest Time of Day	13:00 to 13:59 142 Incidents
Busiest Station	Sta. 21 350

FIRE & LIFE SAFETY SECTION

Inspection Statistics- January 2020

Permitted Inspections: 629
Occupational/Business Tax License Inspections: 31
Annual Inspections: 15
Other Inspections: 253
Average wait time for an inspection in January: 2-3 Days
Current wait time as of February 10th: 2 Days





GREATER NAPLES FIRE RESCUE DISTRICT FIRE CHIEF REPORT

Investigations- January 2020

Number of fire investigations: 0

Hours spent: 0

Fire Plans Review Statistics- January 2020

Fire Plan Building Reviews: 476; increase of 117 from December

Site Development/Planning Reviews: 57; decrease of 6 from December

Everglades City Building Reviews: 17; increase of 5 from December

Average Review Time: 2 Days

PLANNING AND GROWTH MANAGEMENT SECTION

Fleet Statistics- February 2020

Total repairs for month \$47,225

Boat 90 \$5,969 – Routine repair and maintenance, new props

Boulevard Tire \$7,023

Mechanic Hours 358

Fleet Statistics- FYTD

Total repairs \$261,852

Ladder 72 \$21,240

Power Plants Motors \$19,728

Mechanics hours 1,372