

**San Miguel Consolidated Fire Protection District
Special Meeting of the Board of Directors
Friday, June 11, 2021, 3:30 pm**

Minutes

President McKenna called the tele/videoconference meeting to order at 3:34 pm.

Board Members Present: Directors Ek, McKenna, Nelson, Raddatz, and Robles

Board Members Absent: Director Pomeranz

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

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

The Agenda for the Special Meeting of June 11, 2021, was posted at District Headquarters on Thursday, June 10, 2021, at 5:00 pm.

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

Public Communications: None.

ACTION AGENDA ITEMS

1. Board Vacancies – The Board will discuss and may take action regarding the process to fill the Board vacancies in Districts 3 and 4.

From Chief Brainard's report:

- Director Vacio resigned from Division 3 effective June 9, 2021
- Director Pomeranz's resignation letter is effective June 30, 2021
 - Time to fill vacancy begins the day after the effective date listed on resignation letter
- District has 60 days to appoint or call special election for replacements
- County has the next 30 (61st-90th) days to appoint or call for a special election
- Division 3 is still 'At Large' until November 2022
- Any registered San Miguel resident can be appointed by Board and serve as Director over Division 3 until November 2022
- Division 3 must be filled by a Division 3 resident in November 2022 election
- Division 4 was transitioned to 'By Division' in 2020 election
- Appointee to Division 4 must currently reside in Division 4
- Division 4 appointee will serve short term until November 2022
- Division 4 seat will be elected for a short term in November 2022 (serving November 2022-November 2024), then return to a 4-year term cycle
- District must:
 - Notify the County of vacancy within 15 days (Staff to handle)
 - Division 3 letter to County by June 11, 2021
 - Division 4 letter to County by July 15, 2021
 - Appoint a Division 3 replacement within 60 days beginning June 10, 2021
 - 60 days begins June 10, ends August 8
 - Appoint a Division 4 replacement within 60 days beginning July 1, 2021

- 60 days begins July 1, ends August 29

Upon a motion by Director McKenna, second by Director Nelson, and vote (unanimously in favor by the Directors in attendance), the Board directs staff to advertise the Board vacancies in the same manner as prior vacancies, collecting interest for further review by the Board President and Fire Chief.

ACTION PLAN RECAP

- Staff to move forward with advertisements and receive interest - potential forum agendaized at a future meeting
- Put link more prominent on the website for address searching with a posting

The next Board Meeting will be a Regular Meeting, July 14, 2021, 5:30 pm, District Headquarters

[President McKenna adjourned the meeting at 3:57 pm.](#)

Prepared and Submitted by:
Shayna Rians
Board Recording Secretary