

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
May 8, 2013

Minutes

President Winter called the meeting to order at 5:30 pm.

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

Board Member Absent: None

Staff Present: Acting Fire Marshal Jarrell, Business Manager O'Dell, and Recording Secretary Roos

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

The Agenda for the Regular Board Meeting of May 8, 2013, was posted at the District Headquarters on Friday, May 3, 2013 at 5:00 pm.

President Winter adjourned the meeting to Closed Session at 5:32 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 Augustine led the Pledge of Allegiance.

Public Communications: None.

CONSENT AGENDA ITEMS:

Upon a motion by Director Rickards, second by Director Winter, and vote (Augustine, Kiel, McMillan, Nelson, Rickards and Winter in favor, Johnston abstained from Item 2 and in favor of Items 3, 4, and 5), the consent agenda was approved.

2. Approval of Minutes: Minutes of the Regular Meeting of April 10, 2013, and the Special Meeting of April 24, 2013

3. Resolution 13-2 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Updating the Local California Environmental Quality Act (“CEQA”) Guidelines (2013 Update)
4. Resolution 13-3 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Establishing the Limit for Appropriations of Proceeds of Tax Subject to Limitation for Fiscal Year 2013/2014
5. Receive and File Quarterly Investment Report in Accordance with California Government Code

ACTION AGENDA ITEMS:

6. Director Policy Manual Revisions: Upon a motion by Director Rickards, second by Director Augustine, and vote (Augustine, Johnston, Nelson, Rickards and Winter in favor; Kiel and McMillan opposed), the Director Policy Manual revisions were approved with the following inclusion: in item 6.1.G: add “and appointment of District Auditor.”

INFORMATIONAL AGENDA ITEMS:

7. Board Retreat Review and Discussion: Chief Croucher distributed the meeting summary that facilitator, Dr. Trudy Sopp, submitted, and noted that Board member training on Robert’s Rules of Order would be scheduled as soon as possible. Chief Croucher also noted the Finance Committee will meet to review per diem for Board member meeting attendance. Attorney Sanchez noted that per diem can be paid for no more than 4 meetings per month by law.
8. Reports:
 - a. Committee Reports – Director McMillan noted his appreciation for the quick response to Crest resident Mr. Richardson regarding Suncrest Truck Trail.

Director Rickards noted he is looking forward to the Finance Committee Meeting being scheduled, and that he will attend the CSA 69 committee meeting on May 9.

Director Kiel reported that the Legislative Committee has not met yet, and he would like the District to pay for his trip to Sacramento to meet with legislators.
 - b. Directors Reports – President Winter and Attorney Sanchez distributed the Health and Safety Code, and asked that Board members review the fire protection district law on how boards and meetings are to be run.

Director Nelson reported that he enjoyed the Board Retreat, and felt it was effective.

Director McMillan reported that he requested Chief Zombro provide information on the relationship between the Fire Chief and the Board of Directors.

- c. Chief's Report – Fire Chief Croucher highlighted several items in the Chief's Report.
- e. Correspondence – Fire Chief Croucher noted several pieces of correspondence had been received by the District.
- f. Action Plan Recap:
 - Schedule a Finance Committee meeting to discuss per diem for Board members attending committee meetings
 - Gather information on the Legislative Committee for Director Kiel
 - Schedule Robert's Rules of Order training

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, June 12, 2013, at 5:30 pm in the Board Room at San Miguel Fire District Headquarters.

President Winter adjourned the meeting at 6:48 pm.

Respectfully submitted by:

Nancy Roos

Nancy Roos
Recording Secretary