

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
February 12, 2020**

Minutes

Director Raddatz called the meeting to order at 5:30 pm.

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

Board Members Absent: None

Staff Present: Fire Chief Brainard, Division Chiefs Browning and Marugg, Battalion Chiefs Lawler and Durrell, Administrative Officer/Finance Officer Harris, and Administrative Assistant Rians

Approval of Agenda: By Board Consensus, the agenda was approved with Director Kiel requested items #6 & #7 being pulled for individual discussion.

The Agenda for the Regular Meeting of February 12, 2020 was posted at District Headquarters on Friday, February 7, 2020, at 5:00 pm.

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

Public Communications: None

CONSENT AGENDA ITEMS

Upon a motion by Director Rickards, second by Director Kiel, and vote (unanimously in favor), the Consent Agenda was approved with items #6 & #7 being pulled for individual discussion.

1. Approve the Minutes: Regular Meeting of January 8, 2020.
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. Approve Combined Tax Report submitted by SCI Consulting Group.
6. Resolution 20-1 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Adopting the 2019/2020 Salary Schedule.

Upon a motion by Director McKenna, second by Director Nelson, and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor, Director Kiel opposed), Resolution 20-1 was approved.

7. Resolution 20-2 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Identifying Surplus Vehicles, Authorizing their Liquidation.

Upon a motion by Director Ek, second by Director Rickards, and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor, Director Kiel opposed), Resolution 20-2 was approved.

INFORMATIONAL AGENDA ITEMS

8. Community Facilities District Update.

Lutfi Kharuf of BB&K spoke on CFD basics. The Board of Directors would like to see the following information brought forward for their review and approval:

Implementation Outline

- Itemized information on fees (Preliminary Analysis)
 - o We currently use SCI Consulting Group for our Benefit Assessment Fees
 - They would create a fee schedule and analysis on what we could charge
 - o Fiscal Impact on setting up CFD (Estimated \$30,000 – \$40,000 from BB&K)
 - Need to look further into this
 - o Consultant would administer the tax/fee and would charge a yearly fee – Need to look further into this
 - o County Development – would become a tax lien on the property (potential fees from COSD)
- Positive Results/Negative Impacts
 - o Complete Matrix
- Feedback on CFD's from other agencies
 - o CSDA has a discussion Board that we could reach out to and get feedback from many entities. We could be specific and ask for Fire Districts to please respond
- Board would like staff to engage the current property owner that could be the first affected by a CFD within the District.
- Type of developments that could be affected by a CFD within the District
 - o Size of the developments (housing information)
 - o What happens when the property is sold?
 - o Call information to help validate a need for the CFD's
- Update Framework and Chronology for forming CFD with all information
 - o Document that the BOD can approve at a regular meeting

9. Reports

a. Committee Reports

Director Kiel reported that HTF did not have a quorum at their last meeting.

Director Rickards reported that the CSA 69 meeting has been rescheduled twice now, with the next upcoming meeting scheduled around 03/19/2020 to coincide with a consultant presentation on the scope of delivery service within CSA 69.

Director Vacio reported he participated in the elections for Heartland Communications on 1/30/2020 and is now Vice Chair.

b. Directors' Reports

Director Kiel spoke about the HTF meeting and his disappointment that alternate representatives did not show up for the meeting.

c. Chief's Report

Last month, three items were listed under the Action Plan Recap.

- 1) Director McKenna requested a refresher on Robert's Rules of Order. We will look into a workshop once the new Board is seated in December, but Mr. Sanchez, General Legal Counsel, has a good video refresher he can share with the Board at no cost to the District.
- 2) Director Kiel asked for clarification on the application process as the Alternate for CSA 69. The Alternate must complete the same application as the Primary representative – all necessary documents have been supplied to Director Kiel.
- 3) We are still determining options moving forward with a cost recovery policy.

The California Special Districts Association nomination period will close March 26th. Any nomination of a San Miguel Director would need to be done by our next board meeting.

The LAFCO Special District Advisory election results have been received.

Crews responded to a few significant incidents over the past month. One over-the-side vehicle rescue on La Cresta Grade. It was well organized with Lakeside, Santee, El Cajon, and CALFIRE assisting. Helicopters and search dogs were utilized to ensure additional patients weren't overlooked. One patient was fatally injured.

Another vehicle rescue of an elderly couple overturned and down an embankment. Extrication took approximately 90 minutes – 2 patients, 1 fatality.

Lastly, a vehicle into a structure with a gas pipe rupture resulted in citizens removing a patient from the involved vehicle. The citizens will be nominated for the Burn Institute's Spirit of Courage Award.

2 retirees attended peer support training and will be available to current and former employees. Their tuition for attending the training was paid for by Local 1434.

As part of his year-end performance evaluation, Chief Brainard supplied a handout to the Board reviewing the status of 25 items presented in his PowerPoint presentation from July 12.

d. Association of San Miguel Firefighters Communications

Captain Jack Grogger shared that the Local is participating in a softball tournament with members of partner agencies.

A memorial service will be held on February 22, 2020, 10:00 am, at Station 23 for former San Miguel Engineer Pascall. Three employees have returned to duty following workers compensation injuries. Grogger commended Chief Brainard and Leah with their assistance navigating the workers compensation process and working with employees. The Local received a 'thank you' card for their \$2,000 donation to Noah Homes. The negotiations team is being finalized. Captain Grogger commended Local members for continuing to represent the District with professionalism out on calls. The District now has an addition Chaplain, expanding our resources and ability to help members. In addition to the three Chaplains, we also have Peer Support and FOCUS available. Assisting Lemon Grove Fire Department financially and with manpower as they look to the upcoming election to improve financial stability. Lastly, the Local continue to meet with Chief Officers to ensure everything continues to run smoothly.

- e. Association of San Miguel Chief Officers Communications
All Directors are invited to ride along and get lunch with crews. The County District Attorney's Office, in partnership with San Miguel, filmed a human trafficking video. Chief Fuller gave a speech at a press conference held here at Station 15 on January 29th. The First Responder Human Trafficking video is available on the County website, and the news story aired on Channel 10. Chief Lawler commended all who participated. Chief Durrell has done great stepping into the training division. Over the next two weeks, all shifts will get time training at the former Family Food strip mall. Durrell coordinated with Lennar (the company demolishing the strip mall to build a housing development) – again, all Directors are invited to ride along and watch the crews as they train. Personnel will be participating in the County Wildland Drill. Lastly, Chief Lawler stated he is proud of the effort put forward by all personnel.
- f. Correspondence
None
- g. Action Plan Recap
 - Additional information on CFDs as outlined on agenda item #8
 - Legal Counsel to provide access to a refresher video for Roberts Rules of Order

President Raddatz adjourned the meeting to Closed Session at 6:52 pm.

CLOSED SESSION AGENDA ITEMS

- 10. Closed Session – Conference with Legal Counsel – Potential Litigation
(Subdivision (b) of Section 54956.9 of the
Government Code)
Number of Cases: 1
- 11. Closed Session – Conference With Labor Negotiator (§54957.6)
Title: Fire Chief
- 12. Closed Session – Public Employee Performance Evaluation (Government Code §54957)
Title: Fire Chief

Reconvene to Open Session: President Raddatz reconvened the meeting to Open Session at 7:45 pm with no action taken.

Next Meeting – Regular Meeting, March 11, 2020, 5:30 pm, District Headquarters.

Director Raddatz adjourned the meeting at 7:45 pm.

Prepared and Submitted by:

Shayna Rians

Shayna Rians
Board Recording Secretary