

**San Miguel Consolidated Fire Protection District  
Special Meeting of the Board of Directors  
May 13, 2020 - 10:00 am**

***Minutes***

Director Raddatz called the tele/videoconference meeting to order at 10:05 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: Director McKenna requested Item #1 be pulled and Director Kiel requested Item #3-6 be pulled for individual discussion. [By Board Consensus, the agenda was approved.](#)

The Agenda for the Special Meeting of May 13, 2020 was posted at District Headquarters on Friday, May 8, 2020, at 5:00 pm.

Pledge of Allegiance: Chief Brainard led the Pledge of Allegiance.

Public Communications: None

**CONSENT AGENDA ITEMS**

[Upon a motion by Director Vacio, second by Director Rickards, and vote \(unanimously in favor\), the Consent Agenda was approved with items #1, 3, 4, 5 and 6 being pulled for individual discussion.](#)

1. Approve the Minutes: Special Meeting of April 8, 2020  
At the April 8, 2020 Board Meeting, a vote was held to add an action item to the agenda to consider authorizing an additional \$150,000 be made available for the COVID crisis. Initially, Director Kiel voted “No” to adding the item to the agenda. After discussion under the Agenda Item, Dir. Kiel stated he was changing his original “No” vote [to put the item on the Agenda], to “Yes”. [Upon a motion by Director McKenna, second by Director Vacio, and vote \(unanimously in favor\), the minutes were approved as written.](#)
2. Approve Board Member Stipend Payments.
3. Approve Resolution 20-6 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for Fire Suppression and Emergency Services (Crest Area) for Fiscal Year 2020/2021.
4. Approve Resolution 20-7 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for Fire Protection and Emergency Medical Services (Bostonia Area) for Fiscal Year 2020/2021.

5. Approve Resolution 20-8 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Benefit Tax for the Provision of Advanced Life Support (Paramedic/Firefighter – Crest and Bostonia Area) Engines for Fiscal Year 2020/2021.
6. Approve Resolution 20-9 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Ordering the Levy of the Special Tax for Fire Suppression, Protection and Emergency Medical Response Services (Proposition E - Crest and Bostonia Area) for Fiscal Year 2020/2021.

Upon a motion by Director Raddatz, second by Director Nelson, and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor, Kiel opposed), Resolutions 20-6, 20-7, 20-8, and 20-9 were approved.

7. Approve Resolution 20-10 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Approving Designation Agent for Non-State Agencies for Obtaining Certain Federal Financial Assistance.

President Raddatz adjourned the meeting to Closed Session at 10:25 am.

## CLOSED SESSION AGENDA ITEMS

8. Closed Session – Conference With Labor Negotiator (§54957.6)  
Title: Fire Chief
9. 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 10:55 am with no action taken.

## ACTION AGENDA ITEMS

10. Amendment to Fire Chief's Employment Agreement – The Board of Directors may approve the amendments to the Fire Chief's Employment Agreement.
  1. Paragraph 1 regarding Employment and Paragraph 4 regarding Term shall be revised to extend the Agreement through October 31, 2024.
  2. Paragraph 2.1 regarding Annual Compensation shall be changed to reflect an annual base pay salary of \$194,000 per year effective the second pay period in April 2020.

Upon a motion by Director Ek, second by Director Rickards, and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor, Kiel opposed), amendments to the Fire Chief's Employment Agreement were approved.

11. Receive and File 2019 Audit Report in Accordance With the California Government Code – The Board of Directors will receive and file the District’s FYE 2019 audit report.

Upon a motion by Director Vacio, second by Director Nelson, and vote (unanimously in favor), receipt and filing of the 2019 Audit Report was approved.

## INFORMATIONAL AGENDA ITEMS

12. COVID-19 Update.

Chief Brainard shared that San Miguel personnel remain COVID-free and have been surveyed anonymously to allow employee feedback regarding their feelings toward being equipped with the tools and support they need while this global pandemic continues. Overall call volume is down approximately 10%, with crews reporting more calls in the evening than during the day.

13. Reports

- a. Committee Reports

Director Kiel attended the Heartland Training Facility meeting and shared that a 10-year lease of the facility was approved with the City of El Cajon. Rent paid will go towards maintenance and improvements to the facility.

Director Rickards shared that CSA 69 has no immediate plans to meet.

Director McKenna shared that the Finance Committee has met, with future meetings already scheduled, as they work diligently to go through the budget for next FY and plan for the future. There was also question and discussion pertaining to property taxes and the County’s disbursement of such funds.

- b. Directors’ Reports

None

- c. Chief’s Report

The last meeting’s Action Plan Recap included Director McKenna asking that the District look into upgrading station HVAC filters. 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.

- d. Association of San Miguel Firefighters Communications

Local 1434 President, Captain Jack Grogger, was in attendance but had to leave on a call.

- 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

Director McKenna requests follow-up on stand-alone air purification systems.

President Raddatz adjourned the meeting to Closed Session at 11:57 am.

## CLOSED SESSION AGENDA ITEMS

14. 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 12:50 pm with no action taken.

Director Raddatz adjourned the meeting at 12:51 pm.

Prepared and Submitted by:

*Shayna Rians*

Shayna Rians  
Board Recording Secretary