

***San Miguel Consolidated Fire Protection District***  
**Regular Meeting of the Board of Directors**  
**May 11, 2016**

***Minutes***

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

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

Board Member Absent: None

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

**Approval of Agenda:** By Board consensus, the Agenda was approved with the following changes: Move Agenda Items 6, 7, 8, and 9 from Consent to Action; re-order Agenda Items as follows: 1, 2, 3, 4, 5, 6, 13, 11, 10, 12, 7, 8, 9, 14, 15, 16, 17 and 18.

The Agenda for the Regular Board Meeting of May 11, 2016, was posted at the District Headquarters on Friday, May 6, 2016, at 5:00pm.

**Pledge of Allegiance:** Director Vacio led the Pledge of Allegiance.

**Public Communications:** District business owner Tony Tapia addressed the Board under General Comments. Former Director and District resident Criss Brainard addressed the Board regarding Agenda Item #10. Former Director and District resident Rick Augustine addressed the Board regarding Agenda Items #6, #7, #8, #9 and #11. Former Director and District resident Jeff Nelson addressed the Board regarding Agenda Items #10 and #11. District Resident Doug Perry addressed the Board regarding Agenda Items #6, #7, #8, #9, #10 and #11. District Resident Victor Mosso addressed the Board regarding Agenda Items #10, #11 and #12. Local 2881 Union Representative Patrick Walker addressed the Board regarding Agenda Items #10 and #12.

**CLOSED SESSION**

President McKenna adjourned the meeting to Closed Session at 5:45pm.

1. Closed Session – Conference With Labor Negotiators (§54957.6)  
Agency Negotiators: Administrative Officer/CFO O'Dell  
Joseph Sanchez, Attorney

Employee Organizations: Former members of Firefighters of San Miguel Local 1434 subject to the terms of the Transitional MOU dated September 25, 2012

Former Unrepresented Division Chiefs of San Miguel Consolidated Fire Protection District (“District”) subject to the terms of the Transitional MOU dated October 10, 2012

Former members of Fire Management Association of District subject to the terms of the Transitional MOU dated September 25, 2012

Former Unrepresented Administrative Specialist-Finance of District subject to the terms of the Transitional MOU dated October 10, 2012

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:17pm.

**CONSENT AGENDA ITEMS:**

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

2. Approve the Minutes: Regular Meeting of April 13, 2016.
3. Approve Board Member Stipend Payments.
4. Receive and File Quarterly Investment Report in Accordance with California Government Code.
5. Credit Card Expenditures Review – The Board of Directors reviewed credit card expenditures of the Fire Chief and Administrative Officer/CFO.

**ACTION AGENDA ITEM:**

6. Resolution 16-3 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for Fire Suppression and Emergency Services (Crest Area) for Fiscal Year 2016/2017. Upon a motion by Director Kiel, second by Director Johnston, and unanimous vote, Resolution 16-3 was approved.

**INFORMATIONAL AGENDA ITEM:**

13. Station 19 (Pepper Drive):
  - a. Fire Chief Howell provided a construction update.
  - b. Fire Chief Howell reported on the costs expended on the Pepper Drive property.
  - c. Fire Chief Howell reported there were 40 calls into CSA 115 in April. Of those 40 calls, 25 were run by E7619 and 15 by our Heartland resource.

**ACTION AGENDA ITEMS:**

11. Station 19 (Pepper Drive) – County Fire Chief Tony Mecham addressed the Board on a County Fire Agency Conceptual Regional Plan of Services. Upon a motion by Director Johnston, second by Director Vacio (second withdrawn), second by Director Kiel, and vote (Johnston, Kiel, McMillan and Rickards in favor; Ek, McKenna and Vacio opposed), to decline the recommendation to place a temporary hold on the construction and continue to move forward with the Pepper Drive project, was approved.
10. CAL FIRE Cooperative Agreement Position Adjustments – Fire Chief Howell and Unit Chief Tony Mecham provided brief reports. Upon a motion by Director McMillan, second by Director Kiel, and vote (Kiel, McMillan and Rickards in favor; Ek, Johnston, McKenna and Vacio opposed) to accept the Oversight Committee recommendation, Staff Report Option 2, to reclassify 2 FAE positions to FAE/PM through attrition, Failed.
12. Potential Four-Person Staffing for Truck Company – Fire Chief Howell and Unit Chief Tony Mecham provided brief reports. Director McMillan made and withdrew a motion. By Board consensus, this item was referred to the Finance Committee for further review and their recommendations will be agendized to a future Regular Meeting.
7. Resolution 16-4 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for Fire Protection and Emergency Medical Services (Bostonia Area) for Fiscal Year 2016/2017. Director Johnston made a motion to approve. The motion died due to lack of a second. Upon a motion by Director Kiel, second by Director McMillan, and unanimous vote, to approve Resolution 16-4, with an adjustment to reflect a zero percent increase, was approved.
8. Resolution 16-5 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for the Provision of Advanced Life Support (Paramedic/Firefighter) Engines for Fiscal Year 2016/2017. Upon a motion by Director McMillan, second by Director Kiel, and vote (Ek, Johnston, Kiel, McMillan, Rickards and Vacio in favor; McKenna opposed), to approve Resolution 16-4 with an adjustment to reflect a zero percent increase, was approved.

9. Resolution 16-6 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Tax for Fire Suppression, Protection and Emergency Medical Response Services (Proposition E) for Fiscal Year 2016/2017. Upon a motion by Director McMillan, second by Director Rickards, and unanimous vote, to approve Resolution 16-4, with an adjustment to reflect a zero percent increase, was approved.

**INFORMATIONAL AGENDA ITEMS:**

14. Fire Chief Howell provided an update on the Zone 2 Contract. He noted Mercy Ambulance is no longer interested in staging at Station 23, but will now stage at MVU Headquarters Complex, Station 20.
15. Fire Chief Howell provided an update on the engine purchase. Spartan has sent a letter of apology for their delay, and has moved the San Miguel delivery to the front of the line, and is expected to be delivered and in service in October. He also noted if we had need of a Type I engine, County Fire has agreed to provide one at no charge to the District.
16. Deputy Fire Marshal Morgan reported on six major development projects going on in the District.
17. Director Kiel reported that the Macro Study had been located, and the Micro Study will be made public by Monday, May 16, 2016.
18. Reports:
  - a. Committee Reports: Director Rickards noted both he and Director Ek are unable to attend the CSA-69 meeting tomorrow. Director Johnston offered to attend in his place.  
  
Director Ek reported that a Finance Committee meeting will be scheduled in the next week or so.
  - b. Directors Reports: None.
  - 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 a piece of correspondence had been received by the District.
  - e. Action Plan Recap:
    - Move forward with construction of Station 19 (Pepper Drive).
    - Obtain cell tower health and safety information from Water District reports and research to follow up with safety of cell towers at Stations 18 and 23.

- Finance Committee to look at cell tower contracts and report if they can be terminated.
- Finance Committee to review feasibility of four-person staffing for Truck Company.

## **CLOSED SESSION**

President McKenna adjourned the meeting to Closed Session at 8:39pm.

1. Closed Session – Conference With Labor Negotiators (§54957.6)

Agency Negotiators: Administrative Officer/CFO O'Dell  
Joseph Sanchez, Attorney

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Former Unrepresented Administrative Specialist-Finance of  
District subject to the terms of the Transitional MOU dated  
October 10, 2012

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 10:05pm.

**Next Meeting:** The next meeting of the Board of Directors will be a Special Meeting on Thursday, May 19, 2016, at 10:00am, at District Headquarters.

President McKenna adjourned the meeting at 10:05pm.

Prepared and Submitted by:

*Nancy Roos*

Administrative Assistant  
Board Recording Secretary