

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
August 9, 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: Fire Chief Brainard; Battalion Chiefs Lawler, and Marugg, Fire Inspector Moran and Administrative Assistant Roos

Approval of Agenda: By Board consensus, the Agenda was approved with the following changes: move Agenda Item #8 to the Action Agenda, and reconvene to Closed Session prior to Agenda Items #9 and #12e.

The Agenda for the Regular Board Meeting of August 9, 2017, was posted at the District Headquarters on Friday, August 4, 2017, at 5:00pm.

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

Public Communications: District resident and employee Kurt Fryling addressed the Board under General Comments. He reported he was elected as President of the newly-formed employee association, Ron Quinlan is Vice President, Treasurer is Tobin Riley, and Secretary is Jon Hamblin. Mike Powell has been hired as the association's labor representative. He invited Board Members to contact him. He also requested that the employee association be re-added to the Reports section of the Agenda, so that he can provide a monthly report to the Board on association activities. Because the association's goal is to increase community involvement, he reported that the association will be holding a pancake breakfast at each fire station during the months ahead.

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 #1. 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. Regarding Item #2, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is Shlemon Warduni, and Under Negotiation is the price and terms of payment.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 5:43pm.

1. 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
2. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)
Property: APN 388-202-24-00
Agency Negotiator: Fire Chief Brainard
Negotiation Parties: Shlemon Warduni
Under Negotiation: Price and Terms of Payment
3. Closed Session – Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9: 2 cases.

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:01pm, and reported the Board would be returning to Closed Session later during the meeting.

CONSENT AGENDA ITEMS

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

4. Approve the Minutes: Regular Meeting of July 12, 2017
Special Meeting of July 25, 2017
5. Approve Board Member Stipend Payments.
6. Receive and File Quarterly Investment Report in Accordance with California Government Code.
7. Credit Card Expenditures Review – The Board of Directors will review credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.

INFORMATIONAL AGENDA ITEMS:

9. Transition Update – By Board consensus, this item was Tabled to the September meeting.
10. CSA 115 Update – Fire Chief Brainard noted there is nothing new to report.

11. Reports:

- a. Committee Reports: Director Ek noted he attended the HCFA meeting for Directors Vacio and Kiel, who were unable to attend. HCFA relayed they were happy to have San Miguel Fire return to the communications center.

Director Raddatz reported the Policy and Procedure Manual and the Director's Policy Manual will be brought forward to the Board soon. By Board consensus, approval was given for Director Raddatz to do the Chief's portion of the Policy and Procedure Manual.

Director Raddatz also reported a Finance Committee meeting will be scheduled for later this month.

- b. Directors Reports: Director Nelson noted he met with Kurt Fryling regarding a labor situation.

Director McKenna reported she attended a LAFCO meeting last Wednesday, and the San Miguel CSA 115 Committee received a plaque from LAFCO.

- c. Chief's Report / Monthly Activity Report: Fire Chief Brainard reported he attended the recent LAFCO meeting, and LAFCO announced they will have a new leader, from Marin County.

Fire Chief Brainard reported a firefighter from another jurisdiction, Brent Witham, died while on duty, and requested this meeting be closed with a moment of silence in his honor.

Fire Chief Brainard asked Engineer Eric Hille to step forward. He displayed a special flag that Engineer Hille has designed for use on fire engines that has LED lights that light the flag at night.

Fire Chief Brainard reported the two new Spartan engines have had some issues. He noted the repair facility for Spartan warranty repairs are more than 100 miles from Spring Valley, so he is investigating how to obtain certification for North County EVS to become an authorized repair location for Spartan. Director Rickards requested the repair/modification costs for the Spartan issues be reported to the Board. Director Kiel requested Louis Marro of North County EVS be involved in any needed Spartan repairs.

Fire Chief Brainard announced he was recently informed that American Medical Response (AMR) has been sold. The new company is KKR Financial Holdings, and had been assured there will be no change in services.

- d. Correspondence: None.

CLOSED SESSION

President McKenna adjourned the meeting to Closed Session at 6:36pm.

1. 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
2. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)
Property: APN 388-202-24-00
Agency Negotiator: Fire Chief Brainard
Negotiation Parties: Shlemon Warduni
Under Negotiation: Price and Terms of Payment
3. Closed Session – Conference with Legal Counsel-Anticipated Litigation (Government Code §54956.9: 2 cases.

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 8:13pm, and noted direction was given to Staff.

ACTION AGENDA ITEMS

8. Resolution 17-13 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Adopting a Revised Salary Schedule – Upon a motion by Director McKenna, second by Director Raddatz and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor; Kiel opposed), Resolution 17-13 was adopted.
9. Station Relocation Consultant: Upon a motion by Director McKenna, second by Director Raddatz, and unanimous vote, to direct the Fire Chief to hire an experienced hourly consultant at \$50 an hour not to exceed \$12,000, to plan, direct and oversee the due diligence processes and respective timelines, and make recommendations back to the Board on options for the relocation of Station 19, was approved.

INFORMATIONAL AGENDA ITEMS (continued)

11. Reports:
 - e. Action Plan Recap:
 - Director Raddatz to schedule a Finance Committee meeting for later this month.
 - Agendize Fire Prevention to provide an informational update on the District's social media accounts.
 - Agendize Transition Cost Update to September Regular meeting.
 - Add Firefighters Association to Reports on the Informational Agenda.

Next Meeting: The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, August 23, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 8:14pm, with a moment of silence in remembrance of fallen firefighter Brent Witham.

Prepared and Submitted by:

Narcy Roos

Administrative Assistant and
Board Recording Secretary