

**San Miguel Consolidated Fire Protection District
Special Meeting of the Board of Directors
June 10, 2020 - 10:00 am**

Minutes

Director Raddatz called the tele/videoconference meeting to order at 10:03 am.

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

Board Members Absent: None

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

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

The Agenda for the Special Meeting of June 10, 2020 was posted at District Headquarters on Friday, June 5, 2020, at 5:00 pm.

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

Public Communications: None

CONSENT AGENDA ITEMS

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

1. Approve the Minutes: Special Meeting of May 13, 2020.
2. Approve Board Member Stipend Payments.
3. Approve Resolution 20-4 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Amending and Adopting Local Guidelines for Implementing the California Environmental Quality Act.
4. Approve Resolution 20-11 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Requesting a Temporary Transfer of Funds from the County Treasurer, County of San Diego, for Fiscal Year 2020/2021.
5. Approve Resolution 20-12 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Establishing the Limit for Appropriations of Proceeds of Tax Subject to Limitation for Fiscal Year 2020/2021.

6. Approve Resolution 20-13 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Acknowledging Receipt of a Report Made by the Deputy Fire Marshal of the San Miguel Consolidated Fire Protection District Regarding the Inspection of Certain Occupancies Requiring Annual Inspection be Performed in Such Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.
7. Approve Resolution 20-14 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Amending the Voya 457(b) Deferred Compensation Plan to Include a Roth 457(b) Contribution Option.

ACTION AGENDA ITEMS

8. Proposed Preliminary Budget – The Board of Directors will discuss and may take action on adopting the 2020/2021 Preliminary Budget.
Upon a motion by Director Ek, second by Director Nelson, and vote (unanimously in favor with Vacio absent), the proposed preliminary budget was approved.*
**Director Vacio was on duty and had to respond to a call which resulted in his missing the vote on this item*
9. CalPERS Lump Sum Payment – The Board of Directors may take action on approving the CalPERS Lump Sum Payment instead of Monthly Payments.
Upon a motion by Director Kiel, second by Director Rickards, and vote (unanimously in favor), the CalPERS lump sum payment was approved.

INFORMATIONAL AGENDA ITEMS

10. Financial Update.
Administrative Officer/Finance Officer Harris presented a financial update, sharing a PowerPoint presentation. Multiple Directors commended Ms. Harris for her work in compiling this information.
11. Reports
 - a. Committee Reports
Director McKenna shared that the Finance Committee has met a couple times since the last Board Meeting. The District is being very proactive and getting ahead of the potential revenue impacts resulting from COVID-19. Director McKenna also shared that, based on historical trends, we can anticipate impacts to revenue in 2-3 year, but as of now, the budget is sustainable with no plan to pull from contingency funds. McKenna also shared that staff are researching bond and trust options. Director Raddatz discussed within the Finance Committee that a budget committee, including a representative of the Local and the public, be formed to increase transparency and community input. suggested to form budget committee, allowing for staff and community input. There was discussion regarding Finance and other committee meetings be better publicized through District social media accounts. Director Raddatz spoke on the community organizations within our area (Rotary, Optimists, Kiwanis, etc.) and that he believed outreach and partnership with these groups is vital. Director McKenna sought clarification from Legal Counsel regarding other Directors viewing livestreams of the Finance Committee – it was established that there is no ability to speak or provide input as non-Committee

members would not be invited into the Zoom meeting, but just watching via Facebook Live.

Director Rickards shared that CSA 69 does not intend to meet until early fall.

b. Directors' Reports

Director Nelson shared that he visited Station 19 and found the apparatus bay to be extremely warm. He brought this up as a reminder to the Board that we must continue to view Station 19 as a temporary facility and look towards a more permanent solution in servicing the community of Bostonia. Chief Brainard responded that we are aware of the heat within the apparatus bay and are exploring options.

Director Raddatz discussed his concern with current events, and how the political climate may affect revenue coming in under "public safety." He asks that we evaluate revenue streams which we can control, especially those tied to public safety legislation. Raddatz stated he would like to see greater community involvement.

c. Chief's Report

Chief Brainard shared that he has scheduled station visits with each station and shift to discuss the budget.

From the May 13 meeting "action plan recap," Chief Brainard shared that the station HVAC filters have been upgraded to the highest level possible without incurring additional costs in re-plumbing and retrofitting the systems.

San Miguel assisted La Mesa during the rioting and bank fires.

Directors were asked to check their e-mail regarding CSDA voting. Input will be received at the July 8 Board Meeting.

New Truck 15 is currently in Ontario. We anticipate its arrival at HQ late June and have plans in place to outfit it (equipment and technology) and get crews trained on operating the new apparatus.

The Engineer's promotional exam is currently underway and on day 2. A Battalion Chief exam is scheduled for February 2021, and a Captain's Exam for March 2021. Chief Brainard shared that all promotional announcements will be given with 6-months lead time, allowing personnel to adequately prepare. Additionally, no testing is being scheduled over the winter months to reduce impact to holiday-related vacations. Division Chief Browning will attend a meeting with Grossmont Union HS district regarding their re-opening process.

Call volume is back to normal.

The District, in an effort to lighten the financial burden some local businesses are facing, will continue deferring inspection billing until August, when we will then re-evaluate.

d. Association of San Miguel Firefighters Communications

Captain Hays, on behalf of Local 1434, commended Ms. Harris, the Finance Committee, and the Directors for their time and effort working on the budget. Local 1434 has made donations to Reserve Firefighter Mike Holguin following his daughter's cancer diagnosis (now cancer-free but will be monitored for a couple years), as well as LA City Firefighters following their incident which included an explosion and resulted in injured firefighters. Captain Hays thanked the Directors for approving funding for PPE during the COVID pandemic. Hays also mentioned 4th crew staffing on strike team deployments and said it was very helpful when

assisting La Mesa. Chief Brainard clarified all strike team deployments have 4 crew members on board.

e. Association of San Miguel Chief Officers Communications

None.

f. Correspondence

The Chief received a letter commending crews for their response to an 11-44 call of a retired Chief's (neighboring agency) family member, as well as a letter from a resident who received assistance from Fire Prevention Services, Inc. in clearing her weeds.

g. Action Plan Recap

Chief Brainard stated a station assessment will be completed and status brought back to the Board in approximately 6 months.

Brainard will also clarify re-opening status/procedures with Legal Counsel and notify the Board via e-mail.

President Raddatz adjourned the meeting to Closed Session at 12:14 pm.

CLOSED SESSION AGENDA ITEMS

12. Closed Session – Conference with Legal Counsel – Potential Litigation

(Subdivision (b) of Section 54956.9 of the
Government Code)

Number of Cases: 2

Reconvene to Open Session: President Raddatz reconvened the meeting to Open Session at 1:22 pm with no action taken.

Director Raddatz adjourned the meeting at 1:23 pm.

Prepared and Submitted by:

Shayna Rians

Shayna Rians

Board Recording Secretary