



RANCHO SANTA FE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS MEETING AGENDA

Rancho Santa Fe FPD
Board Room – 18027 Calle Ambiente
Rancho Santa Fe, California 92067

March 15, 2023
1:00 pm PT
Regular Meeting

Public Comment: to submit a comment in writing, please email caccavo@rsf-fire.org and write “Public Comment” in the subject line. In the body of the email include the item number and/or title of the item as well as your comments. If you would like the comment to be read out loud at the meeting (not to exceed five minutes), please write “Read Out Loud at Meeting” at the top of the email. All comments received by 11:00 am will be emailed to the Board of Directors and included as “Supplemental Information” on the District’s website prior to the meeting. Any comments received after 11:00 am will be added to the record and shared with the members of the Board at the meeting.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 858-756-5971 ext. 1014. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Manager of Finance and Administration’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours.

Packet documents are also posted online at www.rsfire.org.



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

March 15, 2023

Call to Order

Pledge of Allegiance

Roll Call

1. Motion waiving reading in full of all Resolutions/Ordinances

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

2. Consent Calendar

- a. Board of Directors Minutes

- Board of Directors minutes of February 15, 2023

ACTION REQUESTED: **Approve**

- b. Receive and File

- Monthly/Quarterly Reports

- (1) List of Demands Check 36028 thru 36115, Electronic File Transfers (EFT), and Wire Transfer(s) for the period February 2023 totaling:

\$ 524,096.81

Wire Transfer(s) period February 2023 \$ 1,355,591.42

Payroll for the period February 2023 \$ 692,059.89

TOTAL DISTRIBUTION \$ 2,571,748.12

- (2) Grant Recap as of March 10, 2023

- (3) Activity Reports – February 2023

(a) Operations

(b) Training

(c) Fire Prevention

ACTION REQUESTED: **Receive and File**

- c. Grant Funding - Rancho Santa Fe Fire District Foundation (RSFFDF) Station 6 Grant Funding

To discuss and/or accept grant funding from the RSFFDF for Station 6 remodel. [Staff Report 23-06](#)

ACTION REQUESTED: **Approve and Accept Funds**

2. Presentations

- a. Rancho Santa Fe Fire District Foundation (RSFFDF)

3. Public Comment

- a. Baron "Barry" Willis, candidate for LAFCO



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting

March 15, 2023

4. New Business
 - a. Information Technology (IT) Vendor
To discuss and/or authorize the Fire Chief to execute new IT contract with LANSolutions. [Staff Report 23-07, LANSolutions Managed Services Proposal, DRAFT LANSolutions Professional Services Agreement](#)
ACTION REQUESTED: **Approve and Authorize Fire Chief to Execute Contract**
 - b. Local Agency Formation Commission Ballot
To discuss and/or authorize the President to cast the ballot on behalf of the District to elect a regular and alternate special district member on the Local Agency Formation Commission (LAFCO) [Ballot and Certification Form with Resumés](#)
ACTION REQUESTED: **Authorize President to Cast Ballot**
5. Resolution/Ordinance - None
6. Oral Report
 - a. Fire Chief
 - b. Operations
 - c. Training
 - d. Fire Prevention
 - e. Human Resources, Finance & Board Clerk
 - a. Board of Directors
 - I. North County Dispatch JPA – Update
 - II. County Service Area – 17 – Update
 - III. Rancho Santa Fe Fire District Foundation - Update
 - IV. Director Comments
7. Adjournment
The next regular meeting Board of Directors meeting to be April 19, 2023, in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

CERTIFICATION OF POSTING

I certify that on March 10, 2023 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on March 10, 2023:

Alicea Caccavo
Board Clerk

Rancho Santa Fe Fire Protection District

Regular Board of Directors Meeting

Minutes February 15, 2023



These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm.

Pledge of Allegiance

Battalion Chief Luke Bennett led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Stine, Hillgren, Malin, Tanner

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Training Battalion Chief Luke Bennett, Fire Marshal Marlene Donner; and Manager, Finance & Administration/Board Clerk Alicea Caccavo

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

Change to Agenda:

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to allow for the Public Comment to go before the Virtual Presentation on the agenda.

1. Public Comment

- a. Barry Willis of Alpine Fire Protection District & Ross Pike of North County Fire Protection District – *Addressed the board to request support in voting for seat on the Local Agency Formation Commission (LAFCO).*

2. Virtual Presentation

- a. Bob Schull, Director – Investment Advisory Services, of Public Trust Advisors on California Class Investments
Presented to the board of directors, CA Class, an investment opportunity specific to governing bodies.

3. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

4. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar as presented.

a. Board of Directors Minutes

Board of Directors minutes of January 18, 2023

b. Receive and File

Monthly/Quarterly Reports for the period of: January 2023

- 1) List of Demands Check 35932 thru 36027, Electronic File Transfers (EFT), and Wire Transfer(s)
totaling: \$ 325,204.11
Wire Transfer(s) expenditures: \$ 319,397.13
Payroll expenditures: \$ 765,225.76
TOTAL DISTRIBUTION \$ 1,409,827.00



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting Minutes

February 15, 2023

- 2) Grant Recap
- 3) Activity Reports – January 2023
 - a. Operations
 - b. Training
 - c. Fire Prevention
 - d. Correspondence - letters/cards were received from the following members of the public:
 - None

5. Old Business

a. Financial Reserves & Investments

To discuss and/or approve the reserves levels and funding impacts and to give direction on investment options. Reserve Balance Report

Finance Committee member Director Malin reported to the board that the recommendation by the committee is to pause on sending more funds to CalPERS this year. The board reviewed the reserve report presented and staff answered questions.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the reserve balance schedule presented and to invest with CA Class by a roll call vote:

AYES:	Ashcraft, Hillgren, Malin, Stine, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	None

6. New Business

a. Class & Comp for Administrative Positions

To review and approve the recommendations from the class and compensation report. Staff Report 23-05, Exhibit A

Manager Caccavo reported that a third party, CPS Consulting, was hired to execute a class and compensation study on the current financial positions. The recommendation is to increase the salary bands by 5% and to add a journey level band for the Accounting Specialist for succession planning.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the salary band increases by 5% and to include a journey level band for the Accounting Specialist position by a roll call vote:

AYES:	Ashcraft, Hillgren, Malin, Stine, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	None

7. Resolution/Ordinance

a. Resolution No. 2023-02

To adopt the Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District amending the Fair Political Practices Commission's Standard Conflict of Interest Code and Candidate Disclosure Statement and Repealing Resolution No. 2020-11

Manager Caccavo reported this revision to the resolution is to include all conflict of interest positions to be completed electronically to the Clerk of the Board of Supervisors, not just the Director positions.



Rancho Santa Fe Fire Protection District Board of Directors

Regular Meeting Minutes

February 15, 2023

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to adopt Resolution 2023-02

8. Oral Report

- a. Fire Chief: Chief McQuead reported that staff interviewed potential Information Technology (IT) vendors and will bring recommended vendor, LANsolutions, contract to the regularly scheduled meeting in March 15th.
- b. Operations: Chief Slattery reported that for our staffing vacancy at the Captains rank, Chase Cantrell was promoted; and Josh Guzman was promoted Engineer rank. Next week FF/PM testing for two positions to fill the expected vacancies; anticipated mid-April to start with the academy. North Zone testing will begin for the B/C level in May. Setting up a B/C academy for any interested which includes all the Leadership to present and there are 5 confirmed attending. Reported on the recent call volume. Chief Slattery presented pictures from FF/PM Aaron Frazee and video from the Qualcomm training.
- c. Training: Chief Bennett reported and explained the training maneuvers recently executed. 1,338 individual hours logged for training online. Chief Bennett presented pictures of probationary firefighters doing 2nd Quarter manipulative tests and EMS skills. He reported on training for cyber security for all employees. Manager Caccavo added that Leadership staff utilizes Station 2 for training for the LCW Consortium which we are a member with other local fire agencies.
- d. Fire Prevention: Fire Marshal Donner reported meeting with and collaborating with the RSF Association. Fire Marshal Donner explained about new materials and the palm tree infestation. Barry Estates are flipping homes and adding square footage without County review; RSFFPD is forwarding these to County for approval. Reviewing the Knox boxes in the district. Expect changes to the board report for more clarification. Belmont plans have been received for care facility in 4s Ranch; anticipate approximately \$40k for plan review; benefit fee will be 5 units = 1 unit. Questhaven project with 76 single family homes and a new restaurant downtown also expected.
- e. Administration – Finance & HR Manager Caccavo reported Form 700 need to be completed. Due to a negotiations/costing class by LCW, Manager Caccavo will not be present for the March board meeting. Surgery scheduled for 3/21/2023.
- f. Board of Directors
 - i. North County Dispatch JPA – Director Ashcraft reported that next meeting is 2/22/2023.
 - ii. County Service Area – 17 – Director Hillgren reported that next meeting on 5/2/2023 and confirmed Director Stine will be attending. Medicaid payments will be going up \$600 for ambulatory charges; AMR contract starts 4/1/2023 will result in expenses going up. EFF/HG will have at least partial ambulatory coverage. Governor order for health care ends 2/28/2023. EMS 5-year Strategic Plan can be found online; this is the “Love your Heart Week;” EMS added 6 people to the roster. Scripps Encinitas was most used hospital in the area.
 - iii. Comments:
Malin: None
Stine: None
Tanner: None
Hillgren: None

9. Closed Session

None



Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting Minutes

February 15, 2023

10. **Adjournment**

Meeting adjourned at 3:11pm

Alicea Caccavo
Board Clerk

James H. Ashcraft
Board President

Check No.	Amount	Vendor	Purpose
36028	\$250.00	A to Z Plumbing Inc	Building RSF6
36029	\$408.15	Aair Purification Systems	Building RSF4
36030	\$740.00	Accme Janitorial Service Inc	Building Admin
36031	\$513.50	Advanced Communication Systems Inc	Radios
36032	\$210.91	AT&T	Utilities: RSF1, RSF2, RSF3
36033	\$23,204.47	Build Masters Construction	Remodel
36034	\$1,711.00	C.A.P.F.	Disability Ins Short & Long
36035	\$915.00	California's Own Native Landscape De	Building RSF6
36036	\$250.00	Campbell, Colton	CSA-17 Contract
36037	\$550.00	Cantrell, Chase	CSA-17 Contract; Education/Training
36038	\$2,370.00	Cielo Village Partners LP	Building Admin
36039	\$568.26	Cox Communications	Utilities RSF5
36040	\$9,371.00	Direct Energy Business-Dallas	Utilities RSF1
36041	\$130.88	Dish	Utilities RSF6
36042	\$547.81	EDCO Waste & Recycling Inc	Utilities RSF5
36043	\$845.84	FireHouse Boards	Remodel
36044	\$2,954.50	Industrial Commercial Systems, Inc.	Building: Admin, RSF2, RSF4, RSF5, RSF6
36045	\$1,619.32	L N Curtis & Sons Inc	Rescue Equipment
36046	\$1,625.30	Mario's Auto Body	Apparatus: Repair
36047	\$338.39	MES California	SCBA
36048	\$1,925.15	Olivenhain Municipal Water District	Utilities: RSF2, RSF4
36049	\$100,000.00	Rancho Santa Fe Fire Protection Dist	Interfund Transfer
36050	\$510.34	Rincon Del Diablo Municipal Water Di	Utilities RSF5
36051	\$1,342.00	Robert Half International	Temporary Labor
36052	\$3,112.25	SC Commercial LLC	Fuel: Gasoline & Diesel
36053	\$45.00	The American Institute of Profession	Subscriptions & Memberships
36054	\$18,396.71	U S Bank Corporate Payment System	Cal-Card./IMPAC program
36055	\$3,070.53	Verizon Wireless	Cellular; CSA-17 Contract
36056	\$2,463.78	Waste Management Inc	Utilities: RSF1, RSF2, RSF3, RSF4
36057	\$9,132.81	Interior Technique Flooring	Remodel
36058	\$392.25	AT&T Calnet 2/3	Utilities: Admin, RSF1, RSF3
36059	\$124,945.68	Build Masters Construction	Remodel
36060	\$8,810.00	CA Special Districts Association	Subscriptions & Memberships
36061	\$100.00	CCAI	Subscriptions & Memberships
36062	\$355.50	Door Service & Repair Inc	Building Admin
36063	\$397.50	E7 Systems LLC	Consulting Services - Prevention

Check No.	Amount	Vendor	Purpose
36064	\$131.88	EDCO Waste & Recycling Inc	Utilities RSF6
36065	\$270.52	Entenmann-Rovin Co Inc.	Uniforms
36066	\$430.55	Home Depot, Inc	Remodel
36067	\$2,162.69	Industrial Commercial Systems, Inc.	Building: Admin, RSF3
36068	\$525.00	K & M Pest Solutions	Building: Admin & All Stations
36069	\$19,826.01	Knox Company Inc	CSA-17 Contract
36070	\$404.95	Lava Propane, LLC	Utilities RSF6
36071	\$18,068.54	North County EVS Inc	Apparatus: Scheduled; Apparatus: Repair; Suppression - Conf/Seminars
36072	\$7,895.64	Olivenhain Municipal Water District	Utilities: RSF3, RSF4
36073	\$179.50	Race Telecommunications, Inc	Utilities RSF1
36074	\$92.00	San Diego Union-Tribune, LLC	Subscriptions & Memberships
36075	\$2,980.93	SC Commercial LLC	Fuel: Gasoline & Diesel
36076	\$845.11	SDG&E	Utilities RSF6
36077	\$435.90	Shred it Stericycle	Office Expenses
36078	\$800.00	Streamline	Website Redesign
36079	\$233.76	VectorSolutions	Scheduling (Crewsense)
36080	\$1,295.00	Western Fire Protection	Building RSF3
36081	\$7,500.00	WinTech Computer Services	Consulting Services
36082	\$134.42	Airgas Inc	SCBA
36083	\$74.19	AT&T	Utilities RSF6
36084	\$1,680.78	AT&T Calnet 2/3	Utilities: Admin, RSF2, RSF3, RSF4, RSF6
36085	\$175.00	California Society of Municipal Fina	Subscriptions & Memberships
36086	\$5,821.22	Charter Communications Holdings, LLC	Utilities: Admin, RSF4
36087	\$3,549.50	County of SD/RCS	Dispatching; 800 MHz Network Admin Fees
36088	\$480.00	Fitch Law Firm Inc	Legal Services
36089	\$513.37	Industrial Commercial Systems, Inc.	Building RSF1
36090	\$93.96	Konica Minolta Business Inc	Copier Maintenance Contract
36091	\$52,066.85	L N Curtis & Sons Inc	Apparatus: Tools
36092	\$699.00	O'Gorman, Greg	Suppression - Conf/Seminars
36093	\$425.00	Police & Fire Psychology, APC	New Hires & Backgrounds
36094	\$970.00	Roman, Paul	Suppression - Conf/Seminars
36095	\$120.00	RSF Mail Delivery Solutions	Office Expenses
36096	\$785.90	Santa Fe Irrigation District	Utilities RSF1
36097	\$3,864.41	SC Commercial LLC	Fuel: Gasoline & Diesel
36098	\$19,918.57	SDG&E	Utilities: Admin, RSF1, RSF2, RSF3, RSF4, RSF6
36099	\$934.00	SoCal PPE, LLC	PPE

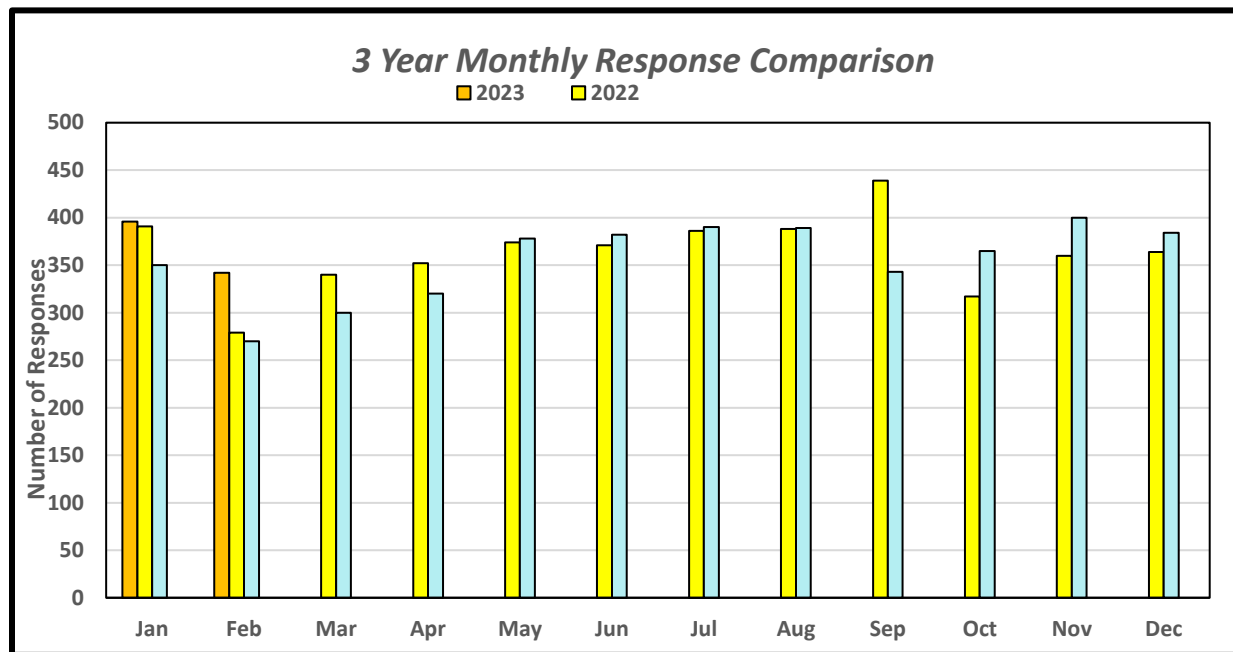
Check No.	Amount	Vendor	Purpose
36100	\$2,250.51	ThyssenKrupp Elevator Inc	Elevator
36101	\$3,664.24	Uniforms Plus	Uniforms
36102	\$1,703.08	Waste Management Inc	Utilities RSF2
36103	\$215.05	AT&T	Utilities RSF5
36104	\$398.21	AT&T Calnet 2/3	Utilities RSF6
36105	\$251.96	Bound Tree Medical LLC	CSA-17 Contract
36106	\$116.99	Charter Communications Holdings, LLC	Utilities Admin
36107	\$6,528.10	Eide Bailly LLP	Consulting Services - Financial
36108	\$1,777.88	Erik M. & Christina M Bessel DBA Spo	Uniforms
36109	\$310.32	Fire ETC Inc	Apparatus
36110	\$25.84	Griffin Hardware Co.	Station Supplies
36111	\$9,527.71	L N Curtis & Sons Inc	Rescue Equipment
36112	\$5,021.50	Liebert Cassidy Whitmore	Legal Services; FLSA Litigation
36113	\$387.51	Olivenhain Municipal Water District	Utilities RSF6
36114	\$6,112.98	SC Commercial LLC	Fuel: Gasoline & Diesel
36115	\$485.48	Shred it Stericycle	Office Expenses
EFT000000000818	\$71.83	Havens, Burgen	Admin - Conf/Seminars
Various	\$4,739.64	Medical Reimbursements	
	\$524,096.81		
ACH Transfer	\$1,083,308.20	CalPERS	UAL/ADP
ACH Transfer	\$182,001.70	CalPERS	January 2023 Retirement
ACH Transfer	\$90,281.52	CalPERS	March 2023 Health
Subtotal	\$1,355,591.42		
2/15/2023	\$287,151.37	Payroll	
2/28/2023	\$404,908.52	Payroll	
Subtotal	\$692,059.89		
Total	\$2,571,748.12		

RSF Grant Re-Cap

Status	Date Submitted	Agency/Grantor Name	Description / Items Requested	Amount Requested	Total Received	Notes:
ACTIVE	9/30/2021	FEMA	Covid Forced Labor OT	\$ 93,084.25		RFI completed 8/2022. Under eligibility review.
ACTIVE	9/7/2021	UASI FY19	Rescue Systems 1	\$ 7,705.26		2/7/23 - On follow up, UASI had no record of submission. Resubmitted application.
ACTIVE	7/6/2022	UASI FY20	Training; L-954 Course	\$ 17,000.00		2/7/23 - On follow up, UASI had no record of submission. Resubmitted application.
ACTIVE		UASI FY21	Fresno Symposium & Rescue Systems 1	\$ 15,196.00		4/8/22 Approved. Pending disbursement.
ACTIVE		UASI FY22	Fresno Symposium	\$ 15,000.00		Pending approval.
ACTIVE	9/29/2022	UASI FY23	Training	\$ 89,098.86		Pending approval.
ACTIVE	8/1/2022	Coastal Conservancy	Escondido Creek/San Marcos Defensible Space/Roadway Clearance	\$ 325,864.00	\$325,864.00	Elfin Forest/Harmony Grove Clean Up; Collaborating w/UrbanCorp, San Marcos Fire and Escondido Fire; 3 year grant - 1/2023-12/2025; Financials going through UrbanCorp.
ACTIVE	5/12/2020	FEMA	Vegetation Management	\$ 18,000.00	\$ 170,000.00	Check received. Utilizing funds for Via Ambiente Roadway Clearance; Work completed and payment in process.
AWARDED	10/15/2021	CSDA (CA Special Districts)	COVID-19; Staffing and Supplies	\$ 6,163,371.00	\$ 1,154,981.00	Check received. Audit in progress.
CLOSED	1/30/2021	OTS	Struts, Airbags, Circ. Saw (Extrication)	\$ 15,181.23	\$ 15,181.23	Check received; Final Quarterly report provided to OTS. Process is officially closed.
CLOSED	6/1/2022	SD Regional Fire Foundation	Mental Health Program Support	\$ 3,000.00	\$ 3,000.00	Check received. Presentation given at prior Board Meeting. Process is officially closed.
CLOSED	3/11/2021	DEPT OF THE TREASURY (ARPA)	COVID-19 Recovery Funds	\$ 329,000.00	\$ 329,000.00	5/12: All documentation submitted to County & approved; Check received. Process is officially closed.
CLOSED	3/31/2022	RSF Association	Firefighter of the Year Award	\$ 750.00	\$ 750.00	Nathan Sanford accepted. Process is officially closed.
RSF Fire District Foundation						
	12/7/2021	RSF Foundation	Forcible Entry	\$ 8,905.00	\$ 8,905.00	(1) Multi-Force Door (Forcible Entry Door Simulator).
	9/21/2021	RSF Foundation	GIA Wellness	\$ 8,537.50	\$ 8,537.50	50/50 split with the District for pendants, cell guards for Staff and harmonizers for each facility.
	8/19/2021	RSF Foundation	UVC Air Disinfecting	\$ 1,000.00	\$ 1,000.00	10 UVC LED Disinfecting Air Purifiers.
	8/19/2022	RSF Foundation (Sharon McDonald)	E-Hydraulic Extrication Tools	\$ 50,000.00	\$ 50,000.00	Hydraulic Extrication Tools.
	2/22/2023	RSF Foundation	Station 6 Improvements	\$ 203,000.00		Application submitted.
						Change since previous re-cap

Rancho Santa Fe Fire Protection District Operations Report

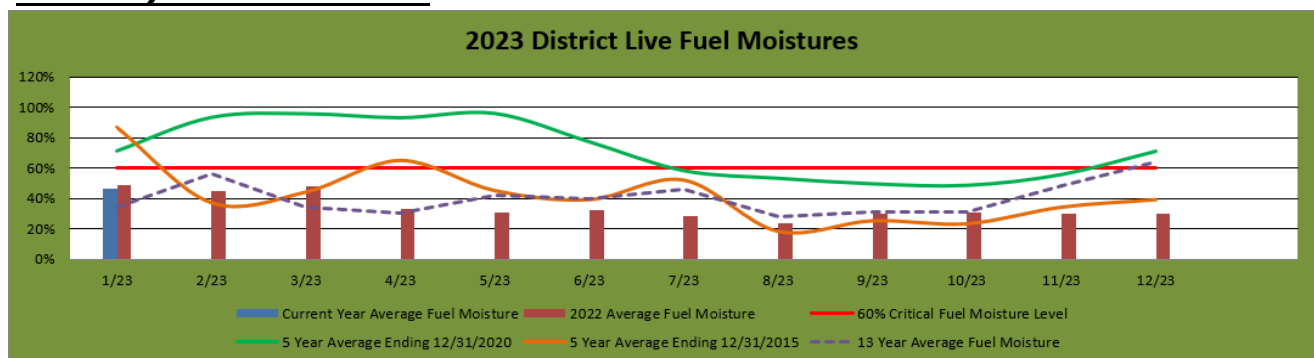
March 2023



3 Year Call Volume Tracker:

2023		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	396	342											738
	YTD	396	738											
2022		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	391	279	340	352	374	371	386	388	439	317	360	364	4,361
	YTD	391	670	1010	1362	1736	2107	2493	2881	3320	3637	3997	4361	
2021		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses
	Responses	350	270	300	320	378	382	390	389	343	365	400	384	4,271
	YTD	350	620	920	1240	1618	2000	2390	2779	3122	3487	3887	4271	

Monthly Fuel Moisture:



Rancho Santa Fe Fire Protection District Operations Report

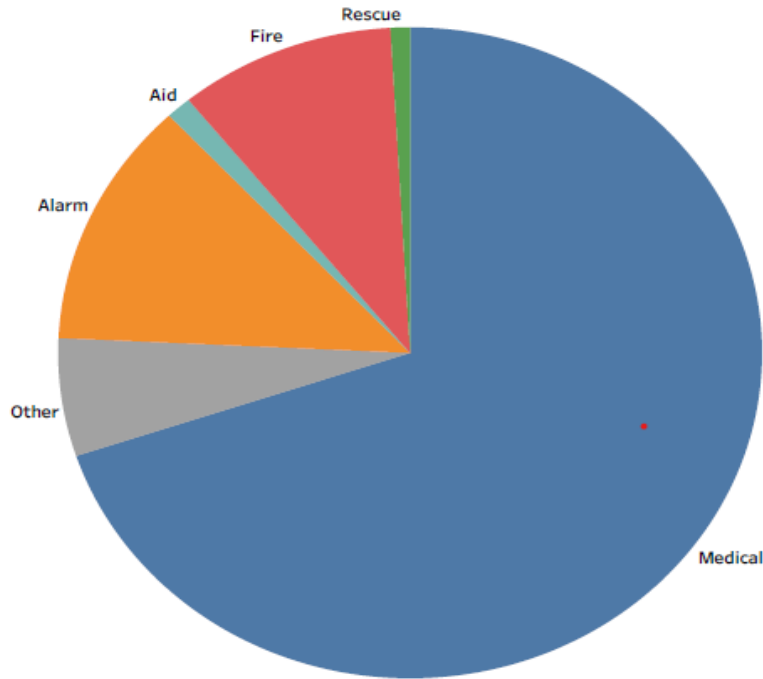
March 2023

Monthly Incidents

Assigned Incidents for RANCHO SANTA FE FPD
February 2023

Agency
RANCHO SANTA FE FPD

Month and Year
February 2023



Medical	239 incidents / 69.88%
Fire	34 incidents / 9.94%
Alarm	42 incidents / 12.28%
Aid	4 incidents / 1.17%
Rescue	3 incidents / 0.88%
Other	20 incidents / 5.85%
Grand Total	342 incidents / 100.00%

Problem Category

- Medical
- Other
- Alarm
- Aid
- Fire
- Rescue

Assigned incidents for all RANCHO SANTA FE FPD units.

Significant Incidents:

Date:	Incident:	Units Assigned:
2/19/2023	Vehicle Fire w/ fatality - Via de La Valle	B261, E261, E263, M261

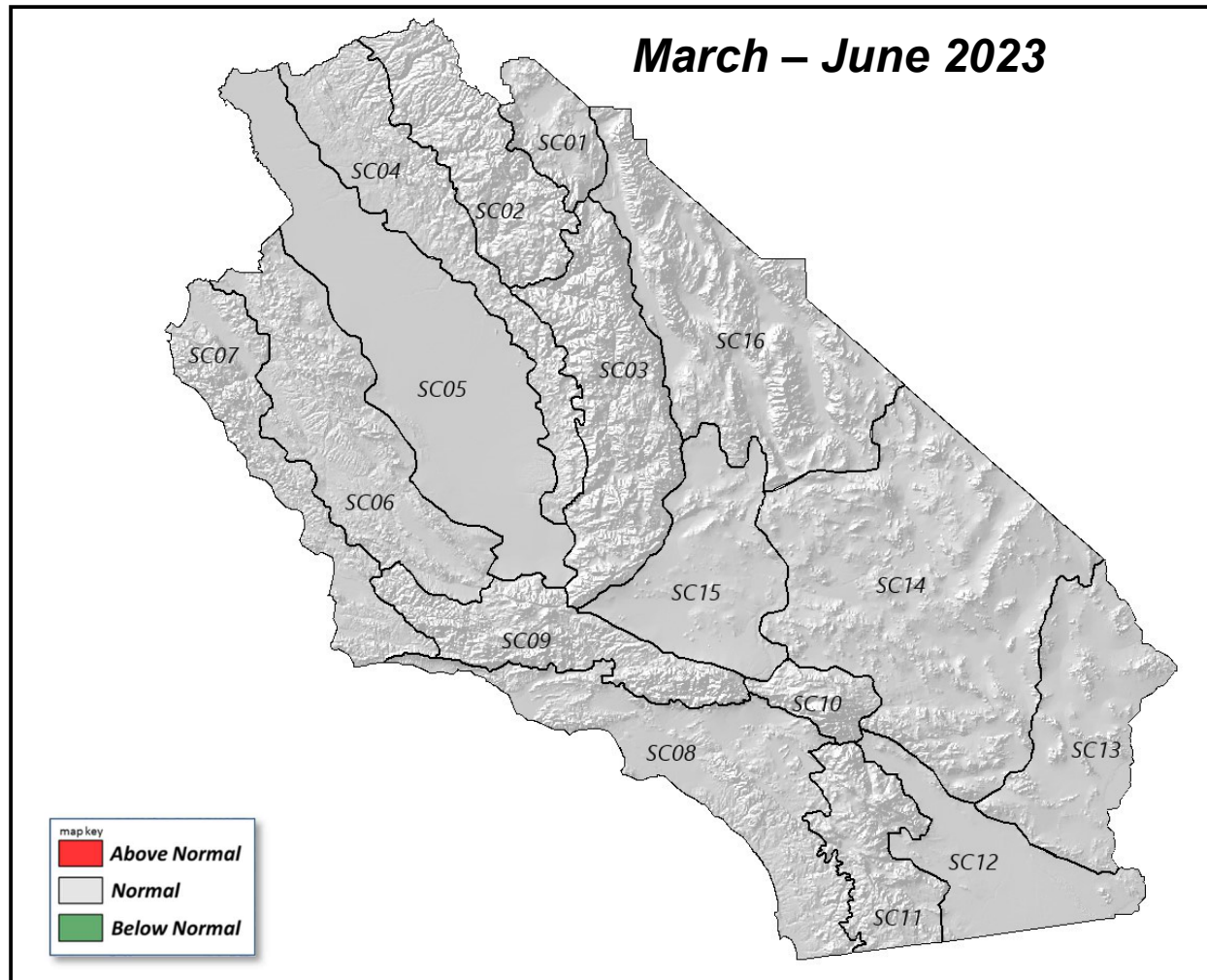
Covid-19 Agency Status:

	Positive
Fire Suppression Personnel	0
Administration and Prevention	0

MONTHLY/SEASONAL OUTLOOK

ISSUED: MARCH. 1, 2023 VALID: MARCH – JUNE, 2023

4-Month Significant Fire Potential:



March – June 2023 Highlights:

- La Niña is waning and ENSO will likely be neutral or slightly above normal by June.
- Temperatures will likely average above normal April - June.
- Near normal precipitation expected the rest of the winter “rainy season.”
- Near to below normal number of offshore wind events this spring.
- Near normal large fire potential next few months. Possible spike in grass fires in May once seasonal grasses cure.

Weather Discussion

In contrast to the previous 2 months, February started off quite dry across the state. A high pressure ridge extending from the Central Pacific into Gulf of Alaska edged eastward toward the California coast in late January which served to deflect most storms to the north and northeast of the district until mid-February.

During this time, several cutoff, inside slider-type of storms descended into the Great Basin, resulting in light to moderate offshore winds. While it was quite windy at times, the winds were not accompanied by warm temperatures and maximum temperatures for February finished below normal once again.

At the end of February, the ridge once again retreated westward which opened the West Coast to several cold and strong storm systems. One especially strong storm arrived February 24th and 25th, battering the Geographic Area with strong winds, heavy rain and high elevation snows. Rainfall from this storm ranged from 2-5 inches from Fresno and San Luis Obispo County southward with amounts close to 10" near the Ventura County Mountains. Snow was measured in feet above 4,500 feet in Southern CA, making this storm the biggest snow producer since 2019 for most of the local mountains.

Fig 1: Feb. 2023 Departure from Av. Temp.

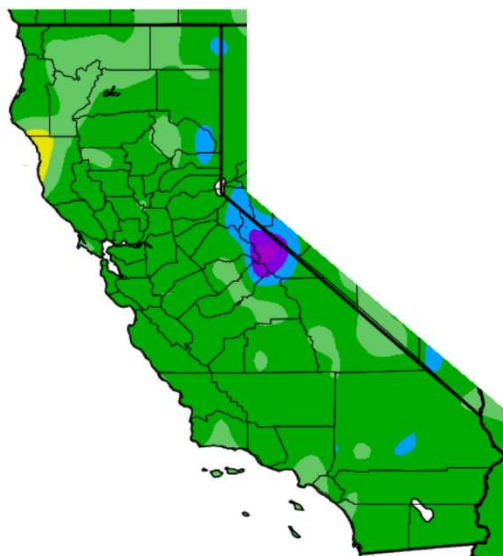


Fig 2: Oct. 2022 – Mar. 1, '23 Precipitation (% of Ave.)

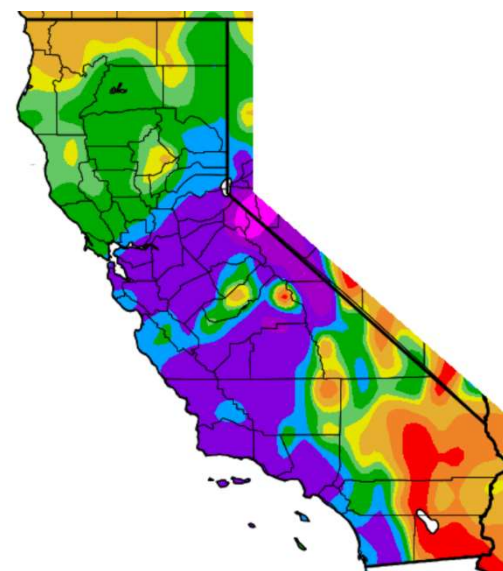
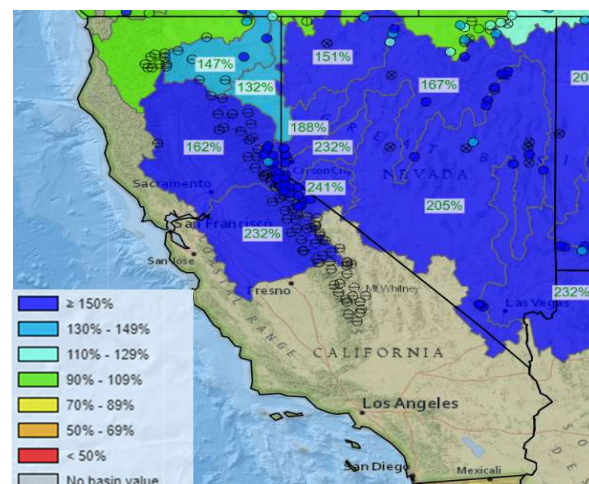


Fig 3: Basin Av. % Snow water equivalent (SWE), March 1, 2023



MONTHLY/SEASONAL OUTLOOK

ISSUED: MARCH 1, 2023 VALID: MARCH – JUNE, 2023

Fuels Discussion

The heavy precipitation occurring in December and January during the coldest part of the year allowed the moisture to penetrate soils very efficiently as there was little in the way of sun or heat to lead to evaporation.

The moisture allowed a robust grass crop to develop across lower elevations. The new grass is up to 2-3 feet high in warmer locations of Southern CA. Native brush and shrub are exhibiting new growth and some flowering is visible in brush as well as seasonal smaller fuels. There was a bit of drying of some grasses on south aspects in open areas prior to the rains of late February. But the recent heavy, widespread rain should keep fuels for curing for at least another month.

Snowpack totals climbed to well above normal levels across the Sierras with snow water equivalent (SWE) figures close to 150% over most watersheds of Central CA. There was some melting in the middle of February during a brief warm spell, but the strong storms centered on the 24th erased these losses quickly.

Drought conditions have been alleviated in many areas according to the California Water Watch. Only the eastern deserts and lower elevations of the San Joaquin Valley and adjacent areas are seeing drought in the 12-month SPEI scale. Later versions of the Drought Monitor will undoubtedly show vast improvements in drought intensity outside the deserts.

Fig 4: Drought Monitor Feb 23rd, 2023

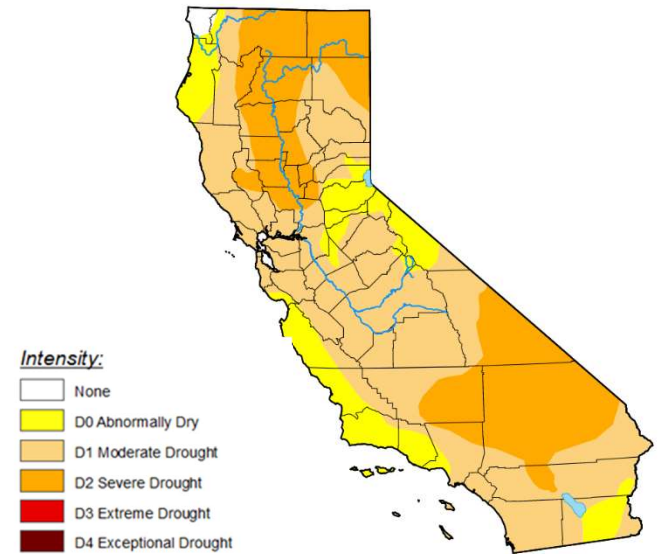
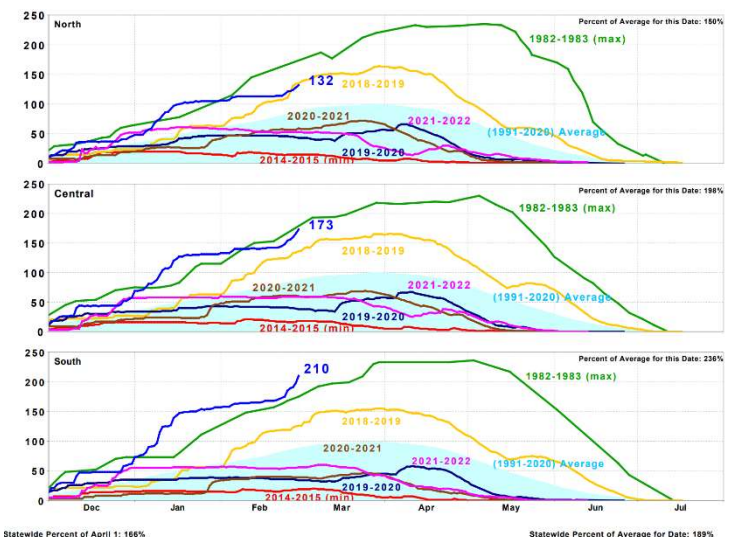


Fig 5: Sierra SWE content, % of Average, Mar. 1, 2023



MONTHLY/SEASONAL OUTLOOK

ISSUED: MARCH. 1, 2023 VALID: MARCH – JUNE 2023

SOUTH OPS OUTLOOK

Large fire potential is expected to remain at a near normal level for the next several months. In the more immediate timeframe, recent rains should keep live fuels with well above normal fuel moisture. Dead fuels – especially larger diameter fuels – should retain moisture through the end of March.

Longer range models including the NMME and the NCEP CFSv2 are showing near normal amounts of precipitation for April and May which may be an indication of the “winter rainy season” winding down in a usual manner. Thus, precipitation this spring should closely follow climatological trends with seasonal rainfall slowly decreasing in late March and early April. A “flash drought” following a rainy winter such as the conditions experienced a few years ago is not expected this year.

The Eastern Pacific is still in a La Nina condition as part of the ongoing 3-year negative ENSO. But temperatures are trending warmer overall, including the Nino 3.4 region which may lead to neutral ENSO indices by the late spring. It is a bit soon to place much confidence in the monsoon forecast, but most indications are that summer thunderstorms should begin at the usual time in late June/early July. A repeat of last year’s very wet monsoon season is not expected.

Offshore wind events should occur at a near to perhaps a bit below normal rate this year. The jet stream should be weaker this spring due to less temperature contrast in the Pacific compared to recent springs. This may keep the number of cold air intrusions to our east fewer in number than usual which would, in turn, lessen the primary driving force of offshore winds.

There may be a spike in grass fire activity this year compared to recent seasons by late April or early May. There may be periods of moderate IA once this year’s heavy seasonal grasses cure out, but with the expectation of less wind than usual, many of these fires should be handled by local resources. Little, if any, fire activity is expected over 7,000 feet throughout the spring due to the current heavy snowpack. Therefore, given these factors, large fire potential and resource demand should be near normal levels this March – June.

MONTHLY/SEASONAL OUTLOOK

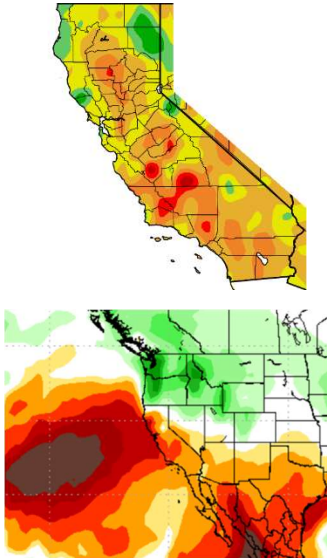
ISSUED: MARCH 1, 2023 VALID: MARCH – JUNE, 2023



References:

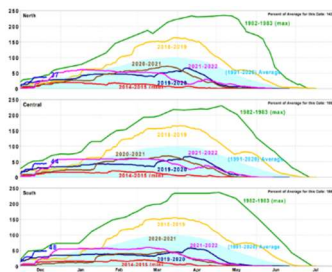
Climate Maps:

<https://calclim.dri.edu/pages/anommaps.html>



North American Multi Model Ensemble:

<https://www.cpc.ncep.noaa.gov/products/NMME/monanom.shtml>



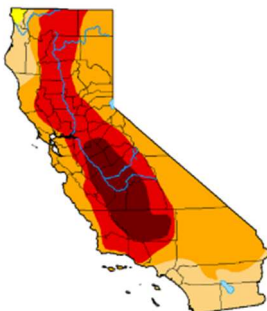
Sierra Average Snowpack:

http://cdec.water.ca.gov/reportapp/javareports?name=PLOT_SWC



National Water and Climate Center:

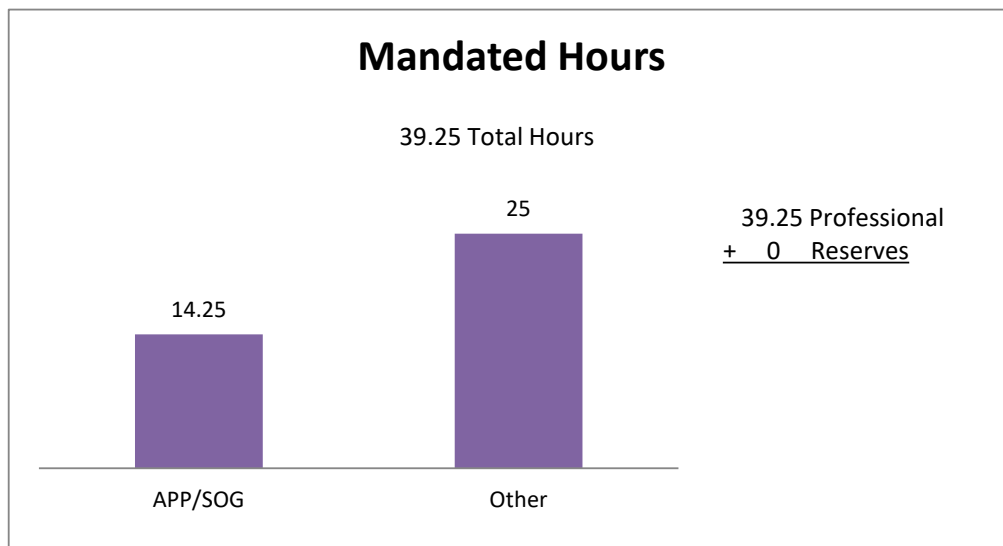
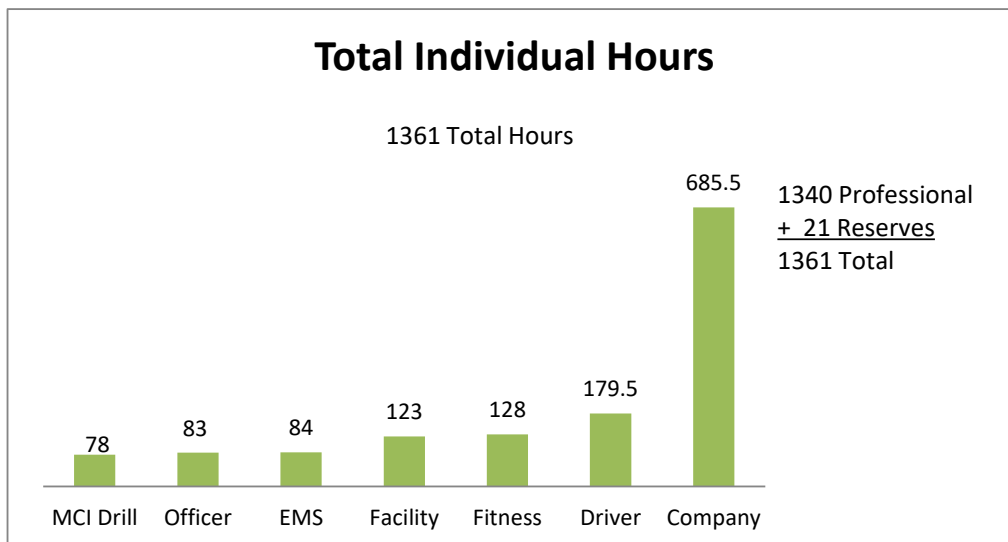
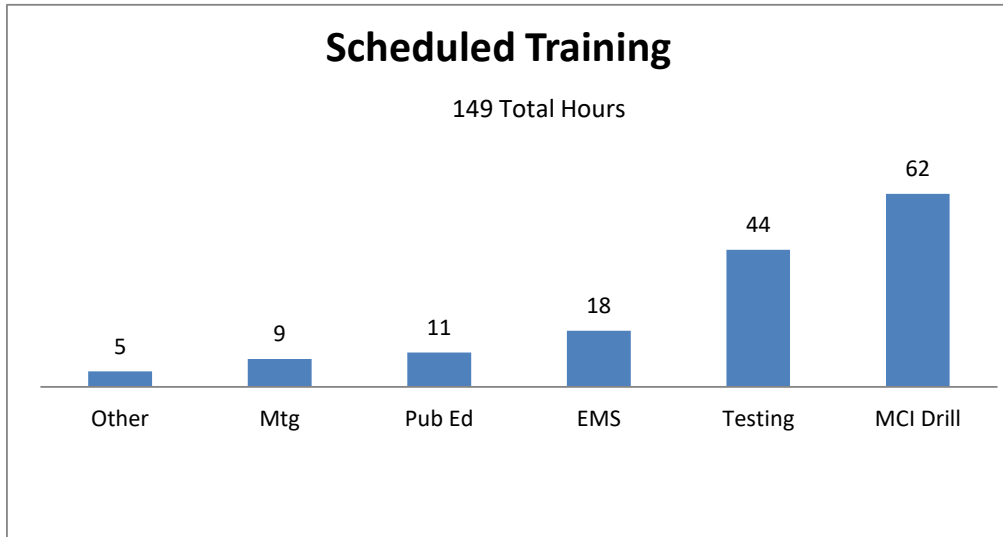
<https://www.nrcs.usda.gov/wps/portal/wcc/home/>



National Drought Monitor:

<https://droughtmonitor.unl.edu/>

Training Division
February 2023



See next page for descriptions.

Training Division - Descriptions

Scheduled Training

Training hours are planned annually. This is to maintain a well organized year and to help the firefighters be successful with the hours required by Federal, State, Local.

Total Individual Hours - 6 Subjects

Subject	Definition	Examples
Company	Documentation of all Company Training that is not Driver, Officer, Haz-Mat, or Facility Training.	Aerial Ladder, Hose, Ladders, Physical Fitness, SCBA, Technical Rescue, Ventilation, etc.
Driver	This is for documenting Driver Training hours. Per ISO standards employees considered a "Driver" will be required to complete 12 hours of Driver Training annually. You can use this same form to record Driver Training hours for Non-Drivers and it will be counted towards Company Training.	Apparatus Inspections & Maintenance, Basic Hydraulics, Defensive Driving, Maps, Driving Heavy Vehicles, Etc.
Facility	This is live training conducted at an approved site. For the location to be approved it must have at least two acres on the property, a three story tower, and a burn facility. It is also important to note that the training must not just occur on the approved site, but the facility itself must be used. If your users are just sitting in a classroom at an approved site, this cannot count towards facility hours and the completion would need to be applied elsewhere. However, if the classroom portion was followed by utilization of the facility, the entire time could count towards Facility Training.	Company Evolutions, NFPA 1410 Driver/Operator, NFPA 1002 Fire Officer, NFPA 1021 Firefighter Skills, NFPA 1001 Hazardous Materials, NFPA 472 Live Fire, NFPA 1403 Other NFPA Fire Based Training
HazMat	This is for documenting Hazardous Materials Training hours. Per ISO standards all firefighters are required to complete 6 hours of Hazardous Materials Training annually.	DOT Guidebook Review, Decontamination Procedures, First Responder Operations, Etc.
Officer	Per ISO standards employees considered a "Officer" will be required to complete 12 hours of Officer Training annually. You can use this same form to record Officer Training hours for Non-Officers and it will be counted towards Company Training.	Dispatch, General Education, Meetings, Orientation, Exam, Management Principles, Personnel, Promotional, Public Relations, Etc.
EMS	EMS is not tracked or required by Insurance service Organization for Rating. EMS Continuing Education is tracked for recertification of Paramedics (48/2yrs) and EMT (24/2yrs).Through Emergency Service Medical Administration (EMSA).	Continuing Education and SIMS

Mandated Hours

Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.

PLAN REVIEWS					
Plan Type	# of New Reviews	# of Resubmittals	Approved New SQFT (Mit Fees)	SQFT Reviewed (No Mit Fees)	Total SQFT Reviewed
New Residential	9	10	842	92299	93141
Residential Additions/Remodels	11	4	9242	40774	50016
New Commercial	0	0	0	0	0
Commercial T.I.	4	0	0	6234	6234
Tents/Special Events	1	0	0	0	0
Rack Storage	0	0	0	0	0
Preliminary	7	1	0	42196	42196
Fire Suppression Systems	7	0	0	0	0
Alarms	1	0	0	0	0
Landscaping	10	5	0	0	0
Grading/Mylars/Improvement Plans	2	0	0	0	0
Underground	1	0	0	0	0
Hood System	0	0	0	0	0
Tanks	0	0	0	0	0
Cell Sites	0	0	0	0	0
DSS/CCL	0	0	0	0	0
DPLU	0	0	0	0	0
Solar Panels	6	0	0	0	0
High Piled Storage	0	0	0	0	0
High Hazard/Communications/Other	1	0	0	0	0
Spray Booth	0	0	0	0	0
Fire Protection Plans	0	0	0	0	0
Technical Reports	0	0	0	0	0
TOTAL	60	20	10084	181503	191,587

INSPECTIONS	
Inspection Type	# of Inspections
Alarms	7
Fire Supression Systems	18
Building Construction	15
Landscaping	4
Tent/Special Event	1
Gates/Knox	8
Site Visit	9
Technical Report/FPP	-
Underground	6
Annual Inspection	3
DSS Licensing	-
Other	19
TOTAL	90

SPECIAL PROJECTS	
Project Type	# of Projects
Grants	2
GIS	-
Forms (Updates/New)	-
Project Research	2
Computer Programming/I.T.	-
Emergency Response Support	-
Annual Mailer (Weed Abatement)	1
Board Report Formatting/ Design	-
Other	-
TOTAL	5

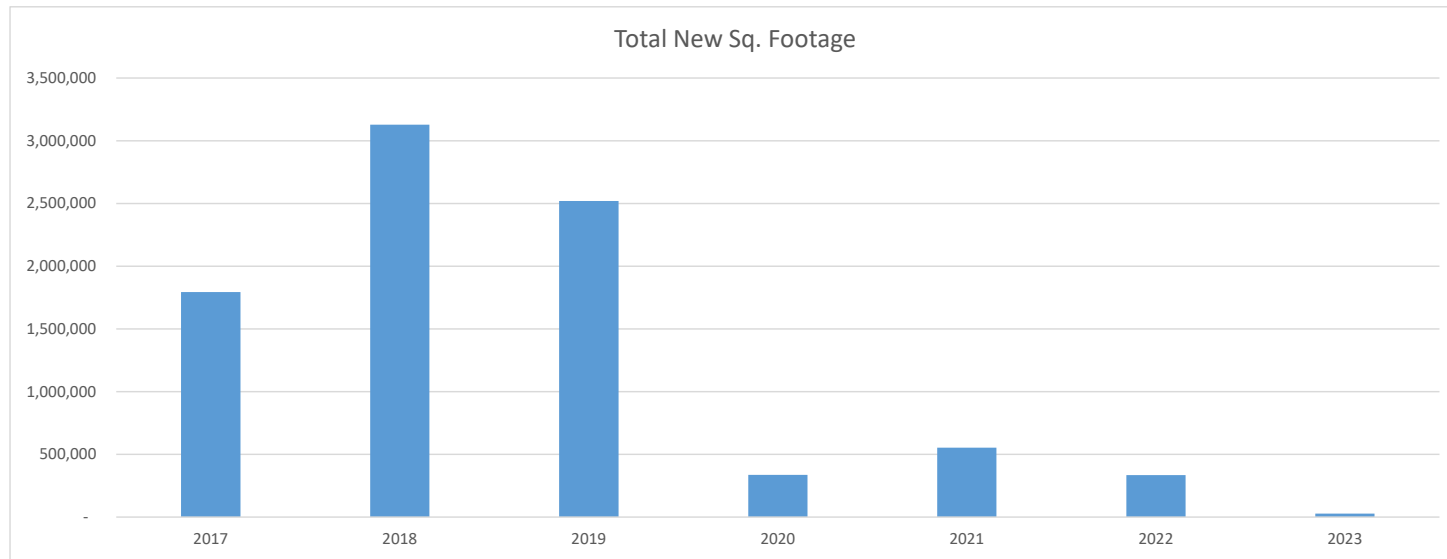
MEETINGS	
Meeting Type	# of Meetings
H.O.A	3
Staff	24
Board	1
On-Site Project Meetings	15
In-Office Project Meetings	14
Shift	-
Captain's	-
Weed Abatement	18
County	2
Code Development	1
Support/I.T. Development	7
San Diego County FPO's	1
Community Stakeholder Meetings	2
North Zone	1
Other	3
TOTAL	92

TRAINING/EDUCATION	
No. of Training Classes	Staff Hours
1	0
4	39
1	0
4	71.5
2	24
TOTAL	135

WEED ABATEMENT	
Activity	# of Inspections
Weed Abatement Inspection	-
Weed Abatement Reinspection	-
1st Notice	6
Final Notice	15
Posting	-
Notices Printed	-
Abated	25
Forced Abatement	-
TOTAL	46

OFFICE SUPPORT	
Activity	# Completed
Phone Calls	772
Correspondence	4,967
Walk in/Counter	192
Knox Application Request	1
Burn Permits	-
Plans Accepted/Routed	93
Special Projects	1
Scanning Documents/Electronic Files	97
Meetings: Admin/Prevention/Admin Shift	12
Post Office Runs	-
Deposit Runs/Preparations	4
TOTAL	6,139

Rancho Santa Fe Fire Protection District
Fire Prevention Bureau Monthly Activity Summary



Total New Square Footage (*Reflected in Chart Above)

Year	Total
2017	1,793,936
2018	3,128,964
2019	2,519,545
2020	336,899
2021	554,173
2022	333,814
2023	28,269

Total New Square Footage Only

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	29,226	41,043	38,102	25,751	38,400	7,290	16,516	15,384	77,848	15,070	22,529	9,740
2021	29,808	23,298	50,000	29,760	7,104	19,361	24,413	1,794	33,357	106,768	99,103	129,407
2022	42,895	14,666	32,871	8,805	39,325	42,871	18,679	21,916	23,981	18,782	46,658	22,365
2023	18,185	10,084										

Comparison Total Reviewed Square Footage

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2019	240,861	691,306	274,736	307,024	412,556	248,869	287,395	424,065	250,518	742,439	440,335	137,995
2020	40,748	86,593	145,794	76,506	54,651	42,950	47,950	91,532	163,417	127,963	59,192	47,677
2021	90,462	89,135	111,456	98,218	118,557	151,000	203,116	254,055	312,253	204,313	171,023	137,116
2022	128,254	204,226	162,816	250,473	176,018	115,972	27,777	130,623	261,094	319,242	219,859	243,944
2023	212,285	191,587										

STAFF REPORT

23-06

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: ACCEPTANCE OF DONATION
DATE: March 10, 2023



RECOMMENDATION:

Staff recommends accepting the grant amount of \$203,000.00 from the Rancho Santa Fe Fire District Foundation (501.c3) to help fund improvements made to the Rancho Santa Fe Fire Station #6 community room and fire house living quarters. Pursuant to the Health and Safety Code 13898, the Board of Directors must consider the acceptance of donated funds or items with a value greater than \$500.00.

CURRENT SITUATION:

Project Description	RSF General Fund (Approved 23/24 budget).	Fire Mitigation Fee. (Approved 5 yr. Capital Plan)	RSF Fire District Foundation (501.c3)	Total Project:
RSF Station 6 improvements: Community room & Fire house living quarters.	\$ 150,000.00	\$ 150,000.00	\$ 203,000.00	\$ 503,000.00

BACKGROUND:

On January 6, 2022, Chief Slattery and Chief McQuead met with members of the Elfin Forest Town Council and the Rancho Santa Fe Fire District Foundation (RSFFDF) on at RSF Station 6 to see what solution(s) are available to improve the community room and the fire house living quarters overall for the long term.

Phase I – focus on the community room.

- To provide an ADA compliant restroom within the community room.
- To provide separation between community room and the fire house living quarters.
- To provide storage
- To provide audio and visual (AV) equipment for community meetings.
- To provide a coffee bar for community meetings.
- To provide new flooring, remove wall carpet and retexture/paint.
- To provide new classroom furniture with 25 tables and 90 chairs.
- To provide HVAC

Phase II – focus on the fire house living quarters.

To provide a gym

To provide two separate bedrooms (Engineer Dorm and Captain Dorm)

To provide two separate formal restrooms with showers.

To provide a laundry room.

To provide an open and functional kitchen, storage, and dining area.

To provide a new front entrance and a direct dial emergency communication phone.

To provide new flooring, remove wall carpet and retexture/paint.

To provide HVAC.

The group worked with several avenues to design and create a floor plan to work from, but without opening the walls we did not know the overall depth of difficulty the project might present. The initial thought was the project could be around \$300,000.00 plus to complete. The funding for the project was identified from the general fund \$150,000.00 (approved 23/24 Station 6 budget item), fire mitigation funds \$150,000.00 (Approved 5-year capital plan), and if needed a grant request from the RSFFDF.

We are now one year into the RSF Station 6 improvement project and anticipate a completion date of April 2023 for both Phase I and Phase II. The plan was decided to complete the two phases concurrently to save on cost and minimize the overall impact to fire crews living in the station during construction. Once the design ideas, corrections, improvements, and invoices were added up, we have \$203,000.00 above the original thought of \$300,000.00 for a new project total of \$503,000.00.

Chief McQuead and Chief Slattery were able to have a discussion with the foundation's board members on February 13, 2023, to see if they would be willing to help cover any of the \$203,000.00. Based upon that discussion, we received full support from the foundation and RSFFPD submitted a grant request for \$203,000.00 to help finish the Station 6 improvement project (Phase I and Phase II). The grant request was officially approved by a vote of the foundation board members.

This collaborative investment has truly extended the useful lifetime of Station 6 by 20 to 30 years.

We sincerely thank the Rancho Santa Fe Fire District Foundation for their continued support to make this project come to fruition.

STAFF REPORT

NO. 23-07

TO: BOARD OF DIRECTORS
FROM: DAVE MCQUEAD, FIRE CHIEF
SUBJECT: AUTHORIZATION TO EXECUTE SERVICE CONTRACT
DATE: MARCH 10, 2023



RECOMMENDATION:

Staff recommends that the Board of Directors approve and authorize the Fire Chief to execute the contract for Informational Technology (IT) services with LANSolutions.

BACKGROUND:

Erwin Willis, owner of WinTech, has faithfully served the fire district for the past seventeen years as our informational technology (IT) expert beyond his retirement as Fire Chief of the Rancho Santa Fe FPD in 2005. He has been very instrumental in implementing, enhancing, and maintaining our fire district's technology (computers, programs, servers, and cyber security) ensuring we are efficient in today's world of communication and technology. Erwin notified the fire district in November of 2022 of his intent to retire as our IT expert in the early months of 2023.

SUMMARY:

The fire district developed a Request for Proposal (RFP) in December of 2022 which was vetted and approved by legal counsel. The RFP was then placed on the district's website and sent out electronically to ensure a healthy response. Wintech provided detailed information and schematics within the RFP to provide a clear understanding of the technology currently in operation by the fire district. Staff received several proposals and recently conducted interviews. The district has identified LANSolutions as the best fit for our organization based upon their understanding of our technology, knowledge of cyber security, manage and budget of equipment, the levels of technical support, professional customer service in a timely manner, and ensure a high level of service within the district's budget.

If the Board of Directors approve and authorize the Fire Chief to execute the service contract, then the goal is to begin the transition from WinTech to LANSolutions as soon as possible.

Managed Services Proposal

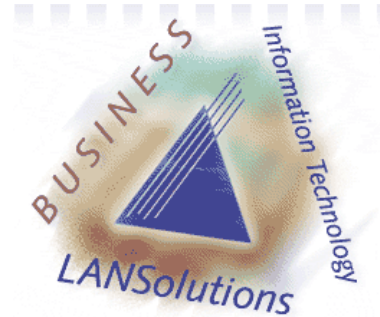
Submitted To:

Rancho Santa Fe Fire Department

Submitted By:

LANsolutions *an EndSight Company*

1/27/2023



Thank you for allowing LANSolutions the opportunity to present you with a proposal for managing your network. As we discussed, LANSolutions has been providing similar organizations with technical solutions and on-going support services for over 26 years in San Diego.

Below is the information on our System Support offerings. We are very flexible in how we engage with our clients to best meet their individual needs.

Company Profile

LANSolutions an Endsight Company is a premier Managed Services and systems integration firm that provides on-going proactive and reactive technical support and network design, implementation, training and consultation services. The company was formed on January 1st, 1997 and in 2021 partnered with Endsight a mutually successful MSP in Northern California. Collective revenue for both companies is \$30M. LANSolutions an Endsight employee 130 resources, the majority of which are technical resources. The San Diego branch has 50 employees with 15 help desk network operations and 18 field engineers.

LANSolutions has been selected to participate in high-level vendor partnerships including Microsoft Partner and Cloud Champion, Nimble, VMware Enterprise Partner, Hewlett Packard Dell, Cisco, SonicWall, Citrix, Watchguard, Symantec, Sophos, Eset, iManage, and many others. By joining these high-level programs, LANSolutions receives in-depth technical information, product migration planning, and training well in advance of general release.

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Request for confidentiality

In the same way that we would keep your sensitive company information confidential should you choose to hire us, we ask that you treat this proposal and all of our correspondence with you as confidential. Much of what we discuss in this proposal is proprietary and we consider it to be a key piece of what makes us unique. It cannot be shared with anyone outside of your organization without our prior approval. Thank you.

General Understanding of the Situation

Rancho Santa Fe Fire Department is looking to partner with an organization capable of pro-actively, reactively, and strategically supporting their networking environment and approximately 14 office users and various sites. By providing a Request for Proposal, Rancho Santa Fe Fire District has provided the following information on their technology environment:

Servers

The Fire District has 10 Dell PowerEdge servers. Their use and locations are listed below:

1. Administration Facility servers, by server name:
 - a. RSF-Server: Dell PowerEdge R740; AD Server, File Server, Print Server, DNS & DHCP Server; Distributed File System (DFS).
 - b. RSFO-Server: Dell PowerEdge R730; SQL Server; virtual server for Omni lock SQL; FoxPro Databases.
 - c. RSF-Backup: Dell PowerEdge R730; Veeam Backup server and repository; Symantec Endpoint Management Server.
 - d. RSFO-Backup: Dell PowerEdge R720; Backup Exec, historical tape backup server (off-line).
 - e. Spare-Server: Dell PowerEdge R710; off-line spare for station server replacement.
2. Fire Station servers
 - a. Fire Stations 1,2,3,5 and 6 have Dell PowerEdge 710 servers that provide AD services, DNS & DHCP, and DFS for user profiles to speed user login
Note: See computer inventory spreadsheet for more detailed information on each server

Desktop Computers

The Fire District has historically purchased Dell Optiplex desktop computers.

Laptop Computers

The Fire District has historically purchased Dell or Microsoft Surface laptop computers.

Apple iPads

The Fire District has 10 Apple iPad tablets that are used for fire prevention inspections and connect remotely through VPN to the fire prevention SQL database.

Printer and Scanners

The Fire District mainly uses HP laser and inkjet printers and has 20 of these printers. Additionally, the District has a HP Designjet 60" plotter, a WideTEK 48" scanner and Konica Minolta Bizhub copier, printer, scanner.

Microsoft 365 Cloud Storage and Apps

Email services, including threat protection, SharePoint cloud storage, Teams and Apps are provided through a Microsoft 365 E3 level contract.

Microsoft SQL Database Systems

The Fire District has four Microsoft SQL database systems:

1. Microsoft Dynamics Great Plains financial accounting
2. Custom programmed Fire Prevention management system
3. Fuel Force, fuel dispensing management system at five fire stations
4. Stanley Omni lock, combination door lock management system

Microsoft Teams Room

The Fire District Board Room in the Administration Facility is equipped as a Microsoft Teams Room.

The Fire District uses Broadcom's Symantec Endpoint Protection. The software is installed on each computer and is controlled by the Endpoint Protection Manager that runs on the RSF-Backup server. The system is configured to update virus definitions every hour and run a daily virus scan and full scan of every computer on Saturday night.

The Fire District also contracts for Microsoft's Office 365 Exchange Advanced Threat Protection for Email scanning.

Backup System

The Fire District uses Veeam Backup & Replication to backup local servers at Admin. Veeam Microsoft 365 Backup is used to back up the District's Microsoft 365 cloud-based files, Email, and Teams files. Nightly these backups run incremental backup that are stored in the disk repository on the RSF-Backup server. On Saturday, Veeam creates a composite weekly backup file. On Sunday this file is transferred to a HP LTO 6, 24 tape library. The first backup tapes of the month are then taken to Fire Station #4 for off-site storage.

Firewall WAN and VPN System

The Fire District uses Dell SonicWALL firewalls. The firewall at Admin is a NSa2700. Fire Stations 1,2,3,5 and 6 have TZ370 firewalls. All these firewalls run SonicWALL's Advanced Gateway Security Suite. These firewall use VPN to create a WAN for the District. Employees also use the SonicWALL Global VPN client to connect to the Admin network. VPN can be used to remotely access all District servers and desktop computers for remote management and employee assistance.

Wi-Fi Systems

All Fire District fire stations, except for Fire Station #6, have Linksys Velop Mesh Wi-Fi system. They are all configured in Bridge Mode and have guest access enabled. The Admin Facility has a Netgear Orbi system to stop conflict with the Station #4 Wi-Fi system. Fire Station #6 has a single Linksys Wi-Fi router.

Microwave System

The Fire District Administrative Facility and Fire Station #4 are in proximity and are connected by a Exalt microwave system. Therefore, Station #4 does not have its own server or Internet connection.

Uninterruptable Power Supplies

The Fire District uses Schneider APC UPS systems. See attached UPS spreadsheet for detailed information on these UPSs.

Internet Providers

The Fire District's Internet providers and connection speeds are provided below:

Administrative Office and Fire Station 4: Spectrum Fiber 200Mbps x 200Mbps

Fire Station 1: Race Communications; Fiber 1Gbs x 1Gbs

Supporting Information

Fire Station 2: Cox Communication; Cable 300Mbps x 10Mbps
Fire Station 3: Cox Communication; Cable 500Mbps x 40Mbps Fire
Station 5: AT&T Fiber 1Gbs x 1Gbs
Fire Station 6: AT&T Fiber 100Mbps x 20Mbps

Our Solution Details

LANSolutions Managed Services offerings include:

Network Operations Center Access

The monitoring and network management system is used for the purpose of providing managed services. The monitoring tool allows a real-time view of the status of the infrastructure from any location with Internet access.

System Reports

LANSolutions will provide reports generated by our monitoring console on a periodic basis. These reports will include various statistics and metrics to assist in proactively finding and repairing system issues. In addition, the LANSolutions reports will identify trends that can aid in determining future system improvements.

LANSolutions Automated Ticketing System

LANSolutions ticketing system will allow entry of trouble tickets using email. All issues will be tracked and will not be closed until they are resolved.

Access to LANSolutions Service Desk and Engineering Resources

Our Service Desk provides resources for IT-related issues or questions. Staff is available during business hours (7:30 a.m. – 7:30 p.m.) and is available 7 x 24 for issues and support for your system. You can contact the User Service Desk via email or phone. Our highly skilled help desk staff is comprised of LANSolutions engineering resources. Should a field engineer be required on-site, LANSolutions employees field engineers for issues that require an on-site resource. LANSolutions will assign a dedicated field engineering team of a lead engineer, technical account manager along with a dedicated VCIO (Virtual Chief Information Officer) for resource consistency.

Emergency Support

Should your team detect an issue with a service or device outside standard business hours, they can contact the Emergency Support line to report the issue. The Operations team will investigate the issue and act appropriately.

Asset Management Services

The Managed Services program includes a variety of asset management services aimed at the network. The services include:

- Inventory – LANSolutions will maintain an accurate and up to date inventory of all devices under management.
- License Compliance – LANSolutions will track the number of instances of applications installed on servers within the customer infrastructure.

Supporting Information

Antivirus Management

LANsolutions will monitor the infrastructure both for virus activity and also for positive acknowledgement of virus signature file updates. Viruses that fail to quarantine or fail to remove will be removed using remote or onsite support as applicable.

On-Boarding

LANsolutions will perform on-boarding tasks which will include a deep dive review and assessment of the system and documentation. During the on-boarding we will install our LANCentral monitoring tool while we gather all pertinent information including serial numbers, software versions, hardware asset information, and user configurations. We will populate the information into our systems along with end user information to effectively provide the firm support day one. An additional result of the on-boarding will be full system documentation and a recommendations and remediation summary, if applicable.

Server Patch Management

Microsoft typically releases patches on the 2nd Tuesday of every month (Patch Tuesday) but may release critical patches out of schedule. LANsolutions will assess the appropriateness of released patches and will apply those patches that it deems necessary. Patches and updates are typically performed every other month. LANsolutions understands that the age and nature of some systems or applications require special handling and attention. We will make sure to review and determine the status of all Rancho Santa Fe Fire' systems and ability to provide patches during the on boarding process.

VCIO Meetings (Virtual Chief Information Officer)

LANsolutions will conduct periodic VCIO/IT Business Review meetings to discuss system performance as well as strategic system enhancements.

Reactive Support

Unlimited reactive support is included. These support hours may be in the form of end user initiated help desk call or emails, repair of failed servers, desktops or infrastructure components, or any other services that are of a reactive nature.

Backup and Restore

LANsolutions will review the current back up implementation and provide information on the various backup and disaster recovery options available. LANsolutions may propose LANVault, our preferred cloud based back up solution.

Our Action Plan

The on premise solution includes:

- Support for all network servers, infrastructure, firewalls, workstation, laptops & end users
- 24x7 Remote Monitoring on all network servers, infrastructure, firewalls, storage, etc.
- Unlimited help desk & remote access
- Unlimited on-site support as required for remediation
- Anti-virus/anti-spyware management
- Virtual Chief Information Officer (VCIO) service
- Live access to 7:30 am-7:30 pm PT remote support/helpdesk for all users, 7 x 24 access to engineering
- Administrative maintenance of all hardware and software warranties, renewals, licenses, etc.
- Quoting and purchasing of new equipment as necessary
- Proactive patching & updates

➤ Discovery and documentation

- Full documentation and inventory of your network
- Onboarding of all equipment and software into the LANSolutions documentation system
- Network standardization based on best practices
- Remote management software loaded on all network devices
- Real-time monitoring agents setup on all network devices

The following items are not included in the recommended monthly support solution, but are available as billable items.

➤ Items invoiced separately if desired

- 365 licensing costs
- Network cabling
- Hardware warranty for Client owned equipment
- Line of business application software costs and maintenance contract costs
- **New** equipment and **new** software installations

Supporting Information

Costs to Implement This Solution

Managed Services

Description	Quantity	Startup-Cost	Monthly Fee
Monitoring License – one time	1	\$795.00	
Documentation and Onboarding – one time	1	\$4,660.00	
Managed Services Monthly – 7 x 24 monitoring, unlimited help desk, unlimited remote support and on-site support as required for remediation of issues, all proactive patches & updates for up to 14 full time users and unlimited devices per user.			\$2,660.00
Optional - Base support for 54 shift workers			\$3,240.00
Backup – needs to be evaluated based on size and level of protection - review existing configuration in detail			Tbd
Subtotal		\$5,455.00	
Recurring Fee Total			\$2,660.00

*Optional not included in proposed monthly total.

LANSolutions will offer you our T&M rate of \$175.00/hour with a managed service agreement. Additional full-time users over 14 will be billed at \$190.00 per user per month. Additional base users over 54 will be billed at \$60.00 per user per month.

Supporting Information

References

Building Industry Association
(858)514-7005

Nancy Diamond
nancy@biasandiego.org

Moore Schulman & Moore
(858) 755-3300

Heidi Sorenson
hsorenson@msmfamilylaw.com

Southwest Strategies Public Relations
(858)541-7800

Mary Carmichael
mcarmichael@swspr.com

***Thorsnes Bartolotta**
619-236-9363
*client since inception

Linda Valdivia
valdivia@tbmlawyers.com

*many more excellent references to share as requested

RANCHO SANTA FE FIRE PROTECTION DISTRICT PROFESSIONAL SERVICES AGREEMENT

This agreement is made upon the date of execution, as set forth below, by and between _____ (“Consultant”), and the Rancho Santa Fe Fire Protection District (“District”). The parties hereto, in consideration of the mutual covenants contained herein, hereby agree to the following terms and conditions:

1.0 GENERAL PROVISIONS

1.01 **Term**: This agreement will become effective on the date of execution set forth below, and will continue in effect until terminated as provided herein.

1.02 **Services** : Consultant shall perform the **scope of work (tasks)** described and set forth in **Exhibit A**, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the **project schedule** which is also set forth in **Exhibit A**.

Consultant shall determine the method, details and means of performing the above-referenced services.

Consultant may, at their own expense, employ such assistants and subconsultants, as Consultant deems necessary to perform the services required of Consultant by this agreement. However, Consultant may not assign this agreement to any other person or entity in the performance of required project-related services, and the District may not control, direct or supervise Consultant’s assistants or employees in the performance of those services.

1.03 **Standard of Performance**: Consultant’s services shall be performed in accordance with generally accepted professional practices and principles and in a manner consistent with the level of care and skill ordinarily exercised by members of Consultant’s profession currently practicing under similar conditions. Whenever the scope of work requires or permits approval by the District, it is understood to be approval solely for the purposes of conforming to the requirements of the scope of work and not acceptance of any professional or other responsibility for the work. Such approval does not relieve the Consultant of responsibility for complying with the standard of performance or laws, regulations, industry standards, or from liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or the willful misconduct of Consultant or its subcontractors. By delivery of completed work, Consultant certifies that the work conforms to the requirements of this contract and all applicable federal, state and local laws. If Consultant is retained to perform services requiring a license, certification, registration or other similar requirement under California law, Consultant shall maintain that license, certification, registration or other similar requirement throughout the term of this Contract.

1.04 **Compensation:** In consideration for the services to be performed by Consultant, District agrees to pay Consultant monetary consideration for professional services in accordance with the **fee schedule** set forth in **Exhibit A**. The parties agree that total compensation for fees and costs for the services detailed in **Exhibit A** shall not exceed the sum of \$_____, unless and until this Agreement is amended as provided herein.

1.05 **Billing/Payment Terms.** All charges for Consultant's services and authorized related reimbursable expenses shall be billed monthly, and all undisputed charges will be paid by District within 30 (thirty) days of receipt. The bills shall list all tasks under this Agreement, the task budget, project total budget, percentage completed for each task for that month, associated percentage billing against each task, and total billing for that month. In the event the Agreement is based on time & materials billing up to a not-to- exceed amount, the bill shall itemize by date all services and expenses provided during the invoice period (under this Agreement) including a brief description of the nature of work performed, the person or vendor performing them, the applicable billing rate, and the time expended. All Consultant service invoices must be approved by either the Administration Manager or the Fire Chief prior to payment.

2.0 OBLIGATIONS OF CONTRACTOR

2.01 **Contract Management and Service Performance:** Consultant Principal shall serve as the project manager and will personally prepare, or direct and supervise the preparation of, all work product called for by this agreement. Consultant represents that it has the qualifications, experience and facilities to properly perform all services hereunder in a thorough, competent, timely, and professional manner and shall, at all times during the term of this Agreement, have in full force and effect all licenses required of it by law. Consultant agrees to devote the hours and the human resources necessary to timely perform the services set forth in this agreement in an efficient, professional, and effective manner.

2.02 Avoidance of Conflict of Interest.

(a) Consultant may represent, perform services for, and be employed by additional individuals or entities, in Consultant's sole discretion, as long as the performance of these extra-contractual services does not interfere with or present a conflict with District's business or interfere with the timely performance and completion of Consultant's services under this Agreement.

(b) Consultant shall comply with all conflict-of-interest laws and regulations including, without limitation, the District's Conflict of Interest Code (on file in the Administration Manager). All officers, employees and/or agents of Consultant who will be working on behalf of the District pursuant to this Agreement may be required to file Statements of Economic Interest. Therefore, it is incumbent upon the Consultant to notify the District of any staff changes relating to this Agreement.

(c) In accomplishing the scope of services of this Agreement, all officers, employees and/or agents of the Consultant unless as indicated in Subsection (d), will be performing

a very limited and closely supervised function, and therefore, unlikely to have a conflict of interest arise. No disclosures are required for any officers, employees, and/or agents of Consultant, except as indicated in Subsection (d). _____ (Initials).

(d) In accomplishing the scope of services of this Agreement, Consultant will be performing a specialized or general service for the District, and there is substantial likelihood that the Consultant's work product will be presented, either written or orally for the purpose of influencing a governmental decision. As a result, the following persons shall be subject to the District's Conflict of Interest Code.

2.03 **Tools and Instrumentalities:** Consultant shall provide all tools and instrumentalities to perform the services under this agreement.

2.04 **Workers' Compensation and Other Employee Benefits:** District and Consultant intend and agree that Consultant is an independent contractor of District and agree that Consultant and Consultant's employees and agents have no right to Workers' Compensation and other District-sponsored employee benefits. Consultant agrees to provide Workers' Compensation and other employee benefits, where required by law, for Consultant's employees and agents. Consultant agrees to hold harmless and indemnify District for any and all claims arising out of any claim for injury, disability, or death of Consultant and any of Consultant's employees or agents.

2.05 **Indemnification**

(a) **Non-design, non-construction Professional Services:** To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8), Consultant shall indemnify, defend, and hold harmless the District, and its elected officials, officers, employees, volunteers, and agents ("District Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, or damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Consultant's performance or Consultant's failure to perform its obligations under this Agreement or out of the operations conducted by Consultant, including the District's active or passive negligence, except for such loss or damage arising from the sole negligence or willful misconduct of the District. In the event the District Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Consultant's performance of this Agreement, the Consultant shall provide a defense to the District Indemnitees or at the District's option, reimburse the District Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.

(b) **Non-design, construction Professional Services:** To the extent the Scope of Services involve a "construction contract" as that phrase is used in Civil Code Section 2783, this paragraph shall apply in place of paragraph (a). To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8),

Consultant shall indemnify, defend, and hold harmless the District, and its elected officials, officers, employees, volunteers, and agents ("District Indemnitees"), from and against any and all causes of action, claims, liabilities, obligations, judgments, _____

damages, including reasonable legal counsels' fees and costs of litigation ("claims"), arising out of the Consultant's performance or Consultant's failure to perform its obligations under this Agreement or out of the operations conducted by Consultant, except for such loss or damage arising from the active negligence, sole negligence or willful misconduct of the District. In the event the District Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Consultant's performance of this Agreement, the Consultant shall provide a defense to the District Indemnitees or at the District's option, reimburse the District Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims.

(c) Design Professional Services: In the event Consultant is a "design professional", and the Scope of Services require Consultant to provide "design professional services" as those phrases are used in Civil Code Section 2782.8, this paragraph shall apply in place of paragraphs (a) or (b). To the fullest extent permitted by law (including, but not limited to California Civil Code Sections 2782 and 2782.8) Consultant shall indemnify, defend and hold harmless the District and its elected officials, officers, employees, volunteers and agents ("District Indemnitees"), from and against all claims, damages, injuries, losses, and expenses including costs, attorney fees, expert consultant and expert witness fees arising out of, pertaining to or relating to, the negligence, recklessness or willful misconduct of Consultant, except to the extent caused by the sole negligence, active negligence or willful misconduct of the District. Negligence, recklessness or willful misconduct of any subcontractor employed by Consultant shall be conclusively deemed to be the negligence, recklessness or willful misconduct of Consultant unless adequately corrected by Consultant. In the event the District Indemnitees are made a party to any action, lawsuit, or other adversarial proceeding arising from Consultant's performance of this Agreement, the Consultant shall provide a defense to the District Indemnitees or at the District's option, reimburse the District Indemnitees their costs of defense, including reasonable legal fees, incurred in defense of such claims. In no event shall the cost to defend charged to Consultant under this paragraph exceed Consultant's proportionate percentage of fault. However, notwithstanding the previous sentence, in the event one or more defendants is unable to pay its share of defense costs due to bankruptcy or dissolution of the business, Consultant shall meet and confer with other parties regarding unpaid defense costs.

(d) Payment by District is not a condition precedent to enforcement of the indemnities in paragraph (a), (b), or (c). In the event of any dispute between Consultant and District, as to whether liability arises from the active negligence, sole negligence or willful misconduct of the District or its officers, employees, or agents, Consultant will be obligated to pay for District's defense until such time as a final judgment has been entered adjudicating the District as having been actively negligent, solely negligent or as having engaged in willful misconduct. Except as otherwise required by Civil Code Section 2782.8, Consultant will not be entitled in the absence of such a determination to any reimbursement of defense costs including but not limited to attorney's fees, expert fees and costs of litigation. The provisions of this Section 2.05 shall survive completion of Consultant's services or the termination of this Agreement.

2.06 Insurance: Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit B attached to and part of this agreement.

1.01 **Cooperation**: District agrees to comply with all reasonable requests of Consultant necessary to the performance of Consultant's duties under this agreement. District employees, agents and officers of the District agree to disclose all information relevant to this project to Consultant. Consultant shall be entitled to reasonably rely upon the accuracy and completeness of information furnished by District, provided that Consultant shall give District prompt written notice of any known defects in such information.

2.0 TERMINATION OF AGREEMENT

2.01 **Termination Notice**: Notwithstanding any other provision of this agreement, any party hereto may terminate this agreement, at any time, without cause, by giving at least 30 (thirty) days' prior written notice to the other parties to this agreement.

2.02 **Termination on Occurrence of Stated Events**: This agreement shall terminate automatically on the occurrence of any of the following events:

- a. Sale of the business of any party;
- b. The end of the 30 (thirty) days as set forth in section 4.01;
- c. End of the contract to which Consultant's services were necessary; or
- d. Assignment of this agreement by Consultant without the consent of District.
- e. Death of any party.

2.03 **Termination by any Party for Default**: Should any party default in the performance of this agreement or materially breach any of its provisions, the non-breaching party, at its option, may terminate this agreement, immediately, by giving written notice of termination to the breaching party.

2.04 **Termination**: This agreement shall terminate on _____, 20____, unless earlier extended as set forth in this Section. The District, with the agreement of Consultant, is authorized to extend the term of this agreement beyond the termination date, as needed, under the same terms and conditions as set forth in this agreement. Any such extension shall be in writing and be an amendment to this agreement.

3.0 SPECIAL PROVISIONS

3.01 **Additional Tasks as May Be Assigned by Administration Manager or the Fire Chief:** Prior to initiating any Consultant work on matters relating to the purposes of this Agreement, but outside the Scope of Services for this Agreement, it shall be the responsibility of Consultant to obtain written approval of the Administration Manager, or the Fire Chief, prior to initiation of such tasks.

3.02 **Time Schedule:** Consultant is to begin work upon receipt and execution of District contract. It is contemplated that most of the services hereunder will be completed on or before _____. **TIME IS OF THE ESSENCE OF THIS CONTRACT.** Consultant agrees to engage its best efforts to adhere strictly to the schedule set forth in **Exhibit A** and incorporated herein.

3.03 **Work Outside Contract Scope:** No payment for changed or additional work shall be made unless the changed or additional work has first been approved in writing by the Fire Chief and the parties have agreed upon the appropriate adjustment, if any, to the payment schedule and maximum payment amount for the changed or additional work. The Administration Manger may order changes or additions to the scope of work. Whether a change or addition to the scope of work is proposed by the Consultant or ordered by the Fire Chief, the parties shall in good faith negotiate an appropriate adjustment, if any, to the payment schedule and maximum payment for the changed or additional work. An approved change or addition, along with the payment adjustment, if any, will be effective upon an amendment to this contract executed by both parties. The amendment shall not render ineffective or invalidate unaffected portions of this contract.

3.04 **Confidentiality:**

- (a) Confidential Nature of Information. Consultant shall treat all information obtained from the District in the performance of this contract as confidential and proprietary to the District. Consultant shall treat all records and work product prepared or maintained by Consultant in the performance of this contract as confidential.
- (b) Limitation on use and disclosure. Consultant agrees that it will not use any information obtained as a consequence of the performance of work for any purpose other than fulfillment of Consultant's scope of work. Consultant will not disclose any information prepared for the District, or obtained from the District or obtained as a consequence of the performance of work to any person other than the District, or its own employees, agents or subcontractors who have a need for the information for the performance of work under this contract unless such disclosure is specifically authorized in writing by the District.
- (c) Security plan. If requested by the Fire Chief, Consultant shall prepare a security plan to assure that information obtained from the District or as a consequence of the performance of work is not used for any unauthorized purpose or disclosed to

unauthorized persons. Consultant shall advise the District of any request for disclosure of information or of any actual or potential disclosure of information.

- (d) Survival. Consultant's obligations under this paragraph shall survive the termination of this contract.

6.0 MISCELLANEOUS

1.01 **Notices:** Except as otherwise expressly provided by law, any and all notices or other communications required or permitted by this agreement or by law to be served on or given to any party to this agreement shall be in writing and delivered or, in lieu of such personal service, when deposited in the United States mail, first class postage prepaid, to the following address for each respective party:

PARTY	ADDRESS
TO: Rancho Santa Fe FPD	Rancho Santa Fe FPD PO Box 410 Rancho Santa Fe, CA 92067 Attention: Dave McQuead, Fire Chief

Copy to:

TO CONSULTANT:

1.02 **Governing Law:** This agreement and all matters relating to this agreement shall be governed by the laws of the State of California in force at the time, should any need for interpretation of this agreement or any decision or holding concerning this agreement arise.

1.03 **Binding Effect:** This agreement shall be binding on and shall inure to the benefit of the heirs, executors, administrators, successors and assigns of the parties hereto, but nothing in this Section shall be construed as consent by District to any assignment of this agreement or any interest in the agreement.

1.04 **Remedies**: The remedies set forth in this agreement shall not be exclusive, but shall be cumulative with, and in addition to, all remedies now or hereafter allowed by law or equity.

1.05 **Due Authority**: The parties hereby represent that the individuals executing this agreement are expressly authorized to do so on and in behalf of the parties.

1.06 **Ownership of Work Product**: Upon delivery, the work product, including without limitation, all original reports, writings, recordings, drawings, files, and detailed calculations developed under this contract are the property of the District. Consultant agrees that all copyrights, which arise from creation of the work pursuant to this contract, shall be vested in the District and waives and relinquishes all claims to copyright or other intellectual property rights in favor of the District. District acknowledges that its use of the work product is limited to the purposes contemplated by the scope of work and that the Consultant makes no representation of the suitability of the work product for use in or application to circumstances not contemplated by the scope of work.

6.07. **Integration and Modification**: This contract represents the entire understanding and agreement of the District and Consultant as to those matters contained herein. This agreement correctly sets forth the obligations of the parties hereto to each other as of the date of this agreement. All agreements or representations respecting the subject matter of this agreement not expressly set forth or referred to in this agreement are null and void. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This contract may not be modified, amended, or altered except in writing signed by the District and Consultant.

6.08. **Advice of Counsel**: The parties agree that they are aware that they have the right to be advised by counsel with respect to the negotiations, terms, and conditions of this contract, and that the decision of whether or not to seek the advice of counsel with respect to this contract is a decision which is the sole responsibility of each of the parties hereto. This contract shall not be construed in favor or against either party by reason of the extent to which each party participated in the drafting of the contract.

6.09. **Independent Review**: Each party hereto declares and represents that in entering this contract it has relied and is relying solely upon its own judgment, belief and knowledge of the nature, extent, effect and consequence relating thereto. Each party further declares and represents that this contract is being made without reliance upon any statement or representation not contained herein of any other party, or any representative, agent, or attorney of any other party.

6.10. **Attorney Fees**: In the event of any controversy, claim or dispute between the parties hereto, arising out of or relating to this agreement, or the breach hereof, the prevailing party shall be entitled, in addition to other such relief as may be granted, to a reasonable sum as and for attorney fees.

6.11 **No waiver:** The waiver of any breach by any party of any provision of this agreement shall not constitute a continuing waiver or a waiver of any subsequent breach of this agreement.

6.12. **Assignment:** This agreement is specifically not assignable by Consultant to any person or entity. Any assignment or attempt to assign by Consultant whether it be voluntary or involuntary, by operation of law or otherwise, is void and is a material breach of this agreement, giving rise to a right to terminate as set forth in Section 4.03.

6.13. **Time for Performance:** Except as otherwise expressly provided for in this agreement, should the performance of any act required by this agreement to be performed by either party be prevented or delayed by reason by any act of God, strike, lockout, labor trouble, inability to secure materials, epidemics, pandemics, or any other cause, except financial inability, which is the fault of the party required to perform the act, the time for performance of the act will be extended for a period of time equivalent to the period of delay and performance of the act during the period of delay will be excused: provided, however, that nothing contained in this Section shall exclude the prompt payment by either party as required by this agreement of the performance of any act rendered difficult or impossible solely because of the financial condition of the party required to perform the act.

6.14 **Severability:** Should any provision of this agreement be held by a court of competent jurisdiction or by a legislative or rulemaking act to be either invalid, void or unenforceable, the remaining provisions of this agreement shall remain in full force and effect, unimpaired by the holding, legislation or rule.

6.15. **Construction:** The parties agree that each has had an opportunity to have their counsel review this agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in the interpretation of this agreement or any amendments or exhibits thereto. The captions of the sections are for convenience and reference only, and are not intended to be construed to define or limit the provision to which they relate.

6.16. **Amendments:** Amendments to this agreement shall be in writing and shall be made only with the mutual written consent of all the parties to this agreement.

6.17. **Signatures:** The individuals executing this contract represent and warrant that they have the legal capacity and authority to do so on behalf of their respective legal entities.

IN WITNESS WHEREOF, the parties have executed this contract on the following date.

Consultant:

Date: _____

By: _____
President

Rancho Santa Fe FPD:

Date: _____

By: _____
David McQuead
Fire Chief

ATTEST:

Alicea Caccavo, Board Clerk

ATTACHMENT C:

INSURANCE REQUIREMENTS

Prior to the beginning of and throughout the duration of the Work, Consultant will maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Consultant agrees to amend, supplement or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to District in excess of the limits and coverage required in this agreement and which is applicable to a given loss, will be available to District.

Consultant shall provide the following types and amounts of insurance:

Commercial General Liability Insurance using Insurance Services Office “Commercial General Liability” policy form CG 00 01, or a District approved equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than \$1,000,000 per occurrence and in the aggregate.

Business Auto Coverage on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant’s employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.

Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer’s liability limits no less than \$1,000,000 per accident or disease.

Professional Liability or Errors and Omissions Insurance as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the consultant and “Covered Professional Services” as designated in the policy must specifically include work performed under this agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. The policy must “pay on behalf of” the insured and must include a provision establishing the insurer’s duty to defend. The policy retroactive date shall be on or before the effective date of this agreement.

Insurance procured pursuant to these requirements shall be written by insurers that are admitted carriers in the state of California and with an A.M. Bests rating of A- or better and a minimum financial size VII.

General conditions pertaining to provision of insurance coverage by Consultant. Consultant and District agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds District, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992, or a District approved equivalent. Consultant also agrees to require all contractors, and subcontractors to do likewise.

2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees, or agents, from waiving the right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against District regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.
3. All insurance coverage and limits provided by Consultant and available or applicable to this agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the District or its operations limits the application of such insurance coverage.
4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to District and approved of in writing.
5. Consultant's general liability policy shall not contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any contractor or subcontractor.
6. All coverage types and limits required are subject to approval, reasonable modification and reasonable additional requirements by the District, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect District's protection without District's prior written consent.
7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to District at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, District has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by District shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at District option.
8. Certificate(s) are to reflect that the insurer will provide 30 days' notice to District of any cancellation of coverage by the carrier.
9. It is acknowledged by the parties of this agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self-insurance available to District.
10. Consultant agrees to require that subcontractors, and any other party involved with the project who is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to District for review.
11. If Consultant's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the District. At that time the District shall review options with the Consultant, which may include reduction or elimination of the

deductible or self-insured retention, substitution of other coverage, or other solutions. Consultant shall be responsible for paying any deductibles or self-insured retentions on its policies.

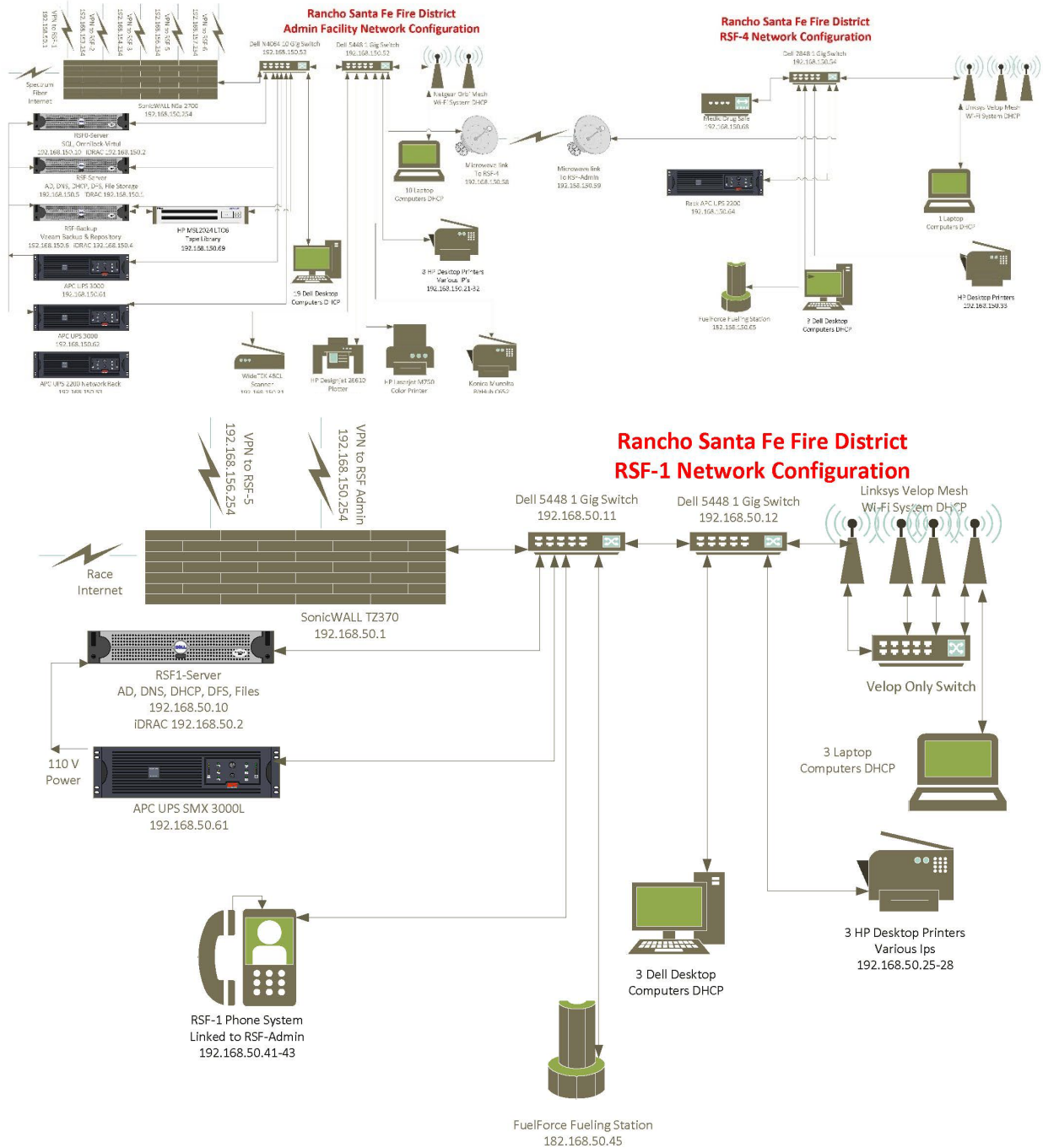
12. The District reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the District will negotiate additional compensation proportional to the increased benefit to District.
13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.
14. Consultant acknowledges and agrees that any actual or alleged failure on the part of District to inform Consultant of non-compliance with any insurance requirement in no way imposes any additional obligations on District nor does it waive any rights hereunder in this or any other regard.
15. Consultant will renew the required coverage annually as long as District, or its employees or agents face an exposure from operations of any type pursuant to this agreement. This obligation applies whether or not the agreement is canceled or terminated for any reason. Termination of this obligation is not effective until District executes a written statement to that effect.
16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to District within five days of the expiration of the coverages.
17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to District, its employees, officials and agents.
18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.
19. These insurance requirements are intended to be separate and distinct from any other provision in this agreement and are intended by the parties here to be interpreted as such.
20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.
21. Consultant agrees to be responsible for ensuring that no contract used between itself and its sub-consultants reserves the right to charge District or Consultant for the cost of such contract.

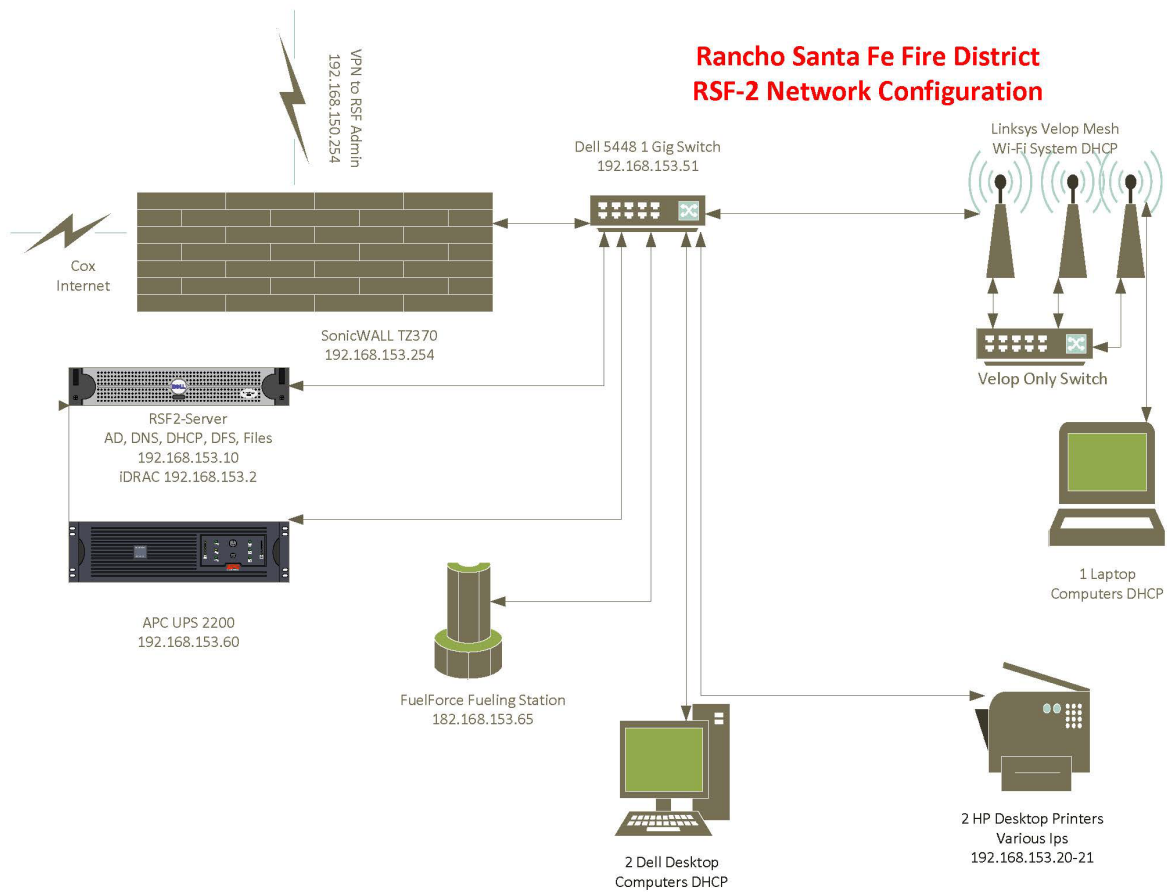
insurance coverage required by this agreement. Any such provisions are to be deleted with reference to District. It is not the intent of District to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against District for payment of premiums or other amounts with respect thereto.

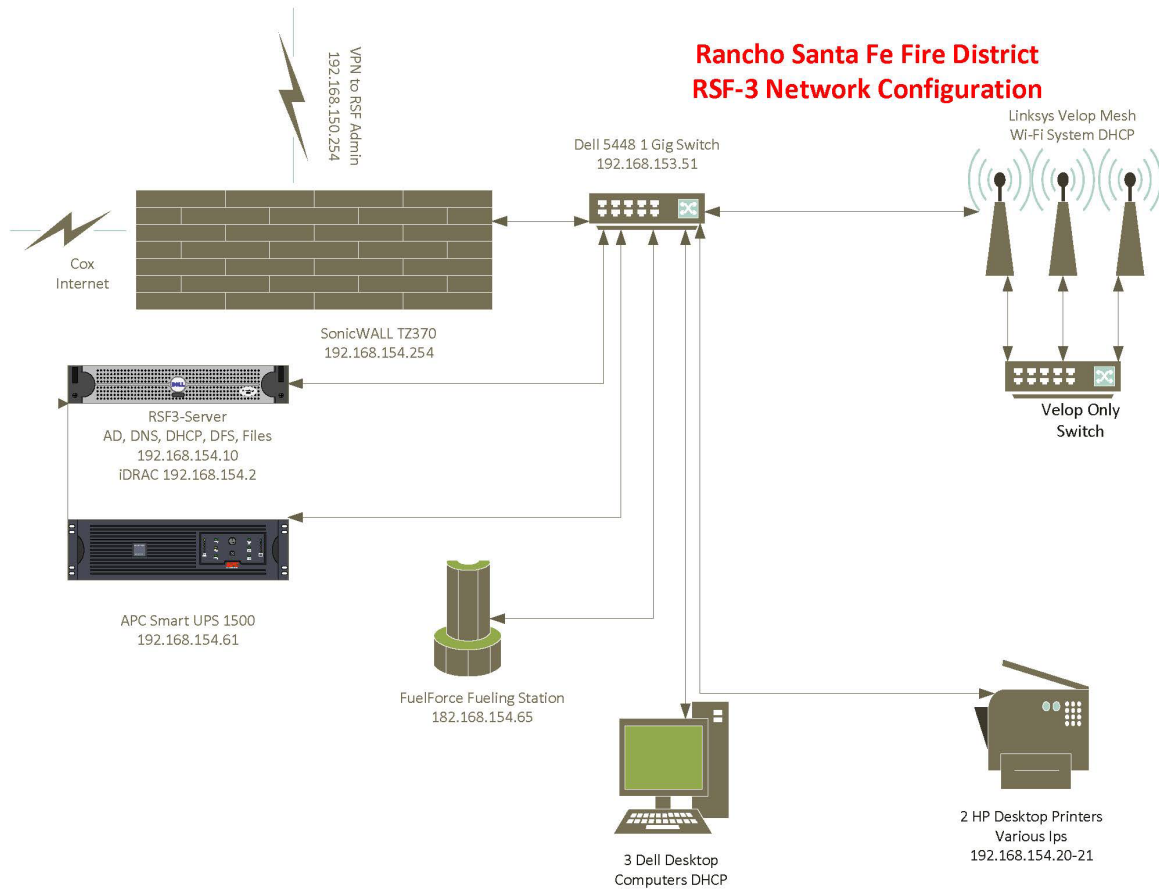
22. Consultant agrees to provide immediate notice to District of any claim or loss against Consultant arising out of the work performed under this agreement. District assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve District.

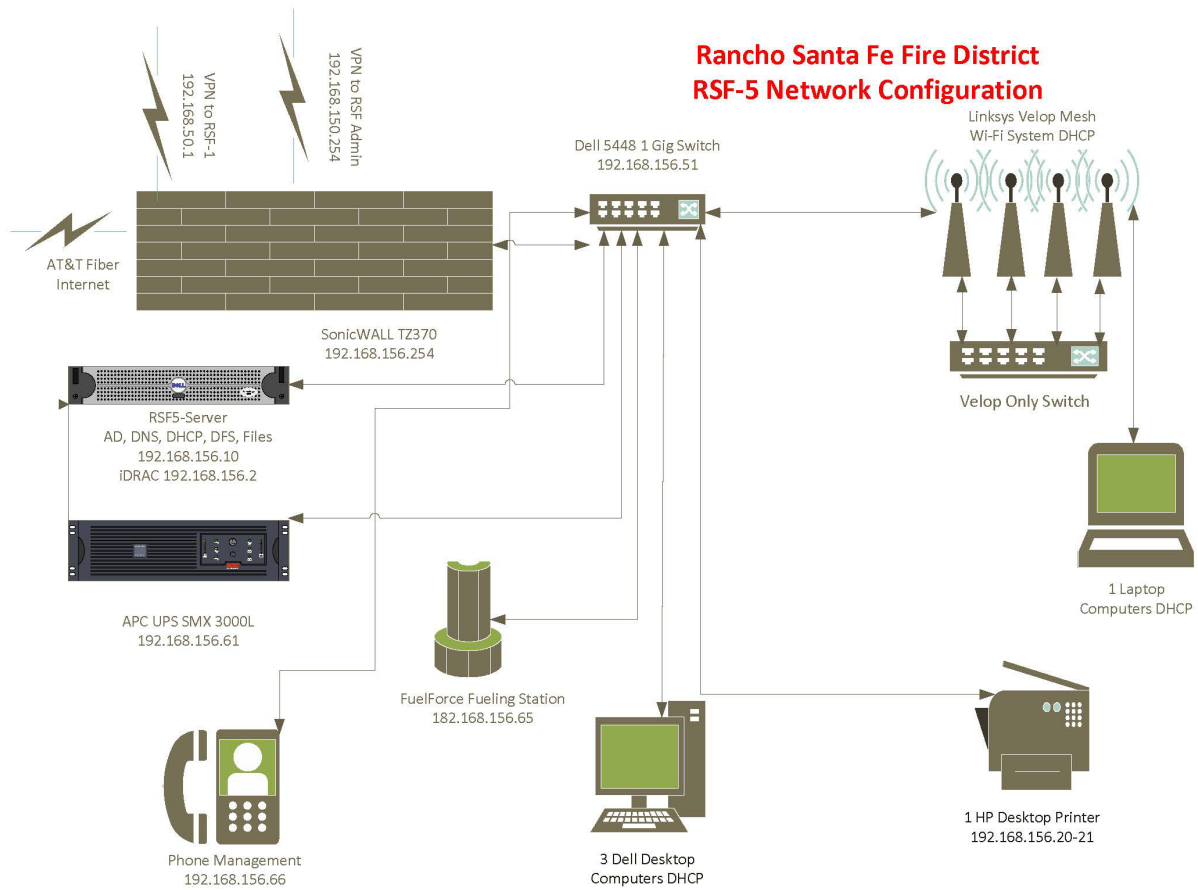
ATTACHMENT D:

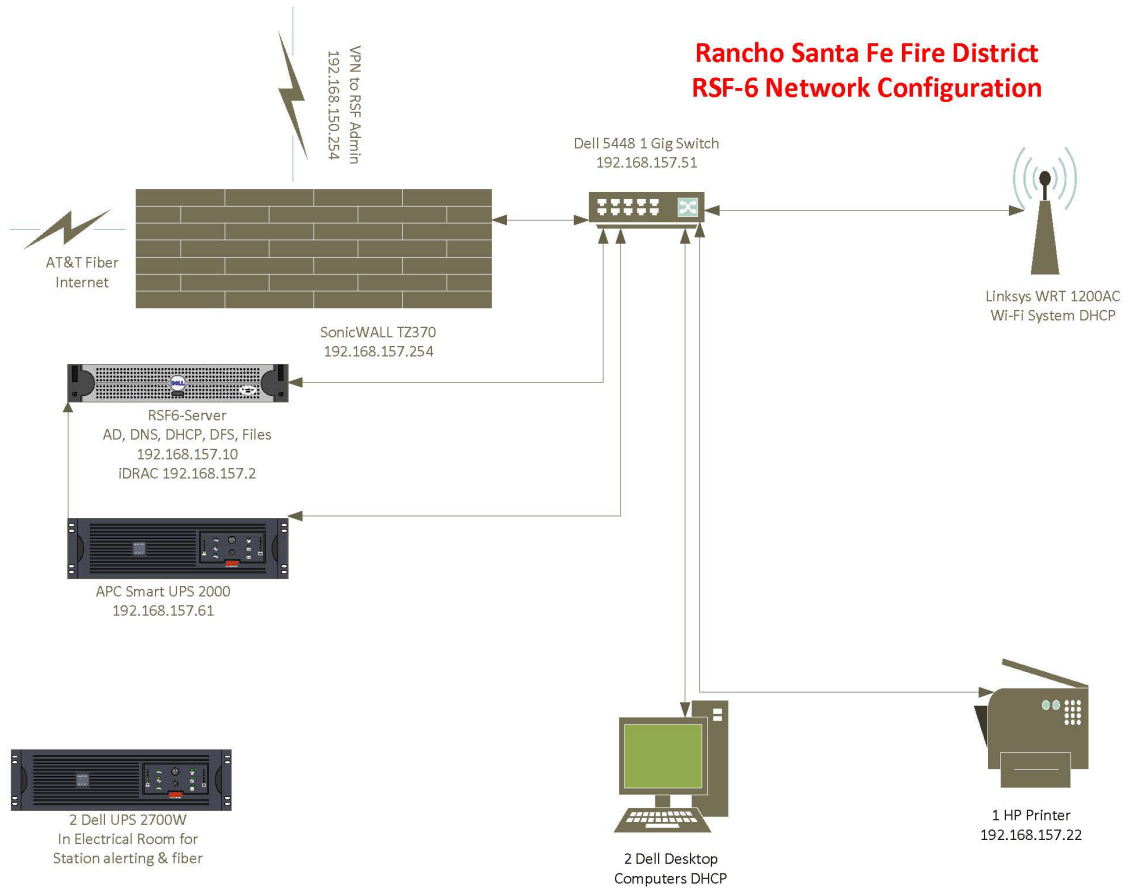
WAN Diagrams.











Rancho Santa Fe FPD Computer Hardware Inventory November 2022

Dell Optiplex Computers

Location	Serial #	Dell Tag	Network Name	O/S	Model	Processor	Mem.	Hard Disk	Brand	Purchase Date
Admin Cubicl #1	18419788334	8GMNZN2	RSF-Admin1-18	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Admin Cubicle #2	19933122350	95MZN2	RSF-Admin2-18	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Board Room Admin	23963495114	BOB8V62	Zoom-Room16	Windows 10	Optiplex 9020	Core i7-4790	8 GB	1 TB 7200	Dell	2/1/16
Cielo Board Room	14247622190	6JMNZN2	Teams-Room2018	Windows 10	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Caccavo's Office	17766225543	85TJVD3	Caccavo-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Donner's home	27030223477	CF13HX1	Donner-Home13	Win 10 64-Bit	Optiplex 9010	Core i7	8 GB	1 TB	Dell	6/1/13
Donner's Office	17766132231	85THVD3	Donner-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Fire Chief's Office	17765945607	85TDVD3	FireChief-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Fire Prevention Cubicle Area #1	29061835310	DCMNZN2	FP-Spare1-2018	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Fire Prevention Cubicle Area #2	33657264686	FGMNZN2	FP-Spare2-2018	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Fire Prevention Cubicle Area #3	9992211951	4L93533	Schaffer-2020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	6/1/20
Fire Prevention Cubicle Area #4	17764685895	85SMVD3	Closs-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Fire Prevention Scanner Area	19084916270	8RMNZN2	Scanner-PC-2018	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Havens' Office	17764732551	85SNVD3	Havens-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Lenehan's Office	17765898951	85TJCD3	Lenehan-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Montagne's Office	17766085575	85TGVD3	Montagne-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Rannals' Home	29294178229	DGGZW11	Rannals-Home	Win 10 64-Bit	Optiplex 780	Core 2 Quad	4 GB	250 GB	Dell	2/1/10
Caccavo's Office	19630791470	90NNZN2	Rannals-2018	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Reception Desk	14466318855	85TLVD3	Reception-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Reye's Office	17766272199	85TKVD3	Reyes-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
RSF-1 BC's Office	25115942199	BIDD13	BC2-2020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-1 Captain's Office	25119107067	BJFN23	RSF1-Captain020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-1 Classroom	9908404022	4JV7HH2	RSF1-ClassRm017	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SS Mem	Dell	4/1/2017
RSF-1 Library	9908497334	4JV9HH2	RSF1-Library017	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SS Mem	Dell	4/1/2017
RSF-2 Captain's Office	25119060411	BJFN23	RSF2-Captain020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-2 Captain's Office	9908357366	4JV6HH2	RSF2-Captain017	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SSD	Dell	4/1/2017
RSF-3 Captain's Office	25118967099	BJFN23	RSF3-Captain020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-3 Training Room #1	9908450678	4JV8HH2	RSF3-TrainRm017	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SS Mem	Dell	4/1/2017
RSF-3 Training Room #2	9909943670	4JV4HH2	RSF3-TrainRm217	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SS Mem	Dell	4/1/2017

RSF-4 Captain's Office	9908590646	4JV8HH2	RSF4-Captain017	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SS Mem	Dell	4/1/2017
RSF-4 Captain's Office	25119247035	BJFCN23	RSF4-Captain020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-4 Training Office	12494103086	5QMZN2	RSF4-TrainOff18	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
RSF-5 Captain's Office	25119013755	BJF7N23	RSF5-Captain220	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-5 Captain's Office	25116082167	BIDGT13	RSF5-Captain020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-5 Captain's Office	9910036982	4JV6HH2	RSF5-Captain017	Windows 11	Optiplex 7050	Core i7-7700	16 GB	500 GB SSD	Dell	4/1/2017
RSF-6 Captain's Office	25116035511	BIDFT13	RSF6-Captain020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20
RSF-6 Office	21201232430	9QMZN2	RSF6-Office2018	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
RSF-6 Training Room	27912977966	CTMZN2N	RSF6-TrainRm018	Windows 11	Optiplex 7060	Core i7-8700	16 GB	256 GB	Dell	11-2018
Slattery's Office	17766038919	85TFVD3	Slattery-2021	Windows 11	Optiplex 7080	Core i7-10700	16 GB	1 TB	Dell	8-2021
Willis' Office	25119200379	BJFBN23	Willis-2020	Windows 11	Optiplex 7070 MT	Core i7-9700	16 GB	256 GB SSD	Dell	2/1/20

Spare Desktop Computers

Admin Server Room	10487707886	4TG3Z72	RSF-Admin1-16	Windows 10	Optiplex 9020	Core i7-4790	8 GB	1 TB 7200	Dell	2/1/16
Admin Server Room	23963143898	BOB1CG2	RSF-Admin2-16	Windows 10	Optiplex 9020	Core i7-4790	8 GB	1 TB 7200	Dell	2/1/16

Dell Laptop Computers

Ashcraft's House	3691913942	IP22J12	Ashcraft-2014	Win 10 64-Bit	Latitude E5540	Core i7 Pro	8 GB	500 GB	Dell	8/15/14
IT Storage Room	11094267925	53H8NX1	Taber-Laptop13	Win 10 64-Bit	Latitude E6430U	Core i7	8 GB	256 GB	Dell	10/10/13
RSF2 Training Room	16668108759	7NNRF13	RSF2-TrainRm20	Win 10 64-Bit	Latitude 5500	Core i7 8665U	16 gb	512 GB SSD	Dell	2/1/2020
RSF4 Training Room	37770804183	HCNRF13	RSF4-TrainRm20	Win 10 64-Bit	Latitude 5500	Core i7 8665U	16 gb	512 GB SSD	Dell	2/1/2020
RSF5-Training Room	36077751255	GKNRF13	Board-Room2020	Win 10 64-Bit	Latitude 5500	Core i7 8665U	16 gb	512 GB SSD	Dell	2/1/2020

Microsoft Surface & Books

BC Office	021769331153		FDAdmin-Surface	Win 10 64 Bit	Surface Pro	i5-3317U	4GB	125 GB	Microsoft	
Schieber's home	070965143253		Admin-Surface14	Win 10 64 Bit	Surface 3 Pro	i7-4650U	8 GB	250 GB	Microsoft	8/6/14
Reyes' home	036359294657		Reyes-Surface20	Windows 11	Surface Laptop 3	AMD Ryzen 7	16 GB	512 GB	Microsoft	1/20/20
Closs' Home	060760243353		Closs-Surface14	Win 10 64 Bit	Surface 3 Pro	i7-4650U	8 GB	250 GB	Microsoft	10/2/14
Randy Malin's home	065115342753		Malin-Surface3	Win 10 64 Bit	Surface 3 Pro	i7-4650U	8 GB	250 GB	Microsoft	8/6/14
Nancy Hillgren's home	030796342953		Nancy-Surface3	Win 10 64 Bit	Surface 3 Pro	i7-4650U	8 GB	250 GB	Microsoft	8/6/14
IT Office	018716531153		Train-Surface	Win 10 64 Bit	Surface Pro	i5-3317U	4GB	125 GB	Microsoft	

Rannals' House	015885170454	Rannals-Book17	Win 10 64-Bit	Surface Book	Core i7	16 GB	512 GB	Microsoft	4/1/17
Haven's Home	015649370454	Havens-Book17	Win 10 64-Bit	Surface Book	Core i7	16 GB	512 GB	Microsoft	4/1/17
Montagne's Home	015298370454	Montagne-Book17	Win 10 64-Bit	Surface Book	Core i7	16 GB	512 GB	Microsoft	4/1/17
Cielo Board Room	015180670454		Win 10 64-Bit	Surface Book	Core i7	16 GB	512 GB	Microsoft	4/1/17
Caccavo House	002677682957	Caccavo-Book18	Win 10 64-Bit	Surface Book	Core i7	16 GB	512 GB	Microsoft	11-15-2018
Willis' House	061416390354	Willis-Book19	Windows 11	Surface Book	Core i7	16 GB	512 GB	Microsoft	5-5-2019
Caccavo House	018991714157	Caccavo-SurLT21	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	11/10/21
McQuead's House	019000414157	McQuead-SurLT21	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	11/10/21
Donners' House	018598414157	Donner-SurLP21	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	11/10/21
Slattery's House	018451214157	Slattery-SurF21	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	11/10/21
Bennett's House	006250114457	Bennett-Laptop1	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	1/15/22
Sherwood's House	003107313757	Sherwood-Laptop	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	1/15/22
O'Gorman's House	018544614157	O-Gorman-Laptop	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	1/15/22
Mickelson House	014229313757	Mickelson-Sur21	Windows 11	Surface Laptop 4	Core i7	16 GB	512 GB	Microsoft	1/15/22

Dell PowerEdge Servers

RSF Admin Server Room	35313252951	G80LKD3	RSF-Server	Server 2019	PowerEdge R740	Xeon	96 GB	5x900GB		
RSF Admin Server Room	29459222390	DJ79DH2	RSFO-Server	Server 2016	PowerEdge R730	Xeon	64 GB	6x480 GB	Dell	2/1/17
RSF Admin Server Room	33165317846	F8HRV12	RSFO-Backup	Server 2016	PowerEdge R720	Xeon	32 GB	4x1.2 TB	Dell	6/15/2014
RSF Admin Server Room	36016135670	GJN2552	RSF-Backup	Server 2016	PowerEdge R730	Xeon	64 GB	8x1.7 TB	Dell	7/10/2015
RSF Admin Server Room	11336769349	667WLL1	Spare-Server	Server 2016	PowerEdge R710	Xeon	24 GB	5x600GB	Dell	JPA Gift
RSF Admin Server Room	11336769349	667WLL1	Spare-Server2	Server 2016	PowerEdge R710	Xeon	24 GB	8x500GB	Dell	JPA Gift
RSF-1 Server/Storage Room	3021031369	1DYN6Q1	RSF1-Server	Server 2016	PowerEdge R710	Xeon	24 GB	4x450 GB	Dell	2/1/11
RSF-2 Server/Data Room	11244431305	5SYN6Q1	RSF2-Server	Server 2016	PowerEdge R710	Xeon	24 GB	4x450 GB	Dell	2/1/11
RSF-3 Server/Data Room	6095259865	2SSYKM1	RSF3-Server	Server 2016	PowerEdge R710	Xeon	24 GB	4x450 GB	Dell	2/1/11
RSF-5 Server/Data Room	9083204677	467WLL1	RSF5-Server	Server 2016	PowerEdge R710	Xeon	24 GB	5x600GB	Dell	JPA Gift
RSF-6 Day Room	15613551685	767WLL1	RSF6-Server	Server 2016	PowerEdge R710	Xeon	24 GB	5x600GB	Dell	JPA Gift

ATTACHMENT F:

Uninterruptible Power Supplies (Large)

Site	Location	Brand	Model	IP #	Powers	Last Battery Change	Serial Number	Notes
Admin	Server Rack	APC	Smart-UPS 3000 XLM	192.168.150.61	RSF-Backup & RSFO-Server	April 2022	QS1235130554	2 External Batteries
Admin	Server Rack	APC	Smart-UPS 3000 XLM	192.168.150.62	RSF-Server & RSFO-Backup	April 2022	QS1307241377	2 External Batteries
Admin	Network Rack	APC	Smart-UPS SRT 3000	192.168.150.63	Network Equipment	March 2022 (new UPS)	AS2142292085	
RSF-4	Network Rack	APC	Smart-UPS 2200	192.168.150.64	Network Equipment	November 2022	AS1710162646	
RSF-1	Dell Rack	APC	Smart-UPS 5MX3000	192.168.50.61	Network Equipment & Station Server	February 2022	AS1721363578	
RSF-2	Network Rack	APC	Smart-UPS 2200	192.168.153.60	Network Equipment & Station Server	November 2022	AS1710162644	
RSF-3	Network Rack	APC	Smart-UPS 1500	192.168.154.61	Network Equipment & Station Server	August 2020 (new UPS)	3S1938X17994	
RSF-5	Network Rack	APC	Smart-UPS X 3000	192.168.156.61	Network Equipment & Station Server	October 2020 (new UPS)	AS2004154702	
RSF-6	Server cart	APC	Smart-UPS x 2000	192.168.157.62	Station Server	September 2022	IS1239001633	
RSF-6	Electrical Room	Dell	UPS 2700	None	Station Alerting Equipment	March 2022		
RSF-6	Electrical Room	Dell	UPS 2700	None	Fiber Internet Equipmnet	March 2022		



San Diego County
Local Agency Formation Commission
Regional Service Planning | Subdivision of the State of California

BALLOT AND VOTE CERTIFICATION FORM

February 27, 2023

TO: Independent Special Districts in San Diego County

FROM: Tamaron Luckett, Commission Clerk

SUBJECT: **Ballot and Vote Certification Form | Election to Regular and Alternate Special District on LAFCO Commission**

On December 19, 2022, the San Diego Local Agency Formation Commission (LAFCO) solicited nominations pursuant to Government Code Section 56332(c)(1) to fill a vacant and unexpired term as an alternate special district member on the LAFCO Commission. A total of five nominations were received following a 60-day filing period: (a) three regular members; and (b) two alternate members.

San Diego LAFCO is now issuing ballots to all 57 independent special districts in San Diego County and inviting each district to cast a ballot. Write-in candidates are permitted, and spaces have been provided for that purpose. **Only cast one vote for each nominee on the ballot and vote certification form; a ballot that is cast for more than indicated number of positions the vote will be disregarded.** The ballot and vote certification form along with nominee resumes provided by the candidates are attached.

State Law specifies a district's vote is to be cast by its presiding officer, or an alternate member designated by the board and a valid signature is required on the ballot. **A ballot received without a signature will be voided.** A minimum of **29** ballots must be received to certify that a legal election was conducted. A candidate for a special district LAFCO Commission member must receive at least a majority of the votes cast to be elected. The ballots will be kept on file in this office and will be made available upon request.

Ballots may be submitted by mail, courier, hand delivered, FAX or via email to tamaron.luckett@sdcounty.ca.gov, include **"Special District LAFCO Ballot"** and your **"District Name"** in the subject title, if necessary to meet the submission deadline, but the original for must be submitted. The deadline for receipts of the ballots by LAFCO is **Friday, April 14, 2023**, any ballots received after the deadline will be voided. All election materials will be available on the website: www.sdlafco.org. Should you have any questions, please contact me at 619-321-3380.

Tamaron Luckett
Commission Clerk

Attachments

- 1) Ballot and Vote Certification Form-Regular and Alternate
- 2) Nominees Resumes

Administration:
Keene Simonds, Executive Officer
2550 Fifth Avenue, Suite 725
San Diego, California 92103
T 619.321.3380
E lafco@sdcounty.ca.gov
www.sdlafco.org

Chair Jim Desmond
County of San Diego

Joel Anderson
County of San Diego

Nora Vargas, Alt.
County of San Diego

Kristi Becker
City of Solana Beach

Dane White
City of Escondido

John McCann, Alt.
City of Chula Vista

Vice Chair Stephen Whitburn
City of San Diego

Marni von Wilpert, Alt.
City of San Diego

Jo MacKenzie
Vista Irrigation

Barry Willis
Alpine Fire Protection

David A. Drake, Alt.
Rincon del Diablo

Andy Vanderlaan
General Public

Harry Mathis, Alt.
General Public

**2023 SPECIAL DISTRICTS ELECTION
BALLOT and VOTE CERTIFICATION
FOR REGULAR LAFCO SPECIAL DISTRICT MEMBER**

VOTE FOR ONLY ONE

James Pennock []
(Vallecitos Water District)

Ross Pike []
(North County Fire Protection District)

Barry Willis¹ []
(Alpine Fire Protection District)

Write-Ins

_____ []

_____ []

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby
certify that I cast the votes of the _____
(Name of Independent Special District)
at the 2023 Special Districts Selection Committee Election.

(Signature)

(Print Name)

(Date)

(Print Title)

Please note: The order in which the candidates' names are listed was determined by random selection.

The Ballot and Vote Certification form can be submitted electronically to: tamaron.luckett@sdcounty.ca.gov.

¹ Incumbent member

**2023 SPECIAL DISTRICTS ELECTION
BALLOT and VOTE CERTIFICATION
FOR ALTERNATE LAFCO SPECIAL DISTRICT MEMBER**

VOTE FOR ONLY ONE

David Drake¹ []
(Rincon del Diablo Municipal Water District)

Jeff Griffith []
(Vallecitos Water District)

Write-Ins

_____ []

_____ []

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that I cast the votes of the _____

(Name of Independent Special District)

at the 2023 Special Districts Selection Committee Election.

(Signature)

(Print Name)

(Date)

(Print Title)

Please note: The order in which the candidates' names are listed was determined by random selection.

The Ballot and Vote Certification form can be submitted electronically to: tamaron.luckett@sdcounty.ca.gov.

¹ Incumbent member

ATTACHMENT A

**NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
REGULAR MEMBER**

The Vallecitos Water District is pleased to nominate James Pennock as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.


(Presiding Officer Signature)

Glenn Pruim
(Print name)

General Manager
(Print Title)

2/7/23
(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED
FEB 07 2023
SAN DIEGO LAFCO

Jim Pennock
jpennock@sbcglobal.net
760-815-4402

I look to utilize the interpersonal relationship skills and knowledge obtained through running my own business for the past 30 years to help propel public agencies to be more effective and efficient. I hope to increase moral and attitude within human resources and increase financial responsivity through effective planning and budgeting. Found to be Hardworking, honest and innovative in my approaches to helping others succeed.

EXPERIENCE

Pennock Insurance Agency

01-Aug-2020 - Present

Sales and service of Insurance contracts

Select Quote Home/Auto and Commercial

01-Jan-2019 – 01-June 2020

Received incoming calls for Sales of Policies

Wawanesa Insurance

01-Mar-2017 – 01-Jan 2019

Focused on Retention of Policies within Company

Farmers Insurance Group

01-Aug-1991 - 11-Aug-2016 – Insurance Agency Owner

I enjoyed a long career as an Insurance agent with Farmers Insurance.

Operated my own agency for 25 years - growing from 0 to 2900 policies and generating millions of dollars in annual premium.

Director of Sales – Recruited, trained and mentored producers: helped them meet their income goals

Focused on all lines of business - Home / Auto / Life / Health and Commercial.

Managed day to day sales, service, claims, underwriting of personal and commercial lines policies.

Managed accounting, finance, human resource.

Oversaw all Financial Management of agency, including auditing and reporting

EDUCATION

Brigham Young University / United States International University -

Graduated in 1991 with BS in International Business Administration

Other Skills and Experience

* **Fluent in English and Spanish**

* **Teacher in San Marcos Unified School District**

* **Provided consulting for Public Administration policies**

* **Served on Student and Neighborhood relations committee for City of San Marcos**

* **Served on the Budget Review committee for City of San Marcos 2009-2011**

* **Served on the Planning Commission for City of San Marcos 2013-2015**

* **Served as Chairman of Kit Carson District for Boy Scouts of America**

* **Coached multiple youth sports teams for last 30 years**

* **Served on multiple boards with non-profits over last 30 years**

- * Board Member for Hope Legacy 2017 to Present: assist youth to become self-reliant in area of education and finances.**
- *Petco Park Customer service agent for San Diego Padres games**
- *Board Member for Vallecitos Water District in San Marcos 2020 – Present**
- *Board Member for Encina Waste Water 2023**

ATTACHMENT A

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION REGULAR MEMBER

The North County Fire Protection District is pleased to nominate Ross Pike as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member
with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby
certify that:

- The nominee is a member of a legislative body of an independent special district whom
resides in San Diego County.

Cindy Acosta

(Presiding Officer Signature)

Cindy Acosta

(Print name)

Board President NCFPD

(Print Title)

01/30/2023

(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED

FEB 21 2023

SAN DIEGO LAFCO

ROSS PIKE

NORTH COUNTY FIRE PROTECTION DISTRICT

February 21, 2023

Dear San Diego County Special Districts,

I've had the pleasure of traveling around San Diego County over the past few weeks to meet many of you and it has been enlightening to hear about the experiences your districts are facing and how you interact with SDLAFCO. Thank you for your time and for sharing your stories!

SDLAFCO encourages orderly growth, promotes the logical formation and determination of local agency boundaries, discourages urban sprawl, and preserves open space and prime agricultural lands. From there, our Special Districts provide essential services to constituents, ratepayers, and community residents to achieve the goals of their unique agencies. Our SDLAFCO Commissioners present as one of the few outlets for representation and it's important that our Commissioners work to provide better collaboration between SDLAFCO and our Special Districts. As Directors, Trustees, and Board members, we understand that our agencies must adapt to the changing world we live in and our Special Districts must have a voice in the process that impacts them.

I am uniquely qualified and have been fortunate to be nominated by North County Fire Protection District and received support from Mission Resource Conservation District where I serve as a new Board Member. Also, serving on a Community Planning Group has provided me an education in land use experience where I serve on subcommittees advising on roads, traffic, and public facilities. All these roles require close attention to detail, commitment to the community, and dedication. That experience provides critical perspectives when voting on matters before SDLAFCO.

As a leader in the recent redistricting efforts, I attended every redistricting commission meeting which often would go on until nearly midnight and was able to activate our Community Planning Group in the process. Fallbrook was the first Planning Group to send a letter to the Redistricting Commission and the two letters I authored were well-received which resulted in bipartisan support and unanimous votes by my colleagues. I also led the community to submit comments with 397 comments mentioning Fallbrook compared to 470 comments for Oceanside, a city more than triple our size. Our efforts were successful and the input we submitted helped shape the final map of Supervisor District 5.

Local control matters. We represent the communities we live in and serve. We know what is best for our neighbors because we live in the same community as them. Serving as an alternate and attending the meetings for the North County Dispatch Joint Powers Authority has allowed for me to see how both Special Districts and cities were able to band together to provide essential services at healthy savings to our taxpayers by each district and city bringing their own independent perspectives and skills/services to the table, all while still maintaining all of our own local autonomy.

Please reach out to me if you have any questions or want to talk about anything. I always tell my constituents that they elect me to do a job, which means to get things done effectively and thoughtfully. I not only welcome your input, but I ask for it. As your Special District Representative to SDLAFCO, I would represent you and ensure that the voice of the Special Districts in San Diego County is heard.

Thank you for your time and consideration. I respectfully ask for your Board's vote to represent you and all our special districts as the Special Districts Representative on the San Diego Local Agency Formation Commission.

Respectfully,



Ross Pike
Director
North County Fire Protection District
rpik@ncfire.org



ROSS PIKE

NORTH COUNTY FIRE PROTECTION DISTRICT

ELECTED & APPOINTED LEADERSHIP

ELECTED DIRECTOR, BOARD OF DIRECTORS

NORTH COUNTY FIRE PROTECTION DISTRICT | Jul 2022 - present

- North County Fire serves a 90 square-mile area including Fallbrook, Bonsall, De Luz, and Rainbow
- Through labor negotiations, secured the highest bilingual incentive pay in San Diego County to ensure the district, serving our 50% Latino community ensuring culturally-competent care
- Use pre-established relationships in order to build coalitions connecting NCFPD leadership with potential grants, funding, and lobbying opportunities
- Partner with community organizations and nonprofits to ensure we are providing the highest level of care and services are reaching as many community members as possible

ALTERNATE, BOARD OF DIRECTORS

NORTH COUNTY DISPATCH JOINT POWERS AUTHORITY (JPA) | Jul 2022 - present

North County Dispatch Joint Powers Authority, or North Comm, provides fire and medical emergency dispatch services to most city fire departments and fire district agencies in North San Diego County and private security dispatch to the Rancho Santa Fe Patrol.

ELECTED BOARD MEMBER

FALLBROOK COMMUNITY PLANNING GROUP | Jan 2021 - present

- Advise San Diego County, County Supervisors, and SANDAG on Fallbrook land use matters
- Led community redistricting efforts by drafting public statements and organizing strategic initiatives, including two letters sent by the Fallbrook Planning Group that inspired other planning groups to send letters
- Serve on the Circulation (roads, traffic circulation, and sidewalks) and Public Facilities Committees (utility-related projects)
- Member of the Ad-Hoc Social Media Committee to establish social media guidelines for the Fallbrook Planning Group and its members
- As Board Secretary, drafted board and committee agendas, issued information to the local newspaper, and disseminated information through social media reaching an average of 1,800-2,800 people per post
- Write speeches and prepares talking points for weekly public engagements

APPOINTED DIRECTOR, BOARD OF DIRECTORS

MISSION RESOURCE CONSERVATION DISTRICT | Jan 2023 - present

MRCD works to promote the conservation of soil, water, and other natural resources in the San Luis Rey and Santa Margarita watersheds through effective planning that ensures a healthy ecosystem and provides economic benefits and quality of life for landowners/land occupants and the general public. Through partnerships with water agencies, MRCD works with ratepayers to assist with conservation and savings on water bills.

RELEVANT WORK EXPERIENCE

CHIEF OF STAFF/CAMPAIGN MANAGER

COUNTY SUPERVISOR CAMPAIGN | Feb 2022 - Dec 2022

- Managed daily campaign operations
- Supervised staff in various roles including communications, field operations, and volunteer recruitment
- Drafted and disseminated campaign messaging through media, surrogates, and digital outlets
- Coordinated calendar for speaking engagements, fundraisers, and community appearances
- Interfaced with community groups, elected officials, partnering campaigns, and political organizations
- Coordinated with 23 overlapping campaigns (school board, city council, special districts) in the 2,200 square-mile district

LOCAL COMMUNITY SERVICE & LEADERSHIP

Member, Fallbrook Chamber of Commerce

Advisor, Board of Directors, Fallbrook Village Association

which promotes and supports the economic, physical and cultural revitalization of the Fallbrook area.

Strategic Steering Committee Chair, Fallbrook Village Association

led the committee to establish the organization's first strategic plan

Member, Friends of the Fallbrook Library

Member & Fundraiser, Fallbrook Land Conservancy

Fundraiser, Fallbrook Animal Sanctuary

PERSONAL

760-723-2012 (office)

rpik@ncfire.org

ncfire.org/board-director-ross-pike

EDUCATION

Grand Rapids Community College
Communications

Bellevue University
Business Management

CERTIFICATIONS

Leading Diverse Teams
University of California Irvine

People & Business Leadership
Bellevue University

Successful Negotiation
University of Michigan

MEMBERSHIPS & AFFILIATIONS

- Fallbrook Chamber of Commerce
- California Special Districts Association (CSDA)
- Society for Human Resource Management (SHRM)
- American Management Association
- American Association of Political Consultants (AAPC)
- Young Elected Officials Network

AWARDS & RECOGNITION

"Awesome Award" on behalf of Rady Children's Hospital for Children's Miracle Network fundraising (2021)

"Benham Service & Civic Engagement Award" for civic engagement and community outreach (2012)

ATTACHMENT A

**NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
REGULAR MEMBER**

The ALPINE FIRE PROTECTION DISTRICT is pleased to nominate BARRY WILLIS as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as a regular special district member with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

Stephen R. Taylor
(Presiding Officer Signature)
Stephen R. Taylor
(Print name)

PRESIDENT

(Print Title)

1/17/23
(Date)

RECEIVED
JAN 25 2023
SAN DIEGO LAFCO

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

EDUCATION

U.C. Berkeley/ University of California, San Diego

Major: Pre-Law Program/Bachelor of Arts in Political Science
Minor: Psychology

College for Financial Planning

Chartered Retirement Planning Counselor Designation
2017-2023

Kaplan Financial Education

Series 7 Stock Broker License

Chelsea Financial Services Broker Training Programs

Life Insurance and Financial Planning, (Multi-State)

COMMUNITY INVOLVEMENT:

Commissioner- San Diego LAFCO 2019- Present

2550 Fifth Avenue Suite 725

San Diego, CA 92103

619.321.3380

Alpine Fire Protection District Board

Vice President 2023 - 2027

Board Member - 2018 - 2022

Alpine Kiwanis

Member - 2018 - Present

Board Member 2019- Present

East County Federal Credit Union

President 2019-2023 Supervisory Board Committee

Santee Chamber of Commerce

Executive Board Member - 1996-1998

Elected to handle budgetary and Administrative issues at the local Santee Chamber

Relevant Skills and Strengths:

- Owner/Operator of successful insurance company
- Office Administrator of success Counseling Business in East County
- Over 10 years in Senior Management position
- Excellent Mediation and Negotiation Skills
- Active in Alpine and surrounding communities helping seniors, homeless and special needs groups
- Strong supporter of our military, public safety and homeless populations
- Excellent Customer Service Skills
- Committed to the safety and future of our community and surrounding communities
- Actively involved in community organizations
- Working knowledge of vocational rehabilitation and clinical procedures in counseling office that specializes in Worker's Compensation and Expert Testimony.
- HIPAA trained and compliant; ensuring confidentiality of sensitive medical, mental health and personal information; reviewed confidential and sensitive med/legal files.
- Experience with Workers-Compensation and assisting injured workers with re-employment/return to work benefits; identifying suitable employment opportunities after reviewing physical disabilities and permanent restrictions. Assisted government employees in return-to-work with suitable and gainful employment.
- Heavy interaction with injured workers, physicians, attorneys, insurance carriers and claims adjusters, psychologists, government entities, schools and employers.
- Performed client intake
- Conducted Labor Market research, and Labor Market reports
- Reviewed and analyzed Sub Rosa tapes
- Excellent Microsoft Office, PC and Mac experience; managed electronic client data files
- Exceptional interpersonal and organizational skills, reliable and personable

PROFESSIONAL EXPERIENCE

Hartley Cylke Pacific Insurance Agency, San Diego, CA

Insurance Broker - 2003 - Present - (FT)

Responsible for Group Medical, Life and Health Insurance and various Fix Annuities, Retirement Planning and assisting clients with their insurance needs.

Chelsea Advisory Services , San Diego, CA

Insurance Broker - 1997 - Present - (PT)

Investment Advisor Representative that specializes in Retirement Planning, Series 7 Stock Broker license. Life Insurance and Financial Planning with clients.

Jeannette S. Clark & Associates Inc.

Office Administrator 10/1/2009 - Present - (PT), El Cajon, CA

Office Administrator and Logistics Manager for Certified Department of Labor Counseling/Vocational Rehabilitation and Personal Counseling Office: Responsible for Drafting and editing legal documents and correspondence, assisted Worker's Compensation clientele (injured Department of Labor, veterans and other government workers) with re-employment/ return to work benefits. Working knowledge of clinical procedures in vocational rehabilitation in a Counseling office. Heavy interaction with physicians, attorneys, psychologists, government entities, insurance carriers and claims adjusters, schools and employers. Performed client intake. Review confidential and sensitive medical files and brief attorneys; conduct labor market research surveys; reviewed, analyzed Sub Rosa tapes; generate legal and general correspondence including drafting expert witness statements; cash handling experience. Troubleshooting of PC/Mac and

software. Electronic data management and filing. Excellent client relations. Greet clients, provide assistance in person and via phone. Answer telephones, respond to e-mails, schedule client appointments, and coordinate travel arrangements.

Denny's Restaurants

Restaurant Manager - 1981 - 1983, Pacific Beach, CA

Responsible for managing, marketing, scheduling, interviewing, hiring and termination of employees, teaching employees how to maintain a safe work place, food orders, front and back staff, cost of sales, budgets, cash handling, working with vendors and customer service.

COMMUNITY INVOLVEMENT:

**Alpine Fire Protection District Board
Board Member - 2018**

**Alpine Kiwanis
Member - 2018**

**Santee Chamber of Commerce
Executive Board Member - 1996-1998
Elected to handle budgetary and Administrative issues at the local Santee Chamber**

ATTACHMENT B

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
ALTERNATE MEMBER

The Republic del Diablo MUD is pleased to nominate Daniel Drake as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

Jim Murtland
(Presiding Officer Signature)

Jim Murtland
(Print name)

President
(Print Title)

1/26/2023
(Date)

PLEASE ATTACH RESUME FOR NOMINEE

- Limit two-pages
- Must be submitted with Nomination Form

RECEIVED

FEB 14 2023

SAN DIEGO LAFCO

David A. Drake

Escondido, CA

daviddrake@cox.net

David Drake is one of the original inventors and co-founder of SmartCover Systems. He served as the initial head of engineering and wrote the formative software. He currently is a member of the Board of Directors of SmartCover. In 2020, he was named as the Industry Icon by Water and Wastes Digest.

David Drake was elected as Vice President of the Association of California Water Agencies Joint Powers Insurance Authority in September of 2022. He was subsequently appointed to the ACWA Board of Directors.

Mr. Drake was elected as an Alternate Commissioner for Special Districts to the San Diego County Local Area Formation Commission (LAFCO) in July, 2022.

Mr. Drake was appointed to the Board of Directors in January of 2006 as the Division II representative of Rincon del Diablo Municipal Water District's Parent District and Improvement District "E."

Mr. Drake has served in engineering and management roles since 1974. He was a Member of the Technical Staff at the Jet Propulsion Laboratory, Manager of Engineering at Oak Industries, Software Unit Manager at Digital Equipment Corporation, CIO and VP at Mitchell International, Internet Service Architect at SAIC, and Co-founder and Enterprise Architect of SmartCover Systems in Escondido, CA. He holds 15 US and five foreign patents and has three pending patents. He graduated from Caltech in Engineering and is a Life Member of the Caltech Alumni Association. In 2017 he was named a Life Member of Institute of Electrical and Electronics Engineers (IEEE) and was awarded his Masters Degree in Electrical Engineering from USC.

Mr. Drake has lived in Escondido since 1979.

ATTACHMENT B

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE
FOR THE SAN DIEGO LOCAL AGENCY FORMATION COMMISSION
ALTERNATE MEMBER

The Palomar Health is pleased to nominate Jeff Griffith as a
(Name of Independent Special District) (Name of Candidate)

Candidate for the San Diego Local Agency Formation Commission as an alternate special district member with a term expiring 2027.

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district whom resides in San Diego County.

Linda Greer Chair
(Presiding Officer Signature)

Linda Greer RN Chair
(Name of Chair)

2/19/23
Date:

PLEASE ATTACH RESUME FOR NOMINEE

Limit to 3 pages

Must be submitted with Nomination Form

RECEIVED

FEB 20 2023

SAN DIEGO LAFCO

Jeff Damon Griffith

EDUCATION:

Butte College, Oroville, California
Associates Degree-1994
Certificate of Achievement-Paramedic
Enterprise High, Redding, California

LICENSES:

State of California:
Paramedic
Commercial Driver License "A"

WORK EXPERIENCE:

10/01/2021 – Present	Palomar College Part-Time Faculty Emergency Medical Education 1140 W Mission Rd. San Marcos, CA 92069 (760) 744-1150
02/29/2006 – 12/21/2021	Cal Fire/Riverside Unit Glen Oaks Station #96 Temecula Division/Battalion 15 (951) 302-7502 Fire Captain – Schedule "A"
11/06/2012 – Present	Palomar Health District 2185 Citracado Parkway Escondido, CA 92029 Phone: (442) 281-5000 Board of Directors, Vice Chair
10/23/1988 -09/11/2006	CDF/Ramona Fire Department Battalion 8 829 San Vicente Road Ramona, CA 92065 (760) 788-2222 Position: Fire Apparatus Engineer/Paramedic Schedule "A" Proctor/Field Training Officer

Additional Information:

As of November 6, 2012, I have been elected to the Board of Directors for Palomar Health. It is a seven-member board with a term of four years. The responsibility of the Board Member is to develop and ensure that the organization's mission and vision statements are carried out in an effective and ethical manner. To that end, the member is accountable for oversight and implementation of policies and monitoring of the organizations performance in establishment of strategic direction, financial stewardship, quality outcomes and leadership of the Healthcare District.

Palomar Health is the largest public health district in the State of California serving communities in an 850-square mile area and a trauma center that covers more than 2,200 square miles of South Riverside and North San Diego Counties.

Currently, I am Vice Chair and Chair the Governance Committee and I have been re-elected to another four-year term as of November 8, 2016.

I have also been certified in Essentials of Healthcare Governance.

As of September 24, 2013, I have been appointed to the San Diego County Health Services Advisory Board (HSAB) to represent District 3. I continued until 2016.

As of April 21, 2017, I have been appointed to San Diego County Medical Reserve Corps as a "Disaster Service Worker" The San Diego Medical Reserve Corps (MRC) is a community-based group of local medical and health workers who can serve as volunteers during a local health emergency. The mission of the San Diego County Medical Reserve Corps (MRC) is to enhance San Diego County's ability to respond to public health emergencies or disasters with a team of trained health professionals. The MRC accomplishes this by:

- Involving volunteers in response drills and exercises
- Linking MRC members with local public health initiatives and education campaigns for ongoing community engagement

In 2021, I was appointed to the Association of California Healthcare Districts (ACHD) to serve as a member of the Board of Directors. ACHD works with numerous state and local entities to promote the role of Healthcare Districts play in the responding to the specialized health needs of tens of millions of California while also have direct accountability to the communities that Districts serve. I have been assigned to the Advocacy and Governance committees.

If you have any questions, please give me a call.