

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
Wednesday, August 11, 2021, 5:30 pm**

MINUTES

President McKenna called the meeting to order at 5:34 pm.

BOARD MEMBERS PRESENT Directors McKenna, Muns, Nelson, Pierce, Raddatz, and Robles

BOARD MEMBERS ABSENT Director Ek

STAFF PRESENT Fire Chief Brainard, 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 August 11, 2021, was posted at District Headquarters on Friday, August 6, 2021, at 5:00 pm.

Soon-to-be Director Harry Muns led the Pledge of Allegiance.

PUBLIC COMMENT

None

SWEARING IN CEREMONY, SUPERVISOR JOEL ANDERSON

New Directors Harry Muns (Division 3/At Large) and Christopher Pierce (Division 4/By Division)

END OF THE YEAR DISTRICT UPDATE

The Fire Chief provided an End of Year District Update which covered Department Performance Measures, a 3-year Work Plan, Fiscal Planning, Succession Planning, and Strategic Planning. The Chief's PowerPoint presentation is available for anyone interested.

CONSENT AGENDA ITEMS

Upon a motion by Director Nelson, second by Director Raddatz, and vote (unanimously in favor with Director Ek absent), the Consent Agenda was approved.

1. Approve the Minutes: Regular Meeting of July 14, 2021
Special Meeting of July 29, 2021
2. Approve Board Member Stipend Payments.
3. Receive and File Quarterly Investment Report in Accordance with California Government Code.
4. Credit Card Expenditures Review – The Board of Directors will review credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.
5. Review Quarterly Employee Reimbursement Report.
6. Resolution 21-13 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Adopting the 2021/2022 Salary Schedule.

ACTION AGENDA ITEMS

7. Election of the Board Officers – The Board will elect Board Officer position of Secretary pursuant to Board Policy Manual item 2.1.

President McKenna nominated Director Robles for Board Secretary, and he accepted the nomination.

Upon a motion by Director McKenna, second by Director Raddatz, and vote (unanimously in favor with Director Ek absent), the Board elected Director Robles to serve as Board Secretary.

8. Board Committee Selections – The Board President will make committee selections for the remainder of the 2021 calendar year due to recent vacancies on the Board.

Amendments:

Heartland Communications	– Director Muns (Nelson)
CSDA, San Diego Chapter	– Director Pierce
CSA 69	– Director Raddatz (Muns)
Finance	– Directors Nelson, Raddatz, Robles (Pierce)

Upon a motion by Director Nelson, second by Director Pierce, and vote (unanimously in favor with Director Ek absent), the Amended Officers and Commission/Committees was approved.

9. Public Hearing – The Board of Directors will conduct a public hearing and may adopt Resolution 21-14 Fire Mitigation Fee Program FY 2021-22 Capital Improvement Plan.

President McKenna opened the Public Hearing at 6:47 pm. With no public comment, President McKenna closed the Public Hearing at 6:47 pm.

Upon a motion by Director Raddatz, second by Director McKenna, and vote (unanimously in favor with Director Ek absent), Resolution 21-14 was adopted.

REPORTS

10. Committee Reports

Director Raddatz, who is now the District's primary representative for CSA 69 committee following Director Vacio's resignation, attended the committee meeting. Director Raddatz deferred discussion to Fire Chief Brainard, as he has a better overall understanding of the committee at this point. Chief Brainard shared that CSA 69 is a County Service Area covering parts of Lakeside, Santee, and Bostonia. The County is looking to dissolve CSA 69 into Lakeside and Santee. Chief Brainard shared this will be a LAFCO process that is slated for completion by July 1, 2022. Updates to follow as they become available, but dissolution of CSA 69 would have no fiscal impact to the District.

Director Nelson commented that he attended the Heartland Communications committee meeting and noted that he toured the facility and shared that the dispatch center will be moving upstairs.

11. Directors' Reports
None

12. Chief's Report Highlights

- Action Plan Recap from July 14, 2021, Board Meeting

- Update from the Finance Committee provided in Agenda Item #17
- Action Plan Recap from July 29, 2021, Board Meeting
 - No items from this meeting
- COVID / Delta
 - Fire and EMS currently not in Public Health group required to vaccinate
 - 2 recent employee isolations
 - Station protocols remain unchanged
 - 15-minute antigen test followed by PCR if symptoms or close contact
 - Public Health Lab results take 24-48 hours, which was previously 6 hours for lab results
- Vaccinations – State may make it mandatory for EMTs and Paramedics
- ARPA Reimbursement Process
 - Timeframe of expenses is from March 2021 – June 2024
 - Expenses prior to March 2021 will not be covered
 - Evolving submission process through the County of San Diego
 - Eligible submissions are currently being discussed
- Central Zone on draw down for Strike Teams/Strike Team Leaders, Single Resource and Overhead assignments
- CSA 69 Dissolution was discussed under agenda item #10, Committee Reports
- Significant Incidents
 - 3 Strike Team Units assigned to the Dixie Fire
 - 2 OES Type 1 & 3 Local Govt Type 3 Strike team
 - 1 Strike Team Leader for OES Strike Team assigned to the Dixie Fire
 - OES Type 3 had a near miss burn over
 - July 17 – 10707 Jamacha – Fatal Structure Fire
 - July 20 – 630 Felicita – RV / Structure Fire
 - July 21 – Large Vehicle Fire w HazMat spill
 - August 6 – 9849 Campo Rd Second alarm structure illegal marijuana dispensary
 - August 7 – Hiker rescue SMG mountain using Aerial Support To Regional Enforcement Agencies (Astrea)
 - August 10 – Large gas line break caused evacuation of homes

13. Association of San Miguel Chief Officers Communications

Acting Training Battalion Chief Rodeheaver shared that San Miguel has three apparatus assisting on the Dixie Fire. He also spoke about two significant incidents, including a fatal mobile home fire, and a 2-alarm commercial fire caused by a generator running in an illegal marijuana dispensary. Five newly hired Firefighter Paramedics completed their mini-Academy and are now working as probationary firefighters. An exam process was completed the week of August 2, 2021, for Battalion Chief and a Fire Captain exam is scheduled for October (which is the District's first recruitment allowing lateral and open competitive applicants). A Fire Engineer exam is taking place the week of August 16, 2021, which Battalion Chief Quinlan has done a substantial amount of work in preparing.

14. Local 1434 San Miguel Firefighters Communications

Captain Grogger introduced himself to the new Directors and shared that Local 1434 is offering support to Lakeside following the death of one of their firefighters. Captain Grogger also shared that the Local is supporting between eight and nine San Miguel employees currently out on workers

compensation. Local 1434 is participating in the annual Octoberstache fundraiser. Captain Grogger extended gratitude to the Board for approving the cost of the Wellness program – the thorough physical exam may provide early detection of medical issues. Lastly, Captain Grogger asked that the Local be included in conversations regarding mandating COVID vaccines.

15. Correspondence

None

INFORMATIONAL AGENDA ITEMS

16. Quarterly Financial Update

Administrative Officer/Finance Officer Harris addressed the Board and shared revenue exceeded expenditures for Fiscal Year 2020/2021. She noted that the District's vision of *Service Beyond Expectations* reaches beyond the exceptional EMS service our personnel provide to our citizens and those visiting the communities within our District. The Board of Directors and Staff are bringing new insight into the management of finances and, with that, created a purpose and a plan for the District.

Property taxes were certified by the County of San Diego reflecting a 3.72% increase over the last year. CalPERS reported a preliminary 21.3% investment return for Fiscal Year 2020/2021. Per their investment policies, this triggered a reduction in the discount rate moving it from 7% to 6.8%. Administrative Officer/Finance Harris stated that these changes will be discussed in the pension analysis and during the Board Workshop.

17. Finance Committee Update

Directors Raddatz (chair), Nelson, and Robles shared a collective update from the Finance Committee. The Finance Committee strives to take a hard look at numbers so they can bring recommendations, based on substantial research and discussion, back to the full board. Recent discussions have included needs in facilities, CalPERS unfunded liability, generating revenue including cost recovery and grants, and cash on hand.

Director Raddatz shared that he would like a Board Workshop pertaining to finances, as well as increase the Chief's spending authority from \$25,000 to \$75,000 with Board President notification.

CLOSED SESSION AGENDA ITEMS

President McKenna adjourned the meeting to Closed Session at 8:06 pm.

18. Closed Session – Conference with Legal Counsel – Settlement of Workers Compensation Claim (Subdivision (b) of §56956.95 of the Government Code)

Claimant: Herman R. Clark

Case No.: ADJ12439130 (DOI: CT 10/25/95 – 7/25/19)

Case No.: ADJ12438676 (DOI: 7/28/18)

19. Closed Session – Public Employee Discipline/Dismissal/Release/Reassignment (Government Code §54957) (2)

20. Closed Session – Public Employee Performance Evaluation (Government Code §54957)

Contract Title: Fire Chief

21. Closed Session – Conference with Labor Negotiator (Government Code §54957.6)

Agency Negotiator: Joseph Sanchez

Contract Title: Fire Chief

President McKenna reconvened the meeting to Open Session at 10:16 pm and reported out the Board's unanimous decision to reject an employee request for Leave of Absence.

ACTION PLAN RECAP

- Schedule a Board Workshop regarding finances
- Future agenda – Increase Chief's spending limit
- CSA 69 application to Muns (alternate)

The next Board Meeting will be a Regular Meeting, September 8, 2021, 5:30 pm, District Headquarters

President McKenna adjourned the meeting at 10:17 pm.

Prepared and Submitted by:
Shayna Rians
Board Recording Secretary