

***San Miguel Consolidated Fire Protection District***  
**Regular Meeting of the Board of Directors**  
**November 8, 2017**

***Minutes***

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

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

Board Member Absent: Director Vacio

Staff Present: Fire Chief Brainard; Deputy Chief Marugg; Administrative Officer/Finance Officer Harris; Administrative Assistant Roos; Firefighter/Fire Inspector Stephen Moran

**Approval of Agenda:** By Board consensus, the Agenda was approved with the following changes: Agenda Item #2: replace name under Negotiation Parties from Shlemon Warduni to Bishop Mar Emanuel Shaleta; Agenda Item #7: move from Consent to Action.

The Agenda for the Regular Meeting of November 8, 2017, was posted at the District Headquarters on Friday, November 3, 2017, at 5:00pm.

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

**Public Communications:** San Diego LAFCO Executive Officer Keene Simonds 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 #1, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is Scott Brown, and Under Negotiation is the price and terms of payment. Regarding Item #2, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is Bishop Mar Emanuel Shaleta, and Under Negotiation is the price and terms of payment. Regarding Item #3, identified as Agency Negotiator is Fire Chief Brainard, Negotiation Party is McKee Properties.

## **CLOSED SESSION**

President McKenna adjourned the meeting to Closed Session at 5:37pm.

1. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)  
Property: APN 388-202-24-00, 1105 Pepper Drive  
Agency Negotiator: Fire Chief Brainard  
Negotiation Parties: Scott Brown  
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, 1105 Pepper Drive  
Agency Negotiator: Fire Chief Brainard  
Negotiation Parties: Bishop Mar Emanuel Shaleta  
Under Negotiation: Price and Terms of Payment
3. Closed Session – Conference With Real Property Negotiator (Government Code §54956.8)  
Property: APN 388-291-24-00, 703-735 E. Bradley Avenue  
Agency Negotiator: Fire Chief Brainard  
Negotiation Parties: McKee Properties  
Under Negotiation: Price and Terms of Payment

Reconvene to Open Session: President McKenna reconvened the meeting to Open Session at 6:30pm, and reported the Board approved the sale of the property located at APN 388-202-24-00, 1105 Pepper Drive, El Cajon. The purchase price for the property is \$200,000. The purchasing party is the Chaldean Catholic Diocese of St. Peter the Apostle. The District shall not be responsible for any broker fees or commissions. This motion was approved with Directors Ek, McKenna, Nelson, Rickards and Raddatz in favor; Director Kiel opposed; Director Vacio absent.

## **ACTION AGENDA ITEM**

7. Credit Card Expenditures Review – Upon a motion by Director McKenna, second by Director Raddatz, and vote (Ek, Kiel, McKenna, Nelson, Raddatz and Rickards in favor; Vacio absent), the expenditures of the Fire Chief and Administrative Officer/Finance Officer were approved.

## **CONSENT AGENDA ITEMS**

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

4. Approve the Minutes: Regular Meeting of October 11, 2017  
Special Meeting of October 20, 2017

5. Approve Board Member Stipend Payments.
6. Receive and File Quarterly Investment Report in Accordance with California Government Code.

**INFORMATIONAL AGENDA ITEMS:**

8. CSA 115/LAFCO Application Update. Chief Brainard provided an update on the LAFCO application.
9. Reports:
  - a. Committee Reports: None.
  - b. Directors Reports: President McKenna reported she attended the multi-company drill held at Valhalla High School.

President McKenna noted she attended 2 sessions of the District's CERT Academy.

President McKenna reported she participated in a BB&K webinar regarding OPEB. She requests a 1-hour presentation be provided by BB&K to the full Board at a future Regular or Special Meeting.

Director Nelson noted he spoke with members of the Lakeside Planning Commission.

- c. Monthly Activity Report: Fire Chief Brainard reported that CAL FIRE Captain Ryan Mitchell passed away 2 days ago. Flags will remain at half-mast until his funeral.

Fire Chief Brainard noted he distributed to the Board and employees an Office of the Chief memo regarding exceptional service provided by District crews.

Fire Chief Brainard also reported that Channel 10 News is filming a segment on fire safety, utilizing San Miguel personnel. He commended Firefighter/Fire Inspector Stephen Moran for the fantastic job of staying connected with our media partners.

Fire Chief Brainard noted there was recent Rapid Intervention Crew (RIC) training.

He also noted that he met with Supervisor Dianne Jacob regarding the homeless camps in the District and the County.

He also mentioned the San Miguel Apparatus Committee has been meeting to design specs for new Type I engines.

Fire Chief Brainard distributed dispatch data to the Board for in-District responses, and informed the Board he will be providing quarterly reports in the future.

Fire Chief Brainard reported that Deputy Chief Marugg was selected to participate Fire Service Executive Development Institute for a year-long course, paid entirely by Motorola.

- d. Association of San Miguel Firefighters Communications: Treasurer Tobin Riley provided an update on several activities that the Association is involved in. He thanked the Chief for his kind words regarding the loss of Captain Ryan Mitchell. He also thanked Administrative Assistant Nancy Roos for her years of service, and noted the Association members appreciate her.
- e. Correspondence: None.
- f. Action Plan Recap:
  - Agendize to a future meeting a 1-hour presentation by BB&K on OPEB, scheduling a Special Meeting, if necessary.
  - Fire Chief Brainard to provide quarterly reports on in-District responses.

**Next Meeting:** The next meeting of the Board of Directors will be a Regular Meeting on Wednesday, December 13, 2017, at 5:30pm, at District Headquarters.

President McKenna adjourned the meeting at 7:01pm.

Prepared and Submitted by:

*Nancy Roos*

Nancy Roos  
Administrative Assistant and  
Board Recording Secretary