

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
Wednesday, October 14, 2020**

***Minutes***

Director Raddatz called the tele/videoconference meeting to order at 5:36 pm.

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

Board Members Absent: Director Vacio

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

Approval of Agenda: Chief Brainard requested Agenda Item #4 be tabled to a future meeting. By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of October 14, 2020 was posted at District Headquarters on Friday, October 9, 2020, at 5:00 pm.

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

Public Communications: Constituent Jesse Robles submitted a statement which Director Raddatz read as part of Item #6.

**CONSENT AGENDA ITEMS**

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

1. Approve the Minutes: Regular Meeting of September 9, 2020  
Regular Meeting of September 23, 2020
2. Approve Board Member Stipend Payments.

**ACTION AGENDA ITEMS**

3. November Meeting – The Board of Directors may take action to change the date of the next regular meeting which falls on Veterans Day.  
Upon a motion by Director Rickards, second by Director Ek, and vote (unanimously in favor with Director Vacio absent), the November 2020 meeting will be held Tuesday, November 10, 2020 at 5:30 pm.
4. Resolution 20-18 – A Resolution of Intention of the Board of Directors of the San Miguel Consolidated Fire Protection District with Respect to the Formation of Proposed San Miguel Consolidated Fire Protection District Community Facilities District No. 2020-1.  
Tabled to a future meeting.

## INFORMATIONAL AGENDA ITEMS

5. Key Performance Measures (KPM's) – The Fire Chief will present the quarterly KPM's for discussion.  
Chief Brainard presented a report highlighting Key Performance Measures which serve as a quality assurance process. By tracking the 35 KPMs listed, the District can ensure improvement in services across all divisions by allowing staff to analyze when a goal is met, and how to improve when a goal is not met. The Chief's intent is to present the KPMs to the Board quarterly.
6. Information pertaining to Board making recommendation to County Board of Supervisors re: Division 6 vacant seat.  
Chief Brainard shared that we had multiple constituents come forward expressing interest in the Division 6 vacant seat, but only two qualify for appointment by residing within the boundaries of Division 6 -- Tyra Fleming and Jesse Robles. A public comment statement provided by Mr. Robles is attached. Seat 6 will not officially be deemed vacant until December 4, 2020, which is also the deadline for San Miguel to submit their recommendation to the County Board of Supervisors. While the re-elected and unopposed candidates will be sworn in at the December meeting, Seat 6 would likely be appointed at the January 2021 meeting. The Board will hold a second meeting this month to meet and speak with Ms. Fleming and Mr. Robles.
7. COVID-19 Update.  
Chief Brainard shared that San Miguel has had several employees tested based on symptoms and contact-tracing, but only one additional employee has tested positive for Coronavirus bringing our total to 2 employees since the start of the pandemic. No additional changes since the last update.
8. Reports
  - a. Committee Reports  
Director Kiel shared that he attended Heartland Training Facility meeting on October 8. The manager contract was ratified, and discussion took place regarding financial reports and community colleges use of the facility.  
Director McKenna shared that the Finance Committee plans to meet 10/28/2020.  
Director Rickards shared the CSA 69 meeting has been postponed.
  - b. Directors' Reports  
Director McKenna thanked Chiefs Brainard and Browning for their continued partnership with Noah Homes.  
Director Nelson shared that the memorial service for retiree Ed Humerickhouse was well attended.
  - c. Chief's Report  
The Chief shared that we have had a couple significant incidents including structure fires and a hash oil fire. San Miguel has assisted with multiple large incident strike teams throughout the state including the August Complex, Creek, and Dolan fires. The Annual Report is on schedule to be presented at the November meeting. In partnership with the San Diego Registrar of Voters, San Miguel Headquarters will serve as a ballot drop-off location. The test for Battalion Chief has been postponed.

due to our recent COVID-positive test, and the Captain test is scheduled for November 2. LAFCO is calling for nominations for the Special Districts Advisory Committee, details have been emailed to the Board. Lastly, there has been a line of duty death out of San Francisco. San Miguel stations will now fly memorial flags whenever a LODD death occurs.

- d. Association of San Miguel Firefighters Communications  
Captain Jack Grogger shared that Union elections are coming up next month with the entire e-Board up for election.
- e. Association of San Miguel Chief Officers Communications  
Battalion Chief Fuller shared that he will assist with the Battalion Chief exam. Battalion Chief Durrell will assist with the Captain exam. Fuller shared that meetings have been taking place with local cooperators to ensure smooth unified command. Negotiations are going well. Battalion Chief Durrell received commendation from Office of Emergency Services rep Pete Mercado for his leadership and skills. BC Fuller also spoke about the trainings offered by local community colleges.
- f. Correspondence  
Chief Brainard elaborated on the feedback from OES Mercado regarding Battalion Chief Durrell's exemplary performance with strike teams. The Chief also commended personnel on being available to backfill and assist with strike teams.
- g. Action Plan Recap  
Resolution regarding CFDs tabled to a later meeting. Staff to schedule second meeting for October 28, 2020 where Board will meet with potential Seat 6 candidates.

President Raddatz adjourned the meeting to Closed Session at 6:49 pm.

## CLOSED SESSION AGENDA ITEMS

- 9. Closed Session – Conference with Legal Counsel – Existing Litigation  
(Case Number: 37-2020-00033387-CU-OE-CTL)  
(Subdivision (b) of Section 54956.9 of the  
Government Code)  
Number of Cases: 1
- 10. Closed Session – Public Employee Discipline/Dismissal/Release/Reassignment  
(Government Code §54957)
- 11. Closed Session - Conference With Labor Negotiator (§54957.6)  
Agency Negotiators: Attorney Joseph Sanchez  
Directors Ek, Raddatz, and Rickards  
Employee Organization: Association of San Miguel Firefighters IAFF Local  
1434
- 12. Closed Session – Conference With Labor Negotiator (§54957.6)  
Agency Negotiators: Attorney Joseph Sanchez

Employee Organization: Directors Ek, Raddatz, and Rickards  
Chief Officer's Association of San Miguel

13. Closed Session – Conference With Labor Negotiator (§54957.6)

Agency Negotiators: Fire Chief Brainard

Unrepresented Employees: Division Chief, Deputy Fire Marshal,  
Administrative Officer/Finance Officer,  
Administrative Analyst, Accounting Specialist,  
Administrative Assistant, Fire Inspector(s),  
Logistics Officer

President Raddatz reconvened the meeting to Open Session at 8:31 pm with no action taken.

Director Raddatz adjourned the meeting at 8:31 pm.

Prepared and Submitted by:

*Shayna Rians*

Shayna Rians  
Board Recording Secretary