

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

***Minutes***

President McKenna called the meeting to order at 5:31pm.

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

Board Member Absent: Ek and Rickards

Staff Present: Fire Chief Brainard; Battalion Chiefs Browning, Lawler, and 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 #4 and #6 to the Action Agenda, and move Agenda Item 11c to before the Consent Agenda.

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

**Pledge of Allegiance:** Fire Chief Brainard led the Pledge of Allegiance.

**Public Communications:** District residents Kandhy Franklin and Kathy Fiedor addressed the Board under General Comments.

Prior to the Closed Session, the Board held an open and public session to identify its negotiators, the real property which the negotiations may concern, and the persons with whom its negotiators may negotiate regarding item. Identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is property owner Trevor Jenson, and Under Negotiation is the price and terms of payment.

**CLOSED SESSION**

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

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, Logistics Officer
2. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)  
Property APN 387-142-36-00  
Agency Negotiator: Fire Chief Brainard  
Negotiation Parties: Trevor Jenson  
Under Negotiation: Price and Terms of Payment
3. Closed Session-Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9: 1 case.

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:32pm, and noted direction was given to the Agency Negotiator to negotiate terms.

### **INFORMATIONAL AGENDA ITEM**

- 11c. Fire Chief Brainard presented badges to Captains Read Clark, Kurt Fryling and Brad Rodeheaver, Engineers Jeff Hofmann and Mike Shandley, and Firefighter/Paramedic Mike McKinley. A brief recess was held for refreshments.

Fire Chief Brainard reported he was notified by Zone Chiefs that agency representatives were being sent to fires in our District, and that practice has stopped as of the return to a stand-alone District at 0800 hours today.

Fire Chief Brainard noted fire station inventories were completed by CAL FIRE and San Miguel personnel during the past week.

Also reported was that all computers are being wiped of any proprietary CAL FIRE items by CAL FIRE I/T personnel, and Excedeo, the District's I/T provider, is reconfiguring each computer.

Security at all Stations and at CAL FIRE has been changed as of today. Headquarters will have a new pass card and key fob system installed tomorrow.

### **CONSENT AGENDA ITEMS**

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

5. Approve Board Member Stipend Payments.
7. Approve the Fire Mitigation Fee Multi-Year Plan.

### **ACTION AGENDA ITEMS:**

4. Upon a motion by Director Nelson, second by Director McKenna, and vote (Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Ek and Rickards absent), the Minutes of the Special Meeting of June 9, 2017, were approved.

Upon a motion by Director McKenna, second by Director Raddatz, and vote (Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Ek and Rickards absent), the Minutes of the Regular Meeting of June 14, 2017, were approved with the following correction: change Item #12 to read: Upon a motion ... authorization to pay line item 51, page 12 of the Preliminary Budget for \$14,500, prior to the adoption of the Final Budget, was approved.

6. Upon a motion by Director Kiel, second by Director Raddatz, and vote (Kiel, McKenna, Nelson, Raddatz and Vacio in favor; Ek and Rickards absent), the weed abatement fixed special assessments (Fire Prevention Services) for fiscal year 2016/2017, with the deletion of Assessor Parcel Number 484-212-24-00, were approved.
8. Station 19 (Pepper Drive) – By Board consensus, this item was Tabled to the first Regular Meeting in August.

### **INFORMATIONAL AGENDA ITEMS:**

9. Transition Update. Fire Chief Brainard reported the transition is complete, and next month Administrative Officer / Finance Officer Harris will provide the transition costs. San Miguel Fire & Rescue is providing service as a stand-alone fire district as of 0800 hours today.
10. CSA 115 Update. Fire Chief Brainard noted he attended the July 10 LAFCO meeting. There were 8 items noted in a LAFCO report, and San Miguel with Lakeside Fire will be working together on the response to these items. It was recommended that CSA 115 be dispatched by Heartland Dispatch for consistency. Additionally, the Board of Chiefs will be responding to a letter that was received from CAL FIRE Unit Chief Tony Mecham. He reported discussion was held about having County Fire Authority respond to CSA 115 and CSA 135.

Fire Chief Brainard also reported LAFCO is in favor of the 700 E. Bradley Avenue, El Cajon, location for Station 19, as it would place the station inside the San Miguel District boundaries.

11. Reports:

- a. Committee Reports: None.
- b. Directors Reports: Director McKenna noted she attended the LAFCO meeting on July 10.

Director Nelson reported he observed portions of the Fire Academy.

- d. Correspondence: Fire Chief Brainard noted he received correspondence from CAL FIRE Unit Chief Tony Mecham, addressed to himself and the Board of Directors, inquiring about damaged PPE and about how many shifts a CAL FIRE employee had worked, which were mentioned in a recent Finance Committee meeting. The Board requested copies of the letter, as not all of them received a copy.
- e. Action Plan Recap:
  - Staff to look at options on where to direct the monies received from weed abatement assessments.
  - Provide copies to Board members of CAL FIRE Unit Chief Tony Mecham's letter.
  - Agendize to the first Regular meeting in August an Open Session item related to re-starting construction at the Pepper Drive property (Tabled at this meeting).

**CLOSED SESSION**

President McKenna adjourned the meeting to Closed Session at 7:56pm.

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  
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3. Closed Session-Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9: 1 case.

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 8:41pm, and noted direction was given to District Legal Counsel.

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

President McKenna adjourned the meeting at 8:41pm.

Prepared and Submitted by:

*Nancy Roos*

Administrative Assistant and  
Board Recording Secretary