

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
May 10, 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: Transitional Fire Chief Brainard, Battalion Chief Jim Marugg, 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: move Agenda Items #2, #3, #4, #5, #6, #7 and #8 to the Action Agenda.

The Agenda for the Regular Board Meeting of May 10, 2017, was posted at the District Headquarters on Friday, May 5, 2017, at 5:00pm.

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

Public Communications: District property owner Joyce Peterson addressed the Board regarding Agenda Item #7, under General Comments.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 5:35pm.

1. Closed Session – Conference with Legal Counsel – Potential Litigation
(Subdivision (b) of Section 54956.9 of the Government Code)
Number of cases: 1

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 Vacio, and unanimous vote, the Consent Agenda was approved.

2. Approve the Minutes: Regular Meeting of April 12, 2017
3. Approve Board Member Stipend Payments.
9. Receive and File Quarterly Investment Report in Accordance with California Government Code.
10. Credit Card Expenditures Review – The Board of Directors will review credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.

ACTION AGENDA ITEMS:

4. Resolution 17-3 – 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 2017/2018. Upon a motion by Director Kiel, second by Director Rickards, and unanimous vote, Resolution 17-3 was approved.
5. Resolution 17-4 – 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 2017/2018. Upon a motion by Director Raddatz, second by Director Vacio, and vote (Ek, McKenna, Nelson, Raddatz, Vacio in favor; Kiel and Rickards opposed), Resolution 17-4 was approved.
6. Resolution 17-5 – 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 2017/2018. Upon a motion by Director Vacio, second by Director Ek, and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor; Kiel opposed), Resolution 17-5 was approved.
7. Resolution 17-6 – 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 2017/2018. Upon a motion by Director Vacio, second by Director Raddatz, and vote (Ek, McKenna, Nelson, Raddatz and Vacio in favor; Kiel and Rickards opposed), Resolution 17-6 was approved.
8. Resolution 17-7 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Designating Volunteer Workers as “Employees” for the Purpose of Workers Compensation Coverage and Providing Workers Compensation for Volunteer Workers. Upon a motion by Director Nelson, second by Director Rickards, and unanimous vote, Resolution 17-7 was approved.

11. Regional Training Facility – The Training Facility Ad Hoc Committee provided a status update. By Board consensus, direction was given to Staff investigate the feasibility of transferring the Training Facility to the County of San Diego, and schedule a meeting with Otay Water District regarding the requests their recent letter, including Certificates of Insurance and any other requirements noted, then schedule additional meetings with both Otay Water District and the County of San Diego to create and implement an agreement for the transfer. Additionally, Transitional Fire Chief Brainard was directed to obtain Certificates of Insurance by or before May 15, 2017, as outlined in the Otay Water District letter. Also by Board consensus, the Ad Hoc Training Facility Committee has been dissolved.

INFORMATIONAL AGENDA ITEMS:

- 12a. Transitional Fire Chief Brainard noted work has been stopped at Pepper Drive, and the site plan has been approved. Direction was given to Transitional Fire Chief Brainard to find out how long the approved site plan is good for.

Transitional Fire Chief Brainard reported he met with Lakeside Fire Chief Don Butz regarding a dual application with LAFCO. He also noted discussions have been held with a property owner in the Bostonia area, and will bring back options to the Board at a future meeting.

- 12b. Transitional Fire Chief Brainard noted there are no changes to report.
- 12c. Transitional Fire Chief Brainard reported there were 31 calls into CSA 115 in April; of those 31 calls, 8 were run by Station 19 from the Clarendon location.
13. Transitional Fire Chief Brainard reported LAFCO Commission will meet June 5 to discuss CSA 115, and they will be releasing a report on the topic this Friday.
14. Board Workshop – Administrative Officer/Finance Officer Harris reported all Board members had been contacted and relayed that their schedules are open on June 9. The Board was reminded the Workshop will begin at 8:30am.
15. Reports:
 - a. Committee Reports: Director Vacio noted he attended a HTF meeting, and will be attending a CSA 69 meeting tomorrow.
 - b. Directors Reports: President McKenna reminded Board members that if they are unwilling or unable to be on the Board, they can step down.

Director Kiel distributed an email printout to the Board. After discussion with District Counsel Tyree Dorward, the email was immediately collected because it was attorney-client privileged. At District Counsel's recommendation, a Closed Session should be added to the next meeting agenda to discuss this topic.

- c. Chief's/Monthly Activity Report: Transitional Fire Chief Brainard 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 or ahead of deadlines with the transition.

He welcomed Battalion Chief Jim Marugg to San Miguel, and noted 4 more people will be joining soon.

- e. Correspondence: Transitional Fire Chief Brainard noted several pieces of correspondence had been received by the District.
- f. Action Plan Recap:
 - Agendize to the June Regular meeting a Closed Session item related to attorney-client privileged documents.
 - Transitional Fire Chief Brainard to meet with Otay Water District and the County regarding the Training Facility and the letter received from Otay.
 - Obtain Certificates of Insurance for the Training Facility.
 - Transitional Fire Chief Brainard to find out how long the Pepper Drive site plan is good for.
 - Distribute map showing location of fire stations.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, May 24, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 7:32pm.

Prepared and Submitted by:

Nancy Roos

Administrative Assistant and
Board Recording Secretary