

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
March 8, 2017

Minutes

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

Board Members Present: Directors Ek, Kiel, McKenna, Nelson, Raddatz Rickards and Vacio

Board Member Absent: None

Staff Present: Finance Officer Harris, Battalion Chiefs Browne and Hunt and Administrative Assistant Roos

Approval of Agenda: By Board consensus, the Agenda was approved with the following change: move Agenda Item #16 to before Agenda Item #11.

The Agenda for the Regular Board Meeting of March 8, 2017, was posted at the District Headquarters on Friday, March 3, 2017, at 5:00pm.

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

Public Communications: Mike Powell addressed the Board under General Comments.

SPECIAL RECOGNITION

1. Battalion Chief Hunt and the Board of Directors recognized former Chaplain Randy Yenter for his years of service to the San Miguel Fire District.
2. Battalion Chief Browne and the Board of Directors recognized Richard Schott for his life-saving efforts at a recent incident in the District.
3. 2016 Excellence in the Fire Service Award – Battalion Chief Browne and the Board of Directors recognized Firefighter/Paramedic Travis Embleton.

A brief recess for refreshments was held for the Employee of the Year.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 5:53pm.

4. Closed Session – Public Employment pursuant to Government Code Section 54957
Position: Fire Chief
5. Closed Session – Conference With Labor Negotiator (Government Code §54957.6)
Agency Negotiator: Joseph Sanchez
Employee Organization: Unrepresented Employees: Accounting Specialist,
Administrative Assistant, Deputy Fire Marshal, Finance
Officer, Fire Inspector and Logistics Officer

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:37pm.

President McKenna noted unanimous direction was given to Legal Counsel to prepare a transitional fire chief agreement that will be agendized to the next Regular Meeting for discussion and approval.

CONSENT AGENDA ITEMS

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

6. Approve the Minutes: Regular Meeting of February 8, 2017.
7. Approve Board Member Stipend Payments.
8. Approve Resolution 17-2 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District to participate in the San Diego County Fire Mitigation Fee Program.

ACTION AGENDA ITEMS:

9. Damage Claim submitted by Rudy Hermanses, 10339 San Vicente Boulevard, Spring Valley, California 91977. Upon a motion by Director Vacio, second by Director McKenna, and vote (Ek, McKenna, Raddatz, Rickards and Vacio in favor; Kiel and Nelson opposed), to accept the claim in the amount of \$487.97, was amended to accept the claim in the amount of \$487.97 and send a letter of explanation that the concrete water box was not up to code, and the District will not be responsible for any future claims for damage, the amended motion was approved.
10. Transitional Plan – Upon a motion by Director McKenna, second by Director Rickards, and vote (Ek, McKenna, Nelson, Raddatz in favor; Kiel and Rickards opposed), the Transition Plan was conceptually approved, and the Finance Committee was tasked with identifying a funding mechanism to pay for the cost of the requested Transition Team positions.

INFORMATIONAL AGENDA ITEM:

- 16a/b. Battalion Chief Hunt provided an overview of Fire Chief Howell's Staff Report entitled *Written Financial Update and Detailed Briefing on Station 19 (Pepper Drive)*. He also provided an update on expenditures, plans and permits.
- 16c. Battalion Chief Hunt reported there were 33 calls into CSA 115 in February; of those 33 calls, 4 were run by Station 19 from the Clarendon location.

ACTION AGENDA ITEMS:

11. Pepper Drive Fire Station – Upon a motion by Director McKenna, second by Director Ek and vote (Ek, McKenna, Raddatz and Vacio in favor; Kiel, Nelson, Rickards opposed); to revisit the issue of constructing the new Station 19 at 1105 Pepper Drive, was approved.

Upon a motion by Director McKenna, second by Director Ek, and vote (Ek, McKenna, Raddatz and Vacio in favor; Kiel, Nelson, Rickards opposed); to stop all spending, including notifying Hunter Steel Construction (the contractor) to stop all work, including administrative work, and reconsider location options such as: 1) shared facility with Lakeside FPD at 8035 Winter Gardens Boulevard; or 2) building the station along the Bradley Avenue corridor instead of Pepper Drive, was *amended to read*: stop all spending, including notifying Hunter Steel Construction (the contractor) to stop all work, including administrative work, also notify the County to stop the plan check process, and have the written notifications prepared by Legal Counsel, and reconsider location options such as: 1) shared facility with Lakeside FPD at 8035 Winter Gardens Boulevard; or 2) building the station along the Bradley Avenue corridor instead of Pepper Drive, was approved.

Attorney Joseph Sanchez noted serious concerns with losing the Bostonia Benefit Fees if Station 19 moves, and recommends the Board look into this further.

12. Emergency Response to Donovan State Prison – Upon a motion by Director McKenna, second by Director Ek, and vote (Ek, McKenna, Nelson and Raddatz in favor; Kiel, Rickards and Vacio opposed); to notify CAL FIRE to stop San Miguel Fire District responses to Donovan State Prison, was approved.
13. Unserved Islands – A motion by Director Nelson to inform LAFCO the District is not interested in the annexation, died from lack of second. Upon a motion by Director Kiel, second by Director Rickards, to move forward with the annexation, was withdrawn. By Board consensus, this item is Tabled until additional information and clarification can be obtained from Fire Chief Howell.
14. Committee Assignments – Upon a motion by Director McKenna, second by Director Rickards, and unanimous vote, direction is given to change the CSA 115 Committee from the category Participating Agency Representatives to the category Ad Hoc.

15. Training – By unanimous Board consensus, Non Profit Management Solutions was selected to provide Team Building training for \$1,500, on April 28, 2017 at 8:30am.

INFORMATIONAL AGENDA ITEMS:

17. Battalion Chief Browne reported there is no update on the Zone 2 contract.
18. Finance Officer Harris noted the solar installation for Station 15 is complete, as of today. She noted there is a video too large to email. President McKenna asked that it be shown at the April Regular Board Meeting.
19. Director Raddatz reported he attended the HCFA Commission meeting last week. He was able to provide clarification to the Commissioners and answer their questions about the negotiated rate reduction. He noted they unanimously approved the District to move forward with joining HCFA.
20. Finance Officer Harris provided a handout entitled *Cost of Returning Fire Suppression Function 3/8/2017*. She reported the updated cost of \$108,000 for the Transitional Consultant was added to the handout. Director Rickards requested the Finance Committee recommendations on funding the Transition Team positions be included in this document.

21. Reports:

- a. Committee Reports: Director Kiel noted he was unable to meet with the Regional Water Quality Board regarding water runoff off property, in regard to the Training Facility. If the Water Board is less stringent in their regulations, the County may be willing to complete the Training Facility project.

Director Raddatz noted he attended the CSA 69 meeting, where discussion was held related to call volume.

- b. Directors Reports: Director McKenna reported that each Board member individually received a letter in the mail from a CAL FIRE employee. A copy was given to a L-2881 representative, and a copy was left in a fire station.

Director Nelson reported he attended CAL FIRE PIO Kendal Bortisser's retirement dinner.

Director Kiel reported that he is very concerned that money-costing proposals are being put forth and contracts being terminated by this Board; for example, going to HCFA, not pursuing Pepper Drive, getting rid of the cell tower, and terminating the CAL FIRE contract, totaling \$1.4 million.

- c. Chief's/Monthly Activity Report: Battalion Chief Hunt noted CERT personnel were activated during the recent rain storms, where they assisted the community with sand bags at Station 18.
- e. Correspondence: None.
- f. Action Plan Recap:
 - Pay the damage claim & prepare a letter to the property owner.
 - Schedule a Finance Committee meeting.
 - Finalize Board Team Building Training with Non Profit Management Solutions for April 28.
 - District Counsel Sanchez to prepare letters to contractor and County to stop all work on 1105 Pepper Drive.
 - Advise CAL FIRE to stop responses from San Miguel Fire District to Donovan State Prison.
 - Agendize Unserved Islands to April Regular Meeting. Fire Chief Howell to provide additional information.
 - Show solar panel video at April Regular Meeting.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, March 22, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 9:10pm.

Prepared and Submitted by:

Nancy Roos

Administrative Assistant and
Board Recording Secretary