



# RANCHO SANTA FE FIRE PROTECTION DISTRICT REGULAR BOARD OF DIRECTORS MEETING MINUTES

Rancho Santa Fe Fire Protection District - Board/Community Room  
16936 El Fuego  
Rancho Santa Fe, California

September 12, 2001  
1:30 p.m.

## 1. *Meeting Called to Order/Roll Call*

President Mullins called the meeting to order at 1:30 p.m.

Directors Present: Ashcraft, Douglas, Lombard, Mullins, Phillips

Directors Absent: None

Staff Present: Erwin Willis, Fire Chief; Dallas Neville, Deputy Chief; Nicholas Pavone, Deputy Chief; Donald Butz, Deputy Chief; Karlana Rannals, Board Clerk

President Mullins requested a *minute of silence* in honor of those who perished on September 11, 2001 tragedy in New York City.

## 2. *Approval of Minutes*

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR ASHCRAFT, CARRIED 5-0, to approve and file:

(a) RSFFPD Board of Directors regular meeting minutes held August 22, 2001.

## 3. *Security Patrol Month Report – August 2001*

Chief Wellhouser was unable to attend. No report.

## 4. *Public Comment*

No one requested to speak to the board members.

## 5. *Correspondence*

Chief Willis read two letters of appreciation.

## 6. *Finance*

### a. *List of Demands – August 2001 (Informational)*

Monthly report reviewed and filed.

## 7. *Geographic Information System*

Mike Scott, Urban Forester provided a thirty-minute presentation about the status of the Geographical Information System contract. The information gathered is assisting the District in developing a community management plan for hazard reduction. By identifying the high hazard areas, District personnel have the opportunity preplan responses. The Board of Directors requested that Staff provide an update in six months.

## 8. *Public Hearing – Final Budget Fiscal Year 2001/2002*

President Mullins opened the public hearing and called for any interested person to comment on the Final Budget for fiscal year 2001/2002. No oral comments or written comments received. President Mullins closed the public hearing.

9. *Final Budget – Fiscal Year 2001/2002*

Staff distributed four replacement pages for the budget document. There was a mathematical error found, a capital item was not included in the totals. Chief Willis reviewed that changes from the preliminary budget and final presented. The Board of Directors questioned Staff on proposed expenditures and the significant increase of certain line items. Chief Willis also reported that he is hearing from developers in the area that there is a slow down of new construction. This could affect the District's revenue.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR PHILLIPS, CARRIED 5-0, to approve the Final Budget for FY 2001/2002.

10. *Staff Report*

a. *Fire Prevention Report*

Chief Pavone reviewed the monthly report included in the board packets.

b. *Operations Report*

Chief Neville distributed the monthly activity report. He reported on a overturned tanker that occurred on Del Dios Highway. The fire danger has been at an all time high from August and predicted through September. A brush fire occurred in the Rancho Cielo area believed to have been started by dropped power lines.

c. *Training Report*

Chief Butz reported that the District had moved forward on hiring for the vacant Paramedic/Firefighter position. The candidates were narrowed to three finalists and the next phase is the medical and psychological exams. It was noted that District personnel have participated in Fire Prevention classes, wildland training and low angle rescue training.

d. *Fire Station(s) – Update*

1. *Rancho Cielo:* Chief Butz reported that the architectural and site plan should be completed in October. The hose tower plans should be completed by November.

2. *4S Station:* the developer plans to proceed with the bid for construction in October.

3. *Fairbanks:* President Mullins provided an update on a vacant property in the Fairbanks as an alternate location for a new fire station.

e. *Change in Ambulance Provider*

Chief Willis informed the Board members that the Contract for Advanced Life Support (ALS) transport services changed from AMR to San Diego Medical Services on September 1.

11. *Closed Session*

The board members met in closed session from 4:10 - 4:20 p.m. pursuant to Government Code Section 54957.6 to discuss the following:

*CONFERENCE WITH LABOR NEGOTIATOR(S) to discuss the meet and confer meeting between the District and Rancho Santa Fe Firefighters Association – Labor Relations Committee.*

Upon reconvening, President Mullins reported that the ad hoc committee summarized the discussions that concluded in a mutual agreement for wages, benefits and term of contract. President Mullins expressed their appreciation to the ad hoc committee for the time and effort in contract negotiations with the firefighter bargaining unit. No action taken.

9. *Resolutions*

a. *Approve – Resolution No. 200 – Adopting a Memorandum of Understanding between Rancho Santa Fe Fire Protection District and Rancho Santa Fe Firefighters Labor Relations Association*  
Chief Willis reported this Resolution is the formal step necessary to approve and implement the negotiated contract for wages and benefits between the District and Rancho Santa Fe Firefighter Labor Relations Association.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, TO APPROVE Resolution No. 200 on the following roll call vote:

AYES: Ashcraft, Douglas, Lombard, Mullins, Phillips  
NOES: None  
ABSENT: None  
ABSTAIN: None

10. *Adjournment*

Meeting adjourned at 4:25 p.m.

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Karlana Rannals  
Secretary

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F J Mullins  
President