

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
April 10, 2013

Minutes

President Winter called the meeting to order at 5:32 pm.

Board Members Present: Directors, Kiel, McMillan, Nelson, Rickards and Winter

Board Member Absent: Director Augustine, and Johnston

Staff Present: Battalion Chief Menshek, Fire Marshal Larsen, PIO Leonard Villarreal, and Business Manager/Recording Secretary O'Dell

Approval of Agenda: By Board consensus, the Agenda was approved.

The Agenda for the Regular Board Meeting of April 10, 2013, was posted at the District Headquarters on Friday, April 5, 2013 at 5:00 pm.

President Winter adjourned the meeting to Closed Session at 5:37 pm.

1. Closed Session – Conference with Legal Counsel – Existing Litigation
(Subdivision (a) of Section 54956.9 of the Government Code)
Name of Case: Theresa McKenna v. San Miguel Consolidated Fire Protection District, Case No. 37-2011-00067727-CU-NP-EC

Reconvene into Open Session: President Winter reconvened the meeting to Open Session at 5:45 pm. noting no direction was given.

Pledge of Allegiance: Director Nelson led the Pledge of Allegiance.

Public Communications: None.

ACTION AGENDA ITEMS:

2. **Approval of Minutes:** Upon a motion by Director McMillan, second by Director Rickards, and vote (Kiel, McMillan, Nelson, Rickards and Winter in favor, Augustine and Johnston absent) the Minutes of the Regular Meeting of March 13, 2013 were approved.
3. **Resolution 13-1 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District to Participate in the San Diego County Fire Mitigation Fee Program:** Upon a motion by Director McMillan, second by Director Rickards, and vote (Kiel, McMillan, Nelson, Rickards and Winter in favor, Augustine and Johnston absent) Resolution 13-1 was adopted.

4. Receive and File 2012 Audit Report in Accordance With the California Government Code – The Board of Directors will consider receiving and filing the District’s FY 2012 audit report: Upon a motion by Director Kiel, second by Director Nelson, and vote (Kiel, McMillan, Nelson, Rickards and Winter in favor, Augustine and Johnston absent) the 2012 fiscal year audit was accepted.
5. Reimbursement for Education/Training for Board Members: After discussion, the education/training for Board Members will be addressed during the budget process.
6. Approve Director Policy Manual Revisions: By Board consensus, the Board Policy Manual Revisions was tabled to the board retreat. However, Director Kiel requested that his following comments be on the record: “A lot of the recommendations in the report that are going to the Board are contrary to the majority of the committee and that is contrary to everything about a democracy I feel that my constituents who voted me in are being disenfranchised because of this as said a one person on the Board decided the way that they wanted this to go and that’s the way it went even over the objections of the other two members of the committee and I would like to also direct that these comments be included in the minutes.”

INFORMATIONAL AGENDA ITEMS:

7. Informational Report on the Operations Division: Battalion Chief Andy Menshek gave an overview of the activities of the District’s Operations Division.
8. Informational Report on the Public Information Office: Public Information Officer Leonard Villarreal gave an overview of the activities of the Public Information Office.

9. Reports

- a. Committee Reports – Director McMillan reported that he attended the Finance Committee Meeting where the audit was reviewed and the Board Policy Committee Meeting where the Board Policy Manual was reviewed.

Director Rickards reported that he attended the Finance Committee Meeting and that his application for CSA 69 committee membership was accepted.

Director Kiel reported that he attended the Finance Committee Meeting where the audit was reviewed and he shared the auditor’s comments on redundancy and segregation of duties; he also inquired on what he needs to do to move forward with the Legislative Committee.

- b. Directors Reports – Director Winter congratulated Marsha Larsen upon her retirement from the District; he also reported that the District received San Diego County Public Health Director’s Award for participating in the *Love Your Heart* Program.

Director McMillan reported that he attended the HTF mixer along with Director Kiel.

- c. Chief's Report – Fire Chief Croucher highlighted several items in the Chief's Report.
- d. Fire Safety Professionals Association Communications – None.
- e. Correspondence – Fire Chief Croucher noted several pieces of correspondence had been received by the District.
- f. Action Plan Recap – Prepare for the Board Retreat.

Next Meeting: The next meeting of the Board of Directors will be a Special Meeting (Board Retreat) on Wednesday, April 24, 2013, at 9:00 am in the Olive Room at the Sycuan Resort.

President Winter adjourned the meeting at 7:53 pm.

Respectfully submitted by:

Darilyn O'Dell

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Recording Secretary