

Rancho Santa Fe Fire Protection District Regular Board of Directors Meeting Minutes April 19, 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 Jim Mickelson led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Stine, Tanner

Directors Absent: Hillgren, Malin

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

RSF Fire District Foundation: Retired Fire Chief Frank Twohy

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

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

2. Consent Calendar

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to pull the Grant Funding items to discuss.

Directors and staff discussed the generous donations received and ways in which to incorporate them into the District's finances with the best possible impact.

a. Board of Directors Minutes

- Board of Directors minutes of March 15, 2023

b. Receive and File

- Monthly/Quarterly Reports

(1) Financial Statements for period ending March 31, 2023

(2) List of Demands Check 36116 thru 36206, Electronic File Transfers (EFT), and Wire Transfer(s) for the period March 2023 totaling:

\$ 168,372.63

Wire Transfer(s) period March 2023 \$ 450,523.28

Payroll for the period March 2023 \$ 685,589.63

TOTAL DISTRIBUTION \$ 1,304,485.54

(3) Grant Recap

(4) Activity Reports – April 2023

(a) Operations

(b) Training

(c) Fire Prevention

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

To discuss and/or accept grant funding from the RSFFDF for the purchase of an All-Terrain Vehicle and transport trailer. Staff Report 23-08

d. Grant Funding - Rancho Santa Fe Fire District Foundation (RSFFDF)

To discuss and/or accept grant funding from the RSFFDF for the purchase of 60 handheld BKR-5000 VHF Radios. Staff Report 23-09

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to accept the consent calendar as presented and approve acceptance of the Grant Funding.



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3. Public Comment

None

4. New Business

a. Deferred Compensation Options

To discuss the pursuit of options for the 457 plan benefits. Staff Report 23-10

Deputy Chief Slattery reported that staff is planning on setting up an ad hoc committee to review the current deferred compensation plan and determine if there are other options that would benefit the majority of the District personnel, both active and retired. Staff will return to a future board meeting with more concrete information and/or options.

b. Local Agency Formation Commission Ballot

To discuss and/or authorize the President to cast the ballot on behalf of the District to elect one special district representative among two nominated candidates to serve on the San Diego Consolidated Redevelopment Oversight Board. Ballot and Certification Form with Resumés

Director Ashcraft reported that this a new ballot that the board will review the resumes provided and authorize the President to cast the ballot.

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, and CARRIED 3 AYES; 0 NOES; 2 ABSENT; 0 ABSTAIN to authorize the Board President to cast ballot on behalf of the District.

5. Oral Report

- a. Fire Chief – *Fire Chief McQuead reminded the board that the Appreciation Dinner is coming up Friday, April 21st. Fire Chief McQuead was recently accepted into the Rotary Club and the Foundation did a presentation to the Rotary on their mission. Chief McQuead also discussed the evacuation pass through the County of San Diego Agriculture and Livestock, known as the Ag Pass Program, allowable for commercial agriculture and livestock operators to access to restricted areas to care for crops and animals.*
- b. Operations – *Deputy Chief Slattery reported that the District recently onboarded 2 Firefighter/Paramedics, Sullivan Shimer and Michael Soto. They will begin a 2-week academy and start on the floor May 6th. Battalion Chief testing on May 17th with the North Zone. Captains testing starts on May 24th and Engineer testing just completed in mid-March. Chief Slattery highlighted some of the recent calls; the visit from President of the United States; and presented pictures of the newly renovated Station 6.*
- c. Training – *Deputy Chief Slattery reported on behalf of Training Chief Luke Bennett. Busy month with 3rd Quarter testing for the probationary firefighters; active shooter drills; cadaver training; hands only CPR in schools; and upcoming county wildland drill. The District has moved to a new company called On Duty Health for wellness that has enhanced benefits and cost savings.*
- d. Fire Prevention – *Fire Marshal Donner reported that the Cielo's Village project is moving forward. Fire Marshal Donner updated on current projects in the district. Currently have 170 projects in the queue. Weed abatement mailer is about to be distributed.*
- e. Human Resources, Finance & Board Clerk – *Manager Caccavo reported that starting a new budget process that is inclusive of all the staff who have areas of responsibility. Recruitments have been keeping staff very busy. Moving towards the new finance software, waiting to hear where the District is in the queue. Manager Caccavo will be setting up finance committee meetings shortly.*
- f. Board of Directors
 - I. North County Dispatch JPA – Meets May 24th.
 - II. County Service Area – 17 – Meets May 2nd.



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III. Rancho Santa Fe Fire District Foundation – *Chief Twohy reported that the Foundation is thankful for the recent donations and was pleased with the presentation at the Rotary Club. Looking for ideas for fundraising and how to promote the recent generosity received possibly using press releases.*

IV. Director Comments:

(1) Ashcraft - *None*

(2) Stine - *None*

(3) Tanner – *Director Tanner conveyed his appreciation for his interaction with Manager Caccavo.*

6. **Adjournment**

Meeting adjourned at 2:29pm

Alicea Caccavo
Board Clerk

James H. Ashcraft
Board President