

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
Wednesday, July 13, 2022, 5:30 pm**

MINUTES

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

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

BOARD MEMBERS ABSENT Director Nelson

STAFF PRESENT Fire Chief Brainard, Division Chiefs Browning and Lawler, Administrative Officer/Finance Officer Harris, Administrative Assistant Rians, and Deputy Fire Marshal Napier.

APPROVAL OF AGENDA

Director McKenna requested Agenda Item #1 be presented prior to the Special Presentation. By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of July 13, 2022, was posted at District Headquarters on Friday, July 8, 2022, at 5:00 pm.

Director Ek led the Pledge of Allegiance.

PUBLIC COMMENT

None.

INFORMATIONAL ITEMS

1. Regional Cooperative Care Partnership (RCCP) Update – Chief Lawler introduced Dr. Ennis Jackson, Clinical Manager of RCCP.

Dr. Jackson addressed the Board and shared information on the Lucas Device which performs CPR compressions. The on-duty crew of Truck 15 (Captain Marin, Engineer Arruda, and Firefighter Paramedic Switzer) demonstrated use of the Lucas Device and shared their insight and experience from using the device in the field.

Chief Brainard presented Cardiac Arrest Save Awards and read the following:

On February 20, 2022, Captain Nick Nava, Engineer Paramedic Matt Foster, and Firefighter Paramedic Jose Arteaga from San Miguel Engine 16 responded to a 40-year-old female who was pulseless and apneic. The patient's husband was doing CPR. The crew reacted quickly and relieved the husband and took over CPR where pads were placed on the chest. The patient's airway was managed with an NPA and a BVM was used for ventilation. After two minutes of CPR, the heart monitor was pre-charged for defibrillation. A pulse-rhythm check was accomplished, and a pulse was detected. The crew's excellent history taking from the spouse indicated that the patient had a history of recreational drug use. The crew gave 2 mg of Narcan along with high flow O2. The patient was transported and admitted to ICU post cardiac arrest. The patient was discharged with normal brain function two days later.

Engine 16's crew on the forementioned date is directly responsible for the successful resuscitation of this patient. Their efforts represent the highest capabilities of the San Miguel Fire Protection District and is thus awarded this certificate for superior performance during a cardiac arrest.

SPECIAL PRESENTATION

Fire Chief Brainard introduced Engineer Ruth as Employee of the Year and presented him with an award.

CONSENT AGENDA ITEMS

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

2. Approve the Minutes: Regular Meeting of June 8, 2022
3. Approve Board Member Stipend Payments.

ACTION AGENDA ITEMS

4. Approve the Weed Abatement Fixed Special Assessments (Fire Prevention Services) for Fiscal Year 2022/2023.

Kenny Osborn of Fire Prevention Services, Inc., addressed the Board and explained two of the forced abatement charges listed on the report.

Upon a motion by Director McKenna, second by Director Robles, and vote (unanimously in favor with Director Nelson absent), the Weed Abatement Fixed Special Assessments (Fire Prevention Services) for Fiscal Year 2022/2023 was approved.

5. Refurbish Fire Station 15 – The Board of Directors may take action based on a recommendation for the refurbishment of Fire Station 15 located at 2850 Via Orange Way, Spring Valley, CA 91978.

Consultant George Tockstein addressed the Board and explained the bid process and results.

Upon a motion by Director Raddatz, second by Director Muns, and vote (unanimously in favor with Director Nelson absent), Alternative #2 from Staff Report was approved.

(Alternative 2 – Award contract for the demolition and refurbishing of the restroom, shower, kitchen, pantry, and dayroom facilities only to BTS Equipment Unlimited Inc. in the amount of \$894,252.02 (including a 5% contingency in the amount of \$44,713 for a total of \$938,965.02).

6. County Collaboration – The Board of Directors may make recommendations for County collaboration efforts to support relationship and potential reimbursements/offsetting of election costs (*From June 9, 2022, Action Plan Recap*).

Tabled to next Board Meeting

7. Board Information Technology Policy – The Board of Directors may take action to adopt a Board Policy related to Directors' use of District electronic equipment specific to District business.

Director McKenna discussed verbiage in Policy Manual 8.3(d) and requested it be changed to reflect all District property should be returned to the District, regardless of the condition.

Directors Raddatz and Robles to review policy – re-calendared to next Board Meeting

REPORTS

8. Committee Reports

None

9. Directors' Reports

Director McKenna shared the Negotiations Committee met today, July 13, 2022.

Director Pierce recognized Human Resources Specialist Brittanie Jacobson and Captain Justin Fuller for their recent social media and outreach efforts. He also shared that he recently rode along with Battalion Chief Blunt and was able to visit some stations. Dir. Pierce vocalized a desire for some research to be done in updating Station 18, potentially through a multi-use facility with allied agencies that could also serve as an evacuation point for the citizens of Crest. Lastly, he commended station crews for their efforts to improve and maintain stations. In response to Director Pierce's comments, Director McKenna clarified Director Pierce's intent in discussing Station 18 and if he wanted an action item on a future agenda. Director Raddatz suggested Director Nelson (absent from meeting) should be involved in the discussion since Crest is within Division 1. An informational item will be added to the September Board Meeting regarding discussion of Station 18.

Director Muns attended the Mt. Helix Fire Expo at Station 21 this past Saturday and thanked everyone who participated and contributed.

Director Raddatz echoed Director Muns' statement regarding the Fire Expo and added that the event was well done along with the 5-year anniversary lunch that took place July 17, 2022. Director Raddatz also expressed concern regarding two wildland fires in Crest, where San Miguel was not on the initial dispatch Division Chief Browning ensured that Operations had already addressed the dispatch issues of concern and will continue to follow up. Chief Brainard noted the new CAD will streamline notifications.

Directors McKenna and Pierce both expressed appreciation for the Station 21 and 5-year Anniversary events.

10. Chief's Report

Action Plan Recap from June 8, 2022, Board Meeting

- Administrative Officer/Finance Officer Harris to make changes to Preliminary Budget
 - Done
- Action Item re: discussion of County collaboration and costs the District assumes
 - Discussed under Action Agenda Item #6 tonight
- Board Policy Committee to review Draft Director IT Policy
 - Discussed under Action Agenda Item #7 tonight

Community Outreach

- Station 21 – Mt. Helix Fire Expo July 9th
 - Pancake breakfast
 - Sidewalk CPR
 - Emergency Preparedness
 - Wildland Fire Information
 - Station and Engine Tours

CARES Act Covid Relief Funds – Routine Audit

- California Department of Finance to audit our CARES Act funds - \$2.1M in Contingency
- We have already provided all required documents for the July 18-20, 2022, audit
- Other Districts also being audited

COVID

- Minimal impact to SMG personnel
- No change in SMG SOP's; we are already taking necessary recommended precautions

PROQA vs Nurse Navigator

- PROQA via 911 dispatcher triages call to no code ambulance (no First Responder)
 - Requires staffing no code BLS ambulances
 - Still impacts Hospital Emergency Department
- Nurse Navigator via 911 Dispatcher triages calls to Nurse Staffed Call Center
 - El Cajon City funded pilot program approved by the County
 - Estimated 15-20% 911 calls, Alpha, and Omega low acuity levels
 - Contract with Nurse Navigator
 - Patient referred to Private Physician, Clinic, Pharmacy or Emergency Department

Significant Incidents

- July 12 – Multi Patient Traffic Accident – Campo and Via Mercado – 5 Patients
- July 13 – 900 La Presa Ave – Vehicle (DUI per CHP) into Otoy water equipment, uncontrolled flooding (equivalent to 4 fire hydrants) into numerous homes for 3.5 hours, Otoy unable to control flow for over 3 hours.

11. Association of San Miguel Chief Officers Communications

Battalion Chief Ron Quinlan emphasized the importance of San Miguel's 5-year anniversary back as a stand-alone District and thanked the Board for their support. He spoke about the partnership and collaboration between BCs, and also discussed a leadership summit with Chief Brainard and executive staff regarding all aspects of the District. Chief Officers continue to pursue training opportunities for themselves and floor personnel.

12. Association of San Miguel Firefighters Communications

Captain Mike Hays commended Engineer Gilman and his wife for helping with the Station 21 Fire Expo (which included a pancake breakfast). Hays reports a lot of great community feedback. Hays also commended Engineer Gilman and Robert Stouffer with Operation BBQ Relief for the BBQ at the 5-year anniversary lunch. The negotiations team has been formed and will begin negotiations in August. The memorial for fallen firefighters continues to be in the planning phase.

Upcoming events include:

- July 23 – Heartland ping pong and cornhole tournament supporting Octoberstache at the Ronald Reagan Community Center by El Cajon Station 6
- December 17 – Christmas and retirement party at Sycuan
- April/May 2023 – SMG Golf tournament either at Sycuan or Steele Canyon, (start early for donations/raffle prizes/sponsors)

13. Correspondence

Chief Brainard shared one piece of correspondence from a citizen seeking assistance with an AMR bill.

CLOSED SESSION AGENDA ITEMS

President McKenna adjourned the meeting to Closed Session at 7:39 pm.

- 14. Closed Session – Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Directors Ek, McKenna, Robles, & Attorney Joseph Sanchez
Employee Organization: Association of San Miguel Firefighters IAFF Local 1434
- 15. Closed Session – Conference with Legal Counsel – Existing Litigation
(Case Number: 37-2020-00033387-CU-OE-CTL)
(Government Code §54956.9, Subdivision (b)) – Number of Cases: 1
- 16. Closed Session – Conference with Legal Counsel – Potential Litigation
(Government Code §54956.9, Subdivision (b)) – Number of Cases: 2

President McKenna reconvened the meeting to Open Session at 8:49 pm.

ACTION AGENDA ITEMS

- 17. The Board may discuss and take action on adding additional Firefighter Paramedics

Upon a motion by Director Pierce, second by Director Ek, and vote (unanimously in favor with Director Nelson absent), the following was approved:

- 1) The addition of three additional Firefighter Paramedics to San Miguel staffing roster
- 2) Authorization of over-hire authority at the discretion of the Fire Chief when long-term vacancies are negatively impacting staffing

ACTION PLAN RECAP

- Action Item #6 (County Collaboration) tabled to next Board Meeting
- Board IT Policy tabled to next Board Meeting
- Directors Pierce and Nelson to meet with Chief Brainard and present ideas for Station 18 as an Informational Agenda Item at the September 2022 Board Meeting

*The next Board Meeting will be a Regular Meeting, **August 10, 2022, 5:30 pm**, District Headquarters*

President McKenna adjourned the meeting at 8:51 pm.

Prepared and submitted by:
Shayna Rians
Board Recording Secretary