

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
June 14, 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 Chiefs Brainard and Howell; Battalion Chiefs Browning, Fuller, Hunt, Lawler, and (Jim) Marugg, Captain Blunt; 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 change: move Agenda Item #7 to the Action Agenda.

Director Nelson reported at the last meeting, he had requested an agenda item regarding resuming construction activities at Pepper Drive, and requested again that it be placed as an action item on the next agenda.

The Agenda for the Regular Board Meeting of June 14, 2017, was posted at the District Headquarters on Friday, June 9, 2017, at 6:00pm.

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

Public Communications: District resident Victor Mosso addressed the Board regarding Agenda Item #4, under General Comments.

CLOSED SESSION

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

1. Closed Session – Conference With Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Fire Chief Brainard
Joseph Sanchez
Employee Organization: Unrepresented Employees: Suppression Personnel

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:00pm.

CONSENT AGENDA ITEMS

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

2. Approved the Minutes of the Regular Meeting of May 10, 2017.
3. Approved Board Member Stipend Payments.
4. Received and Filed the 2016 Audit Report in Accordance With the California Government Code.
5. Adopted the 2017/2018 Preliminary Budget.
6. Approved Resolution 17-8 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Identifying the Terms and Conditions for Fire Department Response Away From Their Official Duty Station and Assigned to an Emergency Incident.
8. Approved Resolution 17-10 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Establishing the Limit for Appropriations of Proceeds of Tax Subject to Limitation for Fiscal Year 2017/2018.
9. Approved Resolution 17-11 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Authorizing Staff to Acquire State/Federal Surplus Property from the State of California.

ACTION AGENDA ITEMS:

7. Resolution 17-9 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Requesting a Temporary Transfer of Funds From the County Treasurer, County of San Diego, for Fiscal Year 2017/2018. Upon a motion by Director McKenna, second by Director Raddatz, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent), Resolution 17-9 was approved.
10. Upon a motion by Director McKenna, second by Director Ek, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent), to pay \$209,868 from the Unanticipated Budget Safeguard to purchase transitional items such as pre-employment physicals, background checks, personal protective equipment (PPE), and decals, to be taken out of the 2016/17 Fiscal Year Contingency Reserve Fund, was approved.
11. Upon a motion by Director Kiel, second by Director Vacio, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent), to make a CalPERS Lump Sum Payment instead of Monthly Payments, was approved.

12. Upon a motion by Director McKenna, second by Director Ek, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Rickards absent), to authorize to pay line item 51, page 12 of the Preliminary Budget for \$14,500, prior to the adoption of the Final Budget, was approved.
13. Appointment of Agency Representative – By nomination and Board roll call majority vote, Director Vacio will be the Primary member and Director Kiel will be the Alternate member on the Heartland Communication Fire Authority Commission (HCFA).

INFORMATIONAL AGENDA ITEMS:

- 14a. Fire Chief Brainard introduced Battalion Chiefs Gehrig Browning, Justin Fuller, Andy Lawler and Captain Roddey Blunt, who have assumed their roles with San Miguel Fire & Rescue, to assist with the upcoming fire academy and other transitional responsibilities.
- 14b. Fire Chief Brainard invited the Board to attend a 15-minute introduction to the fire academy participants on the first day of the academy at 1300 hours.

Battalion Chief Fuller provided an overview of the academy. He invited the Board to attend an introduction to meet the Engineers and Captains on June 28.

15. Fire Chief Brainard reported LAFCO supports the possibility of purchasing a property in the 700 block of East Bradley for a fire station location. He noted there is another possibility as well. District Counsel suggested a Closed Session regarding a proposal for a lease (real property) be added to the next Regular Board Meeting Agenda. By Board consensus, direction was given to Fire Chief Brainard to obtain a free proposal from ECP on these properties to bring back to the Board at the next Regular Board Meeting.
16. Reports:
 - a. Committee Reports: None.
 - b. Directors Reports: Director Nelson reported that all Board members attended a day-long Special Board Meeting which included team building training and mandatory ethics training on June 9.
 - c. Chief's Report/Monthly Activity Report: Fire Chief Brainard noted the site plan for the Pepper Drive property is good for 2 years, and can be renewed.

Fire Chief Brainard reported he met with representatives from Otay Water District and with CAL FIRE Unit Chief Tony Mecham, who would like to assume the agreement with Otay Water regarding the Training Facility, and the transfer is anticipated to be complete by the end of 2017.

Fire Chief Brainard noted that since July 4th falls on a Tuesday this year, that he is asking office personnel if they want to use a day of Leave on Monday, and if so, the offices will be closed.

- d. Transitional Fire Chief Report: By Board consensus, Item #d will be removed from future agendas.
- e. Correspondence: Fire Chief Brainard asked that correspondence be provided to him in advance. He will report on the May correspondence at the next Regular Board Meeting.
- f. Action Plan Recap:
 - Agendize to the next Regular meeting a Closed Session item related to real property.
 - Agendize to the next Regular meeting an Open Session item related to proposals regarding real property.
 - Agendize to the next Regular meeting an Open Session item related to re-starting construction at the Pepper Drive property.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, June 28, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 7:03pm.

Prepared and Submitted by:

Nancy Roos

Administrative Assistant and
Board Recording Secretary