

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes September 20, 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 1:01 pm.

Pledge of Allegiance

Deputy Chief Slattery led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner

Directors Absent: Hillgren

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

1. **Presentations**

Engineer Troy Duncan presented the proposed RSF-Fire Drone Program and answered questions from the staff and Board members.

2. **Motion waiving reading in full of all Resolutions/Ordinances**

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. **Consent Calendar**

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept the consent calendar as presented.

a. **Board of Directors Minutes**

- Board of Directors minutes of August 16, 2023
- Board of Directors minutes of Special Meeting September 12, 2023

b. **Receive and File**

- Monthly/Quarterly Reports for August 2023

(1) List of Demands Check 36841 thru 36957, Electronic File Transfers (EFT), and Wire Transfer(s)

totaling: \$ 618,444.62

Wire Transfer(s) totaling: \$ 317,203.05

Payroll(s) totaling: \$ 975,198.56

TOTAL DISTRIBUTION \$ 1,910,846.23

(2) Grant Recap

(3) Activity Reports – August 2023

(a) Operations

(b) Training

(c) Fire Prevention

4. **Public Comment**

None



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5. New Business

a. Approve the RSF Drone Program/ Acceptance of Grant Funding - Rancho Santa Fe Fire District Foundation (RSFFDF)

To discuss and/or approve the proposed Drone Program and accept grant funding from the RSFFDF, on behalf of Mrs. MacDonald, for the purchase of all equipment to implement the RSF-Fire Drone Program. Staff Report 23-24

Based on the presentation by Engineer Duncan, Fire Chief McQuead requested that the RSF Drone program be approved. The fiscal impact will be mitigated by the generous donation by Mrs. MacDonald via the RSFFDF for \$50,000. The package will include two (2) high end drones and practice drones; training; and audio-visual equipment.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to Accept Grant Funds from the RSFFDF and Approve Drone Program not to exceed \$50,000.

6. Resolutions/Ordinance

a. Resolution No. 2023-12

To discuss and/or adopt the Resolution – *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Committed and/or Constrained Fund Balances for FY23 Exhibit A

Manager Caccavo reported that this resolution is an annual item to satisfy the Government Accounting Standards Board (GASB) 54.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to ADOPT the Resolution *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Committed and/or Constrained Fund Balances for FY23

7. Old Business

a. Final Budget FY23/24

To discuss and/or adopt the proposed Final Budget. Proposed Final Budget Booklet

Manager Caccavo went over the final changes to the preliminary budget to the final budget summarized on page 23 of the Final Budget; page 61 of the agenda packet. Manger Caccavo answered questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve Fiscal Year 2023/2024 Budget as presented on a roll call vote:

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

8. Oral Report

a. Fire Chief:

Fire Chief McQuead presented pictures of the recognition of Captain Mertz & Captain Mosby on the IAFF Memorial Wall. Staff completed the Administrative Warrant process and the forced weed abatement on the Los Colinas property. The Pancake Breakfast will be held at Station 2 on October 7th. Closed out the grants for new brush jackets, and auto extrication tools.

b. Operations:

Deputy Chief Slattery reported there is one individual on Administration Leave due to performance. This will provide one vacancy should they resign. One Firefighter had an accident on his motorcycle and will be out for 6-8 months. One reserve left that is backgrounds for another agency. It's been decided to put the reserve program on pause during this time of recruitment issues. Type VI expected next year; received the CalFire type



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VI (called Patrol 266) to use until the new Type VI comes into service. September 16 was the Fallen Firefighters Memorial in Colorado Springs honoring Captain Mertz and Captain Mosby. Chief Slattery reported on recent incidents in the District and deployments. Escondido will be moving to North County Dispatch provided the City approves. Fuel moistures for September went down to 73%. Total calls of 498 in August.

c. Training:

Chief Bennett summarized his report on the training hours. Four personnel completed probation: Schertzer, Ball, Campbell, and Frazee. Two personnel on probation: Soto and Shimer. Partnering with North Zone agencies for Blue Card training to set up for the drills coming up in January. North Zone rope rescue drills are ongoing. RSFFPD will be hosting a confined space rescue coming up. Training for the UTV to ensure all staff is certified to operate. Chief Bennett presented a slide show of all the training.

d. Fire Prevention:

Fire Marshal Donner summarized her report for fire prevention. Dealing with several difficult projects slowing down the plan review process. Met with the County regarding energy storage systems to discuss the Building Department allowing energy systems to be placed under windows or near doors. Staff attended four community events for the month. A new product available, Mighty Fire Breaker, that sprays on the property until the first rain may be a new unique resource. CalFire may return to do defensible space inspections. Fire Hazard Severity Zone maps are out for public comment.

e. Human Resources, Finance & Board Clerk:

Manager Caccavo reported that Nicole Musicco, the CFO of CalPERS, will be stepping down after less than two years. Staff went to Utah for training on Caselle, will be going live in the beginning of October and payroll will be live mid-October.

f. Board of Directors:

I. North County Dispatch JPA:

Director Ashcraft reported that Escondido has a proposal for the City Council to vote on moving the NCDJPA.

II. County Service Area – 17:

Director Stine reported that the next meeting will be at RSFFPD on November 7th in the Administrative Office Board Room.

III. Rancho Santa Fe Fire District Foundation:

Director Stine reported that fundraising has been challenging, and the Foundation is very grateful for the recent donations by Mrs. MacDonald.

IV. Director Comments:

Ashcraft: None

Malin: None

Stine: Director Stine reported on a recent e-bike explosion in Encinitas; sprinklers saved the house.

Tanner: Director Tanner would like to see more recognition for the flags and the work done by RSFFPD.

2:19pm Adjourned for a break

2:32pm Reconvened to Open Session

2:33pm Adjourned into Closed Session



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9. Closed Session

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Represented Employees: Rancho Santa Fe Miscellaneous Employees

Under Negotiation: Memorandum of Understanding

3:14pm Reconvened to Open Session


Upon reconvening to open session, President Ashcraft announced that the Board had given direction; no action taken.

10. Adjournment

Meeting adjourned at 3:15pm



Alicea Caccavo
Board Clerk



James H. Ashcraft
Board President