

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
April 12, 2017

Minutes

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

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

Board Member Absent: Rickards

Staff Present: Fire Chief Howell, Transitional Fire Chief Brainard, Deputy Fire Marshal Morgan, Administrative Officer/Finance Officer Harris, and Administrative Assistant Roos

Approval of Agenda: By Board consensus, the Agenda was approved with the following changes: (1) move Agenda Item #2 (Minutes of the March 8, 2017 Meeting) to the Action Agenda; and (2) District Counsel Joseph Sanchez advised the Board on the addition of an Emergency Action Item related to an accident claim that is time-urgent, and thus, necessary to add to this Action Agenda (new Agenda Item #15).

The Agenda for the Regular Board Meeting of April 12, 2017, was posted at the District Headquarters on Friday, April 7, 2017, at 5:00pm.

Pledge of Allegiance: Administrative Assistant Roos led the Pledge of Allegiance.

Public Communications: None.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 5:36pm.

1. Closed Session – Conference With Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Fire Chief Brainard
Joseph Sanchez
Employee Organization: Unrepresented Employees: Accounting Specialist,
Administrative Assistant, Administrative
Officer/Finance Officer, Deputy Fire Marshal, Fire
Inspector and Logistics Officer

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:02pm.

CONSENT AGENDA ITEMS

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

2. Approve the Minutes: Regular Meeting of March 22, 2017
3. Approve Board Member Stipend Payments.

ACTION AGENDA ITEMS:

2. Upon a motion by Director McKenna, second by Director Vacio, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent), the Minutes of the Regular Meeting of March 8, 2017 were approved with the following change: on page 4, Item #21b, paragraph 1, 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.
4. Cell Tower Contracts – Mary Hamilton and a Radio Frequency Specialist from Sprint (cell tower company) addressed the Board regarding the Board-requested cell tower EMF report. She noted Sprint's preference to remain and relocate the cell towers at Fire Station 23. She noted that the County will send notices to all property owners within 300 feet of the relocation site. Upon a motion by Director Kiel, second by Director Vacio, and vote (Ek, Kiel, Nelson, Raddatz and Vacio in favor; McKenna opposed; Rickards absent) to move the cell towers to the farthest location on the Station 23 property, away from the fire station structure, was amended to authorize Sprint to provide a report at a future Board Meeting on how the relocation was accepted or not accepted by surrounding property owners, and return with readings when the cell tower is turned off, for the full Board to reconsider approving the move of the cell towers to the farthest location on the property, away from the Fire Station 23 structure, was approved.
5. Upon a motion by Director Vacio, second by Director McKenna, and vote (Ek, McKenna, Raddatz and Vacio in favor; Kiel and Nelson opposed; Rickards absent), the Amendment to Heartland Communications Facility Authority's (HCFA) Joint Exercise of Powers Agreement Adding San Miguel Fire Protection District as a JPA Member Agency, was approved.
6. Board Member Compensation – Upon a motion by Director McKenna, second by Director Ek, and vote (Ek, McKenna, Raddatz and Vacio in favor; Kiel and Nelson opposed; Rickards absent), to eliminate the Directors' dental benefit and the mobile data benefit, was approved.
7. Public Hearing –2016/2017 Fiscal Year Amended Budget – President McKenna opened the public hearing at 6:49pm to invite comments and questions from the audience.

President McKenna noted no public comment was forthcoming, and closed the public hearing at 6:50pm. Upon a motion by Director McKenna, second by Director Raddatz, and vote (Ek, McKenna, Raddatz and Vacio in favor; Kiel and Nelson opposed; Rickards absent), recommendation to adopt the 2016/2017 Fiscal Year Amended Budget, was approved.

8. District Name and Branding Update – Transitional Fire Chief Brainard distributed an image of a proposed new logo that will read “San Miguel Fire & Rescue,” and noted there is no changes proposed to the legal name of the San Miguel Consolidated Fire Protection District. The new branding will be on District letterhead, business cards, uniforms, engine branding and badges. Upon a motion by Director Nelson, second by Director Raddatz, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent), the new logo and branding was approved.
15. Damage Claim – Upon a motion by Director McKenna, second by Director Vacio, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent) the damage claim recently submitted by Marisela Moran, 533 East 4th Street, National City, California 91950, for a minor vehicle accident occurring January 17, 2017, was rejected.

INFORMATIONAL AGENDA ITEMS:

- 9a/b. Fire Chief Howell provided a handout to the Board on the Pepper Drive Site Plan approval. He provided a document to President McKenna to get her notarized signature on, and that once he has that, he will make sure it is hand-delivered to the County Planning & Development Department.

Transitional Fire Chief Brainard reported he met with Lakeside Fire Chief Don Butz, and will report on that meeting at a future Board meeting.

- 9c. Fire Chief Howell reported there were 41 calls into CSA 115 in March; of those 41 calls, 8 were run by Station 19 from the Clarendon location.
10. Transitional Fire Chief Brainard reported AMR is experiencing difficulty obtaining Paramedics for all their ambulances. They have recently changed staffing from having two Paramedics on an ambulance, to having one Paramedic and one EMT.
11. Director Kiel requested the Training Facility be placed on the Action Agenda at the next meeting. He reported he spoke to the Regional Water Quality Board. He then spoke with Chief Tony Mecham, who expressed interest in continuing the Training Facility project through the County Fire Authority, if the District is willing to turn it over to them.
12. Transitional Chief Brainard provided 2 handouts regarding an update on CSA 115. He discussed the LAFCO map handout, and informed the Board that LAFCO requests the Board advise if they accept the amounts listed in the Chief’s Report handout.

13. Finance Officer Harris provided a report on the handout entitled *Cost of Returning Fire Suppression Function 4/12/2017*.
14. Reports:
 - a. Committee Reports: Director Vacio noted he will be attending a Heartland meeting tomorrow.
 - b. Directors Reports: None.
 - c. Chief's/Monthly Activity Report: Fire Chief Howell noted there is nothing additional to add to the written report.
 - d. Transitional Fire Chief Report: Transitional Fire Chief Brainard reported the District is on-schedule with the transition. Training starts June 16, and July 11 is the graduation.
 - e. Correspondence: None.
 - f. Action Plan Recap:
 - Agendize to the May Regular meeting the Training Facility, as requested by Director Kiel.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, April 26, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 8:14pm.

Prepared and Submitted by:

Nancy Roos

Administrative Assistant and
Board Recording Secretary