

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
Wednesday, April 14, 2021, 5:30 pm**

***Minutes***

President McKenna called the tele/videoconference meeting to order at 5:39 pm.

Board Members Present: Directors McKenna, Nelson, Pomeranz, Raddatz, Robles and Vacio

Board Members Absent: Director Ek

Staff Present: Fire Chief Brainard, Administrative Officer/Finance Officer Harris, Division Chief Browning, and Administrative Assistant Rians

Approval of Agenda: [By Board Consensus, the agenda was approved.](#)

The Agenda for the Regular Meeting of April 14, 2021 was posted at District Headquarters on Friday, April 9, 2021, at 5:00 pm.

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

Public Communications: None.

**CONSENT AGENDA ITEMS**

[Upon a motion by Director Vacio, 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 March 10, 2021
2. Approve Board Member Stipend Payments.

**REPORTS**

3. Committee Reports  
Director Robles attended the Heartland Training Committee meeting, with no notable actions.
4. Directors' Reports  
Director Vacio shared that he is retiring effective May 27, 2021 and will be relocating to Oklahoma.  
Director Robles attended a Spring Valley Community Planning Group meeting and shared discussion regarding zoning as it relates to population density and the need for additional housing.
5. Chief's Report
  - Action Plan Recap from March 10, 2021 Board Meeting
    - CFD automated process to flag potential future projects
      - County does not have a way (currently) to flag projects.
    - CSA 69 Questions
      - Financial issues with transport collections/reimbursements
        - A proposed adjustment to transport fees is being taken to the County Board of Supervisors

- \$700,000 issue the result of changing from one billing company to another and should be resolved by May meeting
  - Are there relationship issues between CSA 69 and County EMS? According to the Fire Chiefs in CSA 69, no issues.
- 3 Firefighter Paramedics
  - Completed academy and assigned as 4<sup>th</sup> crew person.
- Engineer Exam
  - Only 4 candidates
- Captain Exam – October
  - Currently 1 vacancy
  - Potential retirements
  - Training Chief surveyed Engineers – 7 interested, only 2 qualified with time and required classes to promote.
- AMR ambulance coverage increased April 9, 2021.
  - 24-hour paramedic ambulances (Stations 14, 15 & 22)
  - 12-hour paramedic ambulance (Station 16)
- Significant Incidents
  - 9246 Jamacha – Second alarm commercial structure fire
    - Defensive attack
    - Wires down
    - Exposures threatened.
    - No injuries

6. Association of San Miguel Firefighters Communications  
Local 1434 President, Captain Jack Grogger, addressed the Board and shared concern regarding ongoing negotiations.

7. Association of San Miguel Chief Officers Communications  
None

8. Correspondence  
Chief Brainard shared gratitude from the Marro family as the District offered support and condolences after both of Louis' parents passed away within 6 weeks of each other. A letter signed by 14 fire districts was sent to Governor Newsom and Senate President Pro-Tempore regarding COVID reimbursements. Captain Rodeheaver received commendation for assisting a resident in getting their COVID vaccine.

#### ACTION AGENDA ITEMS

9. Fire Agencies Insurance Risk Authority (FAIRA) Board of Directors Election – The Board of Directors may consider nominations for the Board of Directors of the Fire Agencies Insurance Risk Authority (FAIRA).  
Upon a motion by Director Raddatz, second by Director McKenna, and vote (unanimously in favor with Director Ek absent), the call for nominations will be disregarded, reflecting San Miguel's desire for current representatives to remain seated on the FAIRA Board.

#### INFORMATIONAL AGENDA ITEMS

10. COVID-19 Update.

- COVID 19 Vaccinations
  - 72% of personnel vaccinated.

- Since last Board Meeting
  - 1 symptomatic
  - 4 tested
  - 1 positive
- Non-Personnel Expenses
  - \$18,504 this FY (no change)
- Personnel Expenses
  - \$338,356 this FY (\$112,722) increase since last Board Meeting.
  - \$125,785 reimbursable from Operation Collaboration
- SMG re-opening
  - Mask and social distance guidance have not changed.

11. Key Performance Measures (KPM's) – The Fire Chief shared and discussed the quarterly KPM's.

12. Purchase of Apparatus – Division Chief Browning shared that an Ad Hoc committee was established to research apparatus and ensure the best was selected for San Miguel. The committee selected KME as the preferred manufacturer, and Chief Brainard has signed the purchase agreement. At the September 9, 2020 meeting, the Board authorized the Fire Chief to execute a purchase contract following all District procurement processes for one Type 1 Engine. The cost of the KME Type 1 apparatus is \$713,000, a savings of over \$150,000 from a competing manufacturer.

[Director Vacio left at 6:50 pm and returned during Closed Session.](#)

13. Community Facilities District Update – BB&K is establishing templates so CFD parameters are already established as projects come up. Additional information will be forthcoming.

14. PROQA Dispatch Protocols – The Fire Chief shared information on Nationally Accredited 911 call triage/prioritizing and designating the most appropriate resources. He shared that Captains are already authorized to reduce code response if a patient or incident is determined to be less urgent than initially believed. Additional information will be forthcoming.

15. Phone System Upgrade – Administrative Officer/Finance Officer Harris shared that a new phone system is in the works and will provide multiple features beyond our current system.

[President McKenna adjourned the meeting to Closed Session at 7:21 pm.](#)

#### CLOSED SESSION AGENDA ITEMS

16. Closed Session – Conference with Legal Counsel – Potential Litigation  
(Subdivision (b) of §54956.9 of the Government Code) – Number of Cases: 1

17. Closed Session – Conference with Legal Counsel – Existing Litigation  
(Case Number: 37-2020-00033387-CU-OE-CTL)  
(Subdivision (b) of §54956.9 of the Government Code) – Number of Cases: 1

18. Closed Session - Conference with Labor Negotiator (§54957.6)  
Agency Negotiators: Directors Ek, McKenna, Robles, and Attorney Joseph Sanchez  
Employee Organization: Association of San Miguel Firefighters IAFF Local 1434

19. Closed Session – Conference with Labor Negotiator (§54957.6)

Agency Negotiators:	Attorney Joseph Sanchez
Title:	Fire Chief

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

Title:	Fire Chief
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President McKenna reconvened the meeting to Open Session at 8:45 pm with no action taken.

ACTION PLAN RECAP

BB&K to continue work on CFD process.

The next Board Meeting will be a Regular Meeting, May 12, 2021, 5:30 pm, District Headquarters

President McKenna adjourned the meeting at 8:46 pm.

Prepared and Submitted by:

**Shayna Rians**

Board Recording Secretary