

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
December 9, 2015

Minutes

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

Board Members Present: Directors Ek, Johnston (arrived 5:35pm), Kiel, McKenna, McMillan, Rickards and Vacio (departed 7:35pm)

Board Member Absent: None

Staff Present: Fire Chief Howell, Battalion Chiefs Kiszka and Hunt, Administrative Officer/CFO O'Dell, Finance Officer Harris, Administrative Assistant Roos, Deputy Fire Marshal Morgan and Logistics Officer Camarena

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

The Agenda for the Regular Board Meeting of December 9, 2015, was posted at the District Headquarters on Friday, December 4, 2015, at 5:00pm.

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

Public Communications: None.

CLOSED SESSION ITEMS

President Kiel adjourned the meeting to Closed Session at 5:32pm.

1. Closed Session – Public Employee Performance Evaluation (§54957)
Employee: Fire Chief

Reconvene to Open Session: President Kiel reconvened the meeting to Open Session at 6:00pm.

SPECIAL RECOGNITION

2. The Board of Directors recognized CERT participants for their completion of the CERT Program. Fire Apparatus Engineer Mike Good provided a PowerPoint Presentation.

CONSENT AGENDA ITEMS:

Upon a motion by Director Vacio, second by Director McMillan, and unanimous vote, the Consent Agenda was approved:

3. Minutes of the November 18, 2015 Special Meeting.
4. Board Member Stipend Payments.
5. Resolution 15-13 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Identifying Surplus Vehicles, Authorizing their Liquidation.

ACTION AGENDA ITEMS:

6. Upon a motion by Director Rickards, second by Director McKenna, and unanimous vote, the CSA 115 Agreement was approved.
7. Board Officers – Director’s Policy 2.1 states that the Board of Directors shall elect its officers each year at the December Regular Meeting.

President: Director Ek nominated Director McKenna. Director Rickards nominated Director Kiel. By roll call majority vote, Director McKenna was appointed Board President.

Vice President: Director Kiel nominated Director Rickards. By roll call unanimous vote, Director Rickards was appointed Board Vice President.

Secretary: Director Rickards nominated Director McMillan. Director McMillan nominated Director Vacio and withdrew his own nomination. By roll call unanimous vote, Director Vacio was appointed Secretary.

By Board consensus, Recording Secretary will be filled by Staff.

INFORMATIONAL AGENDA ITEMS:

8. Fire Chief Howell provided an update on the Zone 2 contract. Discussion continued from the November 18, 2015 Board Meeting regarding mailing a letter to County EMS. By Board consensus, a letter will be sent.
9. Battalion Chief Hunt provided a written update to Board Members on the status of the construction at Station 19 (Pepper Drive).

10. Fire Chief Howell provided an update on the purchase of two Spartan apparatus that were approved by the Board in March 2015.

11. Reports:

- a. Committee Reports: Director Vacio reported on verbal responses from Bonita-Sunnyside Fire Protection District, Heartland Fire and San Diego County Fire regarding interest in partnering with the District after the CAL FIRE Contract ends. He reported they are not interested. He will provide updates if any further responses are received.

Director McMillan noted the Finance Committee will meet next on Tuesday, January 19, 2016, at 10:00am. There will not be a meeting in December.

- b. Directors Reports: Director McMillan reported that he attended the recent CSDA quarterly dinner meeting.
- c. Monthly Activity Report: Fire Chief Howell highlighted several items on the Report, and provided an update on the Training Facility.
- d. Correspondence: Fire Chief Howell noted correspondence had been received from Fire Chief Andy Parr of Lakeside Fire District, thanking the District for providing coverage of their stations so their crews could attend the funeral service of a Lakeside firefighter.
- e. Action Plan Recap:
- Send CSA 115 Agreement.
 - Send County EMS letter.
 - Administrative Assistant Roos to send 2015 Board Committee Assignment list to Board members, and Board to email President McKenna with any requests to be on particular committees.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, January 13, 2016, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 7:42pm.

Submitted by:

Nancy Roos

Administrative Assistant
Board Recording Secretary