

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
July 13, 2016

Minutes

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

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

Board Member Absent: Rickards

Staff Present: Fire Chief Howell, Administrative Officer/CFO O'Dell, Finance Officer Harris, Battalion Chiefs Kiszka and (Ernie) Marugg, 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 Item 15a to after Agenda Item 6, and move Agenda Item 13 to after Agenda Item 8 (1, 2, 3, 4, 5, 6, 15a, 7, 8, 13, 9, 10, 11, 12, 14, 15b-e.)

The Agenda for the Regular Board Meeting of July 13, 2016, was posted at the District Headquarters on Friday, July 8, 2016, at 6:00pm.

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

Public Communications: Local-2881 Representative Patrick Walker addressed the Board under General Comments for Agenda Item 7, and in Opposition to Agenda Item #8.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 5:33pm.

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 6:01pm. She noted direction was given to Staff.

CONSENT AGENDA ITEMS:

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

2. Approve the Minutes: Regular Meeting of June 8, 2016.
3. Approve Board Member Stipend Payments.
4. Approve the weed abatement fixed special assessments (Fire Prevention Services) for fiscal year 2016/2017.
5. Approve the Fire Mitigation Fee Multi-Year Plan.
6. Resolution 16-9 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Identifying Surplus Equipment, Authorizing their Disposal; and, approve leasing of a new copy machine.

ACTION AGENDA ITEMS:

7. Upon a motion by Director Johnston, second by Director Vacio, and vote (Ek, Johnston, McKenna and Vacio in favor; Kiel and McMillan opposed; Rickards absent), the letter to CAL FIRE giving notice to cancel the agreement between San Miguel Consolidated Fire Protection District and CAL FIRE, was approved.

15. Reports:

- a. Committee Reports: Director Johnston reported that the Transitional Ad Hoc Committee met on Saturday at 9am.

8. Director Johnston noted the Transitional Ad Hoc Committee representatives are herself (Chair) and Directors McKenna and Vacio. They discussed or took action on the following topics:

- (1) A letter was drafted to Unit Chief Mecham.
- (2) Discussion was held regarding hiring a Transitional Consultant or Transitional Manager for 1 year, who has a history with San Miguel and Heartland.
- (3) Part of the goals of the Committee is to obtain names and resumes of qualified individuals to fill the Transitional Consultant position.
- (4) The Committee requests approval from the full Board for hiring the Transitional Consultant.

The Transitional Consultant will:

- be the focal point for Board questions;
- handle media inquiries;
- work to lessen the divide between Board members;
- look at the feasibility a January 2017 early termination date, as requested by CAL FIRE;
- be a paid position;
- be able to work efficiently and professionally with surrounding agencies and CAL FIRE;
- assist with the creation of timelines for transition and with the creation of an organizational chart; and
- work with the Committee to create a letter to former San Miguel employees giving them 30 days to respond; create a letter to CAL FIRE employees working in the District asking for their interest in lateral transfers.

By Board consensus, Board members are to provide their input to CFO O'Dell or President McKenna on the Transitional Consultant salary and who the Transitional Consultant should report to.

By Board consensus and availability, a second Regular Meeting will be held July 27, 2016, to continue discussion and take possible action.

By Board consensus, the Transitional Committee will remain Ad Hoc.

INFORMATIONAL AGENDA ITEMS:

9. Significant Events Information Dissemination to Media – President McKenna read portions of an email from East County Magazine editor Miriam Raftery. She noted one of the primary issues is information is not getting out to the public on incidents in the District, and she wants to facilitate some way to help this. Additionally, the website photos need updating. Director Kiel suggested putting the audio recordings of the meetings on the website to alleviate public records requests. President McKenna would like to discuss purchasing a dropbox for downloading audio recordings on to the website. Chief Howell will speak with I/T Stefano Lococo to work on updating the website.
10. Review of updated Micro-Study. Director Kiel asked that this item be Tabled to the next Regular Meeting.
11. Station 19 (Pepper Drive):
 - a. Director Ek noted he and several others met with LAFCO regarding CSA 115. LAFCO has requested that San Miguel meet with Lakeside Fire regarding the 2 stations under construction less than 1 mile from each other in Lakeside, and discuss the possibility of stopping construction at Station 19 (Pepper Drive). Director Ek asked for consensus to meet with Lakeside Fire to discuss regional options. Director Kiel called for a Point of Order – this is an information item. District Counsel Sanchez requests this be an Action Item on the next Regular Meeting agenda.

Director McMillan relayed a statement from Director Rickards, who was not in attendance at this meeting.

District Counsel Sanchez was asked if this is a violation of the Brown Act, since 3 Board Members and Fire Chief Howell were at the LAFCO meeting and prior to the open meeting, Director Rickards discussed this with Director McMillan, making 4 Board Members holding discussion outside and prior to an open meeting. District Counsel Sanchez will take this under advisement if the Brown Act was violated.

President McKenna reported that LAFCO plans to deem the CSA 115 applications Incomplete until San Miguel meets with Lakeside Fire on the proximity of the Lakeside station and the San Miguel station (Pepper Drive).

By Board consensus, this will be agendized as an Action Item for the next Regular Board meeting.

Fire Chief Howell provided a brief update, noting the house is being removed from the property. He also noted he is working on a stormwater issue with the property.

- b. Fire Chief Howell reported no additional costs have been expended on the Pepper Drive Property.
 - c. Fire Chief Howell reported there were 46 calls into CSA 115 in June. Of those 46 calls, 16 were run by E7619 and 30 by other agencies.
12. Fire Chief Howell provided an update on the Zone 2 Contract.
 13. Update on Engine Purchase – Fire Chief Howell asked if Director Vacio would travel with Louis Marro of North County EVS for the pre-paint mid-level inspection. Director Vacio requested the phone numbers of the factory so that he can call to confirm that it is actually at mid-level inspection.
 14. Fire Chief Howell noted there is nothing to report at this time on the Training Facility. By Board consensus, Chief Howell will provide a written report to the Board on the Training Facility.
13. Reports:
 - a. Committee Reports: Director Kiel reported that a CAL FIRE Contract Oversight Committee meeting was held July 7. He noted Force Backs were down to 29 in June. Additionally, he noted there were 10 problems with the RCIP communications server.
 - b. Directors Reports: Director Vacio noted he will be attending the Heartland Commission meeting on July 14.

Director McKenna inquired about the ISO rating. Fire Chief Howell hopes it will drop to a 3 after the inspections and meetings with ISO.
 - c. Monthly Activity Report: Fire Chief Howell tasked Deputy Fire Marshal Morgan with following up on the weed abatement issue at 4133 North Rogers Road, Spring Valley, that was brought to the Board at the last meeting via Public Comment by Ms. Esther Sinclair. Deputy Fire Marshal Morgan provided a detailed report and hand-out to the Board on this property. Through his documentation, along with Fire Prevention Services President Kenny Osborn's files and record-keeping, Ms. Sinclair's complaint is found to be without merit. By Board consensus, Fire Chief Howell and Deputy Fire Marshal Morgan will send correspondence to Ms. Sinclair informing her of the District's findings.
 - d. Correspondence: Fire Chief Howell noted several pieces of correspondence had been received by the District.
 - e. Action Plan Recap:
 - Director Vacio to phone Spartan re mid-level new Engine inspection.
 - I/T Lococo to update website.
 - Administrative Assistant Roos to create and maintain media contact list.

- Unit Chief Mecham to write update on Training Facility.
- Deputy Fire Marshal Morgan and Chief Howell to write Ms. Sinclair.
- Agendize Action Item for San Miguel / Lakeside Fire / LAFCO meetings regarding CSA 115 applications.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, July 27, 2016, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 8:03pm.

Prepared and Submitted by:

Nancy Roos

Administrative Assistant
Board Recording Secretary