

**San Miguel Consolidated Fire Protection District
Special Meeting of the Board of Directors
Wednesday, April 13, 2022, 3:30 pm**

MINUTES

President McKenna called the meeting to order at 3:32 pm.

BOARD MEMBERS PRESENT Directors Ek, McKenna, Nelson, Pierce, Raddatz and Robles

BOARD MEMBERS ABSENT Director Muns

STAFF PRESENT Fire Chief Brainard and Administrative Officer/Finance Officer Harris

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Special Meeting of April 13, 2022, was posted at District Headquarters on Friday, April 8, 2022, at 5:00 pm.

Director Nelson led the Pledge of Allegiance.

PUBLIC COMMENT

None

AGENDA ITEMS

1. Board Financial Workshop

NHA Advisors presented information regarding financial strategies, including the lease revenue bond (private instead of using the public pension obligation bond structure). Consensus was given for staff to move forward with drafting loan-related documents.

ACTION PLAN RECAP

The next Board Meeting will be a Regular Meeting, April 13, 2022, 5:30 pm, District Headquarters

President McKenna adjourned the meeting at 4:44 pm.

Prepared and submitted by:

Shayna Rians

Board Recording Secretary

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
Wednesday, April 13, 2022, 5:30 pm**

MINUTES

President McKenna called the meeting to order at 5:31 pm.

BOARD MEMBERS PRESENT Directors Ek, McKenna, Muns, Nelson, Pierce, Raddatz and Robles

BOARD MEMBERS ABSENT None

STAFF PRESENT Fire Chief Brainard, Division Chief Browning, Battalion Chiefs Durrell and Quinlan, 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 April 13, 2022, was posted at District Headquarters on Friday, April 8, 2022, at 5:00 pm.

Director Pierce led the Pledge of Allegiance.

PUBLIC COMMENT

None

SPECIAL PRESENTATION

A badge-pinning ceremony was attended by friends and family for Engineer Delgadillo and Captain Hull.

CONSENT AGENDA ITEMS

Upon a motion by Director Robles, second by Director Pierce, and vote (unanimously in favor), the Consent Agenda was approved.

14. Approve the Minutes: Regular Meeting of March 9, 2022

15. Approve Board Member Stipend Payments.

ACTION AGENDA ITEMS

16. Station 21 Health & Safety Issue (Kitchen) – The Board of Directors may discuss and take action on moving forward with addressing health and safety issue for Station 21.

Division Chief Browning discussed the failing flooring at Station 21, including quotes received and what the repair work would entail.

Upon a motion by Director Pierce, second by Director Ek, and vote (unanimously in favor), funds for Station 21 repairs were approved.

INFORMATIONAL ITEMS

17. Key Performance Measures (KPMs) – The Fire Chief will present the quarterly KPMs for discussion.

Chief Brainard presented an update on the KPMs and provided a supplemental handout to the tables provided in the Agenda Packet. With Board consensus, these updates will now be semi-annual and will not be provided quarterly.

REPORTS

14. Committee Reports

Director Nelson shared the AdHoc Committee for Station 21 met with the representatives of the Mt. Helix Foundation.

15. Directors' Reports

Director McKenna shared that she, along with Chief and Director Pierce, met County Supervisor Fletcher during his recent visit to Headquarters/Station 15.

Director Nelson shared that he attended the St. Patrick's Day Parade and enjoyed seeing current and retired personnel.

16. Chief's Report

Action Plan Recap from March 9, 2022, Board Meeting

- NHA Board Workshop conducted this afternoon
- Resolution #22-05: Board-approved District electoral boundary adjustments was submitted
- Fire Chief and Board President to discuss the need for our Attorney to attend each board meeting
- 4 of 5 Prop E Oversight Committee members attended tours of Stations 18 & 19. The 5th Committee Member will be provided a make-up tour when her schedule allows. District email addresses and required harassment training module link has been sent to each member. Staff is setting an onboarding meeting and tour of Headquarters and providing relevant documents.

COVID

- Cases currently zero

Chaplain Randy Yenter

- Retired
- Chaplain George Helewa is now our Chaplain Lead

Significant Incidents

- March 26, 9095 Lemon St. motorhome fire extended into structure

FDIC August 23-29 Brainard/Browning

- Available by phone, emails
- No Cost to the District

Vacation - May 6-14

17. Association of San Miguel Chief Officers Communications

Battalion Chief Quinlan shared that the Training Division is digitizing documents and files. He also stated quarterly testing is ongoing for probationary firefighters and foresees more retirements/promotions/vacancies in the coming years.

18. Association of San Miguel Firefighters Communications

Captain Mike Hays shared that Local 1434 is playing in a softball tournament at the Santee Sportsplex April 30th. The Local is also coordinating a group Padres game on June 12th. If interested in attending either, please contact Hays via cell phone or email.

19. Correspondence

Chief Brainard shared two letters from Supervisor Fletcher – one thanking the District for the donation of the Fireblast Trailer, and another thanking the Chief and Directors for meeting with him to tour Headquarters and Station 15. The Chief also shared drawings and “thank you” letters from local students, and a letter from Senator Padilla acknowledging our commitment to wildland preparedness.

President McKenna adjourned the meeting to Closed Session at 6:34 pm.

CLOSED SESSION AGENDA ITEMS

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

21. Closed Session – Fire Chief’s Performance Evaluation

President McKenna reconvened the meeting to Open Session at 7:30 pm.

ACTION PLAN RECAP

- Key Performance Measures to be presented on a semi-annual basis moving forward
- A quarterly newsletter to be implemented with the help of Director Robles

*The next Board Meeting will be a Regular Meeting, **May 11, 2022, 5:30 pm**, District Headquarters*

President McKenna adjourned the meeting at 7:31 pm.

Prepared and submitted by:

Shayna Rians

Board Recording Secretary