

San Miguel Consolidated Fire Protection District
Special Meeting of the Board of Directors
November 18, 2015

Minutes

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

Board Members Present: Directors Ek, Kiel, McKenna, McMillan and Rickards

Board Member Absent: Directors Johnston and Vacio

Staff Present: Fire Chief Chaney, Interim Fire Chief Howell, Battalion Chiefs Kiszka and Hunt, Deputy Fire Marshal Morgan, Administrative Analyst Harris, Administrative Assistant Roos and Logistics Coordinator Camarena

Approval of Agenda: By Board consensus, the Agenda was approved with the following change: pull Agenda Item #3 from Consent to Action.

The Agenda for the Special Board Meeting of November 18, 2015, was posted at the District Headquarters on Friday, November 13, 2015, at 5:00pm.

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

Public Communications: None.

CLOSED SESSION ITEMS

President Kiel adjourned the meeting to Closed Session at 5:34pm.

1. Closed Session – Conference With Labor Negotiator (§54957.6)
 - Agency Negotiators: Fire Chief Chaney
Administrative Officer/CFO O’Dell
 - Employee Organization: Unrepresented Employees: Accounting Specialist,
Administrative Analyst, Administrative Assistant,
Deputy Fire Marshal, Fire Inspector and Logistics
Coordinator

Reconvene to Open Session: President Kiel reconvened the meeting to Open Session at 5:52pm.

SPECIAL RECOGNITION

2. The Board of Directors recognized retiring Fire Chief Ray Chaney for his service to the District. A brief recess for refreshments was held from 5:56pm to 6:07pm.

CONSENT AGENDA ITEMS:

Upon a motion by Director Rickards, second by Director Ek, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), the Consent Agenda was approved:

4. Approve Board Member Stipend Payments.
5. Receive and File Quarterly Investment Report in Accordance with California Government Code.
6. Credit Card Expenditures Review – The Board of Directors reviewed credit card expenditures of the Fire Chief and Administrative Officer/CFO.

ACTION AGENDA ITEMS:

3. Upon a motion by Director Rickards, second by Director McMillan, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), the October 14, 2015 Minutes were approved with the following correction: change Director Johnston's vote from Opposed to Abstained.
7. Upon a motion by Director McMillan, second by Director McKenna, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), the purchase of solar energy panels from Sullivan Solar Power for Station 15 for the total cost of \$766,443, and include budgeting for the balloon payment that is part of the financing terms, was approved.
8. Upon a motion by Director McMillan, second by Director Ek, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), the Terms of Employment for 2015/2016 were ratified.
9. The Board of Directors reviewed the necessity of including the PRAR section in the Monthly Activity Report. A motion was made to remove the PRAR section from the Monthly Activity Report by Director McKenna, second by Director Ek. The motion was amended by Director McKenna, second by Director Ek, to include Public Records Act Requests in the Monthly Activity Report only if the total staff time and attorney time exceeds \$250, and vote (Ek, Kiel, McKenna, McMillan, and Rickards in favor; Johnston and Vacio absent), the amended motion passed.

INFORMATIONAL AGENDA ITEMS:

10. Interim Fire Chief Howell provided an update on the Zone 2 contract. Unit Chief Tony Mecham addressed the Board about closest resources and ambulance response times. Interim Fire Chief Howell noted a meeting has been scheduled for December instead of sending written correspondence to County EMS.
11. Director Rickards provided an update on CSA 115. He noted they met with Lakeside Fire representatives on October 26, at the direction of the Board, to discuss the feasibility of a partnership to jointly build a fire station near Winter Gardens Boulevard. The CSA 115 committee determined that would not be in the best interest of the District at this time. Battalion Chief Hunt reported that a 15-year plan for the Station 19 (Pepper Drive location) had been provided to the Finance Committee.

12. Reports:

- a. Committee Reports: Director McMillan reported two Finance Committee meetings had been held since the last Board meeting. He noted the purchase of solar energy panels was the significant topic discussed. He noted that facilities updates, including sewer/septic upgrades at Station 23 were also discussed. Director McMillan stated the Committee has renamed some items in the budget, and will report on that at a future Board meeting, along with a report on unfunded liability.
- b. Directors Reports: Director Kiel reported that a letter was received by the District from the State Attorney's office. The District will not be charged for the State Controller's Audit.

Director McKenna requested an update on the new developments at Jamacha Road and Sweetwater Springs Boulevard. Deputy Fire Marshal Morgan provided an update on this topic. Director McKenna noted these could be a potential source of revenue and also higher call volume.

Director McMillan noted he will be attending the CSDA dinner meeting November 19th.

Director Rickards inquired to Unit Chief Tony Mecham about the CSA-115 revenue-sharing plan. Unit Chief Mecham said he will report on that at the December Board meeting.

- c. Monthly Activity Report: Interim Fire Chief Howell highlighted several items on the Report. Unit Chief Mecham provided an update on the Training Facility.

- d. Correspondence: Interim Fire Chief Howell noted several pieces of correspondence had been received by the District. He highlighted letters from students at Loma Elementary School were received as part of a school project, and informed the Board he will go to their classroom and answer the questions they posed in their letters.
- e. Action Plan Recap:
- Work with AMR and Mercy ambulance companies regarding response times via a meeting, and then by written correspondence if a follow up is needed.
 - Meet with Caltrans and the Sheriff regarding the Training Facility access road.
 - Meet with Hunter Construction regarding the Station 19 (Pepper Drive) site plan.
 - Interim Fire Chief Howell to go to Loma Elementary
 - Follow up on sewer hookups for Station 23.
 - Unit Chief Mecham to work with CSA 115 and County to get contract signed by mid-December.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on December 9, 2015, at 5:30pm, held at District Headquarters.

President Kiel adjourned the meeting at 7:58pm.

Submitted by:

Nancy Roos

Administrative Assistant
Board Recording Secretary