

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
January 9, 2019**

*Minutes*

President Raddatz called the meeting to order at 5:35 pm.

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

Board Members Absent: None

Staff Present: Fire Chief Brainard, Deputy Chief Marugg, Battalion Chief Floyd, Deputy Fire Marshal Grimes, Fire Inspectors Robinson and Gloria, Administrative Officer/Finance Officer Harris and Administrative Assistant Rians

Approval of Agenda: By Board consensus, the Agenda was approved.

The Agenda for the Regular Meeting of January 9, 2019 was posted at District Headquarters on Friday, January 4, 2019, at 5:00 pm.

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

Public Communications: Resident Cynthia Bonsignore spoke about a recent encounter with a fire sprinkler contractor and made a suggestion that the District verify homeowner approval on plans before performing plan checks.

Resident Michael Bryant commended a Fire Inspector for identifying an issue that likely prevented a large fire. He also urged the Board to re-visit their contract with Fire Prevention Services as it pertains to weed abatement, and he asked the Board to keep the District's best interest in mind when voting on Agenda Item #3 (the purchase of a new Truck).

**CONSENT AGENDA ITEMS**

Upon a motion by Director Kiel, second by Director Rickards, and vote (Unanimously in favor), the Consent Agenda was approved.

1. Approve the Minutes: Regular Meeting of December 12, 2018.
2. Approve Board Member Stipend Payments.

## **ACTION AGENDA ITEMS**

1. Purchase of Replacement Truck – The Board of Directors may take action to approve the purchase of a replacement truck through the HGAC Contract.

Chief Brainard shared that Truck 15 has been in the shop for about a month and likely will not be in service for at least another week. Due to the current truck's age, we are seeing more frequent "out of service" times. The Truck Committee has devoted a lot of time to the specifications for the new truck and ensuring the needs of the District are met while staying under the designated budget of \$1.4 million. Chief Brainard also shared how Truck Company duties differ from Engine Company duties and why he feels it is vital that San Miguel continue to have a Truck among our front line apparatus.

Upon a motion by Director Nelson, second by Director McKenna, and vote (Unanimously in favor), the purchase of a new Truck was approved.

2. Board Commissions/Committees Representation – The Board President will appoint representatives to various committees and the Board will nominate and select representatives to serve on various participating agencies and commissions.

Commissions/Committees appointments are as follows:

Heartland Training Facility	–	Director Kiel (Ek, alternate)
Heartland Communications	–	Director Vacio (Nelson, alternate)
CSDA, San Diego Chapter	–	Director Raddatz
CSA 69	–	Director Rickards (Kiel, alternate)
Finance	–	Directors McKenna, Nelson, Raddatz (Ek, alternate)
FAIRA Representative	–	Fire Chief, Alternate – AO/FO Harris
PASIS Representative	–	AO/FO Harris, Alternate – Fire Chief

Upon a motion by Director Vacio, second by Director Ek, and vote (Unanimously in favor), the Commissions/Committees appointments were approved.

## **INFORMATIONAL AGENDA ITEMS**

3. Board Member Compensation – The Board of Directors will discuss and may take action on this topic (Requested by Director Raddatz).

The Finance Committee will bring a recommendation forward for this item at a future meeting.

4. Fire Prevention Project and Fee update.

Deputy Fire Marshal Grimes introduced Fire Inspectors Robinson and Gloria and presented about upcoming construction projects and potential revenue for the District. Director Kiel asked if Fire Prevention was generating a profit or not – the Finance Committee will review and bring back those figures at a future meeting.

5. Reports

a. Committee Reports

Director Rickards brought up that there may be some paperwork involved for certain Committee changes.

b. Directors' Reports

Director Ek commended crews for their work on Station 22's landscaping.

Director Raddatz advised the Board that he deemed the Board Policy Manual revisions as non-urgent so District staff can focus on important year-end projects. Changes will be made and presented once complete.

c. Chief's Report / Monthly Activity Report

Chief Brainard shared that two retirees have passed away – Captain Bobby Bilyeu (retired 1991, passed away 12/6/18) and Battalion Chief Howard Lawton (retired 1987, passed away 1/2/19). After Chief Brainard concluded his report, Director Nelson requested a moment of silence.

Chief Brainard spoke about behavioral wellness efforts, shared that our last fee schedule adjustment took place in 2006, and provided a handout of response time data.

d. Association of San Miguel Firefighters Communications

None.

e. Correspondence

Chief Brainard shared that the Association of San Miguel Firefighters had a successful toy drive and wanted to thank everyone for their support.

f. Action Plan Recap

Finance Committee to review Agenda Item #3 and bring back a recommendation regarding Board Member compensation.

Finance Committee to bring back information regarding revenue generated by Fire Prevention.

President Raddatz adjourned the meeting to Closed Session at 7:36 pm.

**CLOSED SESSION**

**6. Closed Session – Conference with Legal Counsel – Anticipated Litigation**

Significant Exposure to Litigation Pursuant to Paragraph (2) of Subdivision (d) of Section 54956.9: No. of cases: 1

Reconvene to Open Session: President Raddatz reconvened the meeting to Open Session at 8:19 pm, and reported no action taken during Closed Session.

**Next Meeting** – Regular Meeting, February 13, 2019, 5:30 pm, District Headquarters.

President Raddatz adjourned the meeting at 8:19 pm.

Prepared and Submitted by:

*Shayna Rians*

Shayna Rians

Administrative Assistant

Board Recording Secretary