



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – January 9, 2013**

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

Fire Chief Michel led the assembly in the *Pledge of Allegiance*.

President Ashcraft informed the Board that pursuant to government code section 54954.2(b) (2) there is a request to amend the agenda to include the following topics for discussion and/or action:

AMEND AGENDA ITEM: 10. 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

Unrepresented Employees: Fire Chief; Battalion Chief (5); and Administrative Manager

(Add) Unrepresented Employee: Emergency Medical Services Coordinator

Under Negotiation: Successor Memorandum of Understanding and Compensation

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 4 AYES; 0 NOES; 1 ABSENT to amend the agenda as requested.

1. Special Presentations

a. Retirement Recognition – Chief Michel welcomed recently retired district employee Staff Assistant Connie Balignasay to the meeting. He thanked her for her 22 years of dedicated service to the District. She was presented with a retired district badge.

b. Badge Presentation

Chief Michel welcomed all in attendance. Chief Michel and Chief Davidson summarized the District's probationary processes and the roles and responsibility that they will assume. Chiefs' Michel and Davidson congratulated the individual on his successful completion of probation. A Fire District badge was presented to the following member of the District:

i) Troy Duncan, Firefighter/Paramedic

President Ashcraft on behalf of the Board of Directors congratulated the employees and wished them continued success in their new roles.

2. Roll Call

Directors Present: Ashcraft, Hickerson, Malin, Tanner

Directors Absent: Hillgren

Staff Present: Tony Michel, Fire Chief; Darrin Ward, Deputy Chief; Dismas Abelman, Deputy Chief; Bret Davidson, Battalion Chief; Jim Sturtevant, Battalion Chief; Chris Galindo Battalion Chief/Fire Marshal; Renee Hill, Deputy Fire Marshal; and Karlana Rannals, Board Clerk

3. Public Comment

No one requested to speak to the board.

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

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

5. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Board of Directors minutes of December 12, 2012

b. Receive and File

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT to receive and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 23530 thru 23610 for the period December 1 – 31, 2012 totaling:	\$ 370,726.30
Payroll for the period December 1 – 31, 2012	<u>\$ 428,750.61</u>
TOTAL DISTRIBUTION	\$ 799,476.91

(2) Activity Reports – December 2012

- Operations
- Training
- Fire Prevention

(3) District Articles – December 2012

(4) Correspondence

- None

(5) Travel Reports

- Michel – CalChiefs Conference *November 28-30, 2012*

6. Old Business

a. None

7. New Business

a. None

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President Ashcraft requested to defer the action of adopting resolutions until after the Board met in closed session. There was no objection.

9. Oral Reports

a. *Fire Chief – Michel*

- i) Cooperative Efforts: Encinitas Fire Chief Scott Henry has retired however, is contracting back until a replacement is named. He will be talking with Chief Henry to schedule a leadership meeting that includes the city managers. He also updated the board on the status of his conversations with the City of Carlsbad regarding vehicle maintenance.
- ii) District Activities
 - (1) Christmas “Kids” Party held December 14 was a huge success.

b. *Operations – Deputy Chief Ward*

Chief Ward reported on the following topics:

- Call activity:
 - 216 calls last month
 - No significant losses
 - Total call volume for CY2012 – 2,592 that is a 9.3% increase over the previous year.
- c. *Training – Battalion Chief Davidson* Chief Davidson summarized the monthly training activity, which included:
 - HazMat Refresher training
 - PERT Class that also included an overview of the County’s Adult Protective Services
 - Hose lays
- Captain’s Exam conducted with four individuals who successfully passed the exam.
- There are four “new hires” in background. The vacancies are at Del Mar, Encinitas and Solana Beach Fire Departments.

d. *Fire Prevention*

i) *Deputy Fire Marshal (Renee Hill)*

She reviewed new construction projects planned for *The Lakes* (two tracts) and *Cielo* (41 tract homes). Staff also responded to questions from the board about *Cielo Parcel “M.”*

ii) *Fire Marshal (Chris Galindo)*

No report

e. *Administrative Manager Rannals*

- i) No report

f. *Board of Directors*

- North County Dispatch JPA – Update – Director Ashcraft: no report.
- County Service Area 17 – Update – Director Hickerson: no report.
- Comments:
 - None

Ten-minute recess

10. Closed Session

Pursuant to section 54957.6, and 54956.8 the board met in closed session from 1:40 – 2:40 pm to discuss the following:

- 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
Unrepresented Employees: Fire Chief; Battalion Chief (5); and Administrative Manager
Unrepresented Employee: Emergency Medical Services Coordinator
Under Negotiation: Successor Memorandum of Understanding and Compensation
All board members listed, Chief Michel (a portion of the session) and Karlana Rannals (a portion of the session) attended the closed session.
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.8:
CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: El Fuego and Calle Ambiente Fire Stations
Agency Negotiator: Fire Chief
Negotiating Parties: Verizon
Under Negotiation: Instruction to negotiator concerning price and term
All board members listed and Chief Michel and Karlana Rannals attended the closed session.

Upon reconvening to open session, President Ashcraft reported on the matters listed as follows:

- a. A summary of the negotiation meetings were given by the ad hoc committee, and the results are included in the compensation resolutions.
- b. Direction was provided to the Fire Chief. In addition, the Fire Chief was also given the authority to enter into an agreement with Verizon, with a condition that any contract will come before the Board of Directors for ratification.

8. Resolution/Ordinance

a. Resolution No. 2013-01

Ms. Rannals informed the Board that the resolution presented is requested for adoption to confirm the recently negotiated Memorandum of Understanding with the termination date of December 31, 2013.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, and APPROVED Resolution No. 2012-01 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District adopting a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Professional Firefighters Association – Local 4349 on a roll call vote:

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

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b. Resolution No. 2013-02

Ms. Rannals informed the Board that the resolution presented is requested for adoption to confirm the recently negotiated Memorandum of Understanding with the termination date of December 31, 2013.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, and APPROVED Resolution No. 2012-02 *entitled* a resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District adopting a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Employees Association on a roll call vote:

AYES: Ashcraft, Hickerson, Malin, Tanner

NOES: None

ABSTAIN: None

ABSENT: Hillgren

11. Adjournment

Meeting adjourned at 2:45 pm.

Karlana Rannals
Secretary

James H Ashcraft
President