

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
March 11, 2020**

Minutes

Director Raddatz called the meeting to order at 5:32 pm.

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

Board Members Absent: Director Kiel

Staff Present: Fire Chief Brainard, Division Chief Browning, 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 March 11, 2020 was posted at District Headquarters on Friday, March 6, 2020, at 5:00 pm.

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

Public Communications: None

CONSENT AGENDA ITEMS

[Upon a motion by Director Vacio, second by Director Rickards, and vote \(unanimously in favor with Director Kiel absent\), the Consent Agenda was approved.](#)

1. Approve the Minutes: Regular Meeting of February 12, 2020
2. Approve Board Member Stipend Payments.
3. Approve Resolution 20-3 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District to participate in the San Diego County Fire Mitigation Fee Program.

INFORMATIONAL AGENDA ITEMS

4. Community Facilities District Update.

Chief Brainard shared that an analysis is being completed, with the help of BB&K, to assess what kind of fees can be charged and for what types of occupancies. The intent is to bring this analysis back to the Board in April or May 2020. After some discussion amongst the Board, Chief Brainard clarified that CFDs can only be established for new developments – a CFD established for assisted living facilities would not include existing facilities, only newly built ones. Legal Counsel Sanchez advised that the analysis will bring forward the specific next steps, costs, and what Board action is necessary.

5. Reports

a. Committee Reports

Director Rickards shared the next CSA 69 meeting is scheduled for March 19th.

b. Directors' Reports

Directors Nelson and Raddatz both shared they attended the plaque dedication ceremony for late Engineer Rick Pascall.

c. Chief's Report

Chief Brainard provided a 10-page handout regarding Roberts Rules of Order. He also emailed a video link to the Directors.

Division Chief Marugg is visiting stations to provide COVID-19 information and guidelines to crews. We are doing everything we can to protect crews while maintaining service to the public. We are addressing potential equipment and PPE issues, and cancelling all ride-alongs and non-essential participation in station activities. Chief Brainard also shared that we are working with County epidemiology to be notified if a patient our crews has been in contact with tests positive. Information from the CDC is changing daily (sometimes multiple times per day) – additional updates will be forthcoming.

Chief Brainard shared significant incidents as well as information pertaining to the feedback crews get after medical aid calls, including vital information provided by our Zoll monitors.

San Miguel is slated to participate in the St. Patrick's Day Parade and invited the Directors to participate.

In response to an inquiry by Director Raddatz, Chief Brainard clarified that personnel are only attending conferences and training if essential.

Lastly, Chief Brainard met with the attorney for Skyline Church and he will be included in upcoming CFD information.

d. Association of San Miguel Firefighters Communications

Captain Grogger shared that the Union golf tournament is scheduled for May 4th, and that Eric Benton is the contact regarding donations and participation. Captain Grogger participated in an IAFF webinar regarding COVID-19 where a lot of good information was shared. Lastly, he thanked the Directors that attended the plaque dedication at Station 23 for Pascall.

e. Association of San Miguel Chief Officers Communications

Battalion Chief Lawler was present but did not have any announcements.

f. Correspondence

None

g. Action Plan Recap

CFD analysis to be presented at a future meeting (April or May 2020)

Administrative Assistant Rians to email Directors Fire Expo information

President Raddatz adjourned the meeting to Closed Session at 5:57 pm.

CLOSED SESSION AGENDA ITEMS

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

7. Closed Session – Conference With Labor Negotiator (§54957.6)
Title: Fire Chief

8. 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 6:43 pm with no action taken.

Next Meeting – Regular Meeting, April 8, 2020, 5:30 pm, District Headquarters.

Director Raddatz adjourned the meeting at 6:43 pm.

Prepared and Submitted by:

Shayna Rians

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Board Recording Secretary