



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR MEETING BOARD OF DIRECTORS
MINUTES – January 11, 2012**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:05 pm.

Pledge of Allegiance

Director Randy Malin led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Tanner

Directors Absent: Hickerson

Staff Present: Tony Michel, Fire Chief; Darrin Ward, Deputy Chief; Mike Daigle, Deputy Chief; Mike Gibbs, Battalion Chief; Bret Davidson, Battalion Chief; Renee Hill, Fire Prevention Specialist; and Karlana Rannals, Board Clerk

2. Special Presentation

a. Chief Michel and Chief Davidson welcomed all in attendance. Chief Davidson summarized the District's promotional process and the roles and responsibility that each person will assume. Chief Michel congratulated the individuals on their selection and achievements. A Fire District badge was presented to the following members of the District:

- i) Brian Slattery, Captain
- ii) Paul Lorenzo, Engineer

b. Chief Michel introduced the newest personnel hired during November/December 2011

- i) Troy Duncan, Firefighter/Paramedic
- ii) Timothy Bryant, Firefighter/Paramedic

President Ashcraft on behalf of the Board of Directors congratulated Captain Slattery and Engineer Lorenzo, and Firefighter/Paramedic's Duncan and Bryant and wished them well in their new position.

3. Public Comment

No one requested to speak to the Board.

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

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

a. *Board of Directors Minutes*

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the following:

Board of Directors minutes of December 14, 2012

b. *Receive and File*

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

i) Monthly/Quarterly Reports

(1) List of Demands

Check 22446 thru 22505 for the period December 1 – 31, 2011 totaling:	\$ 471,620.62
Payroll for the period December 1 – 31, 2011	<u>\$ 500,943.99</u>
	\$ 971,564.61

(2) Activity Reports – December 2011

- Fire Prevention
- Operations
- Training
- Fairbanks Ranch Station Replacement
 - Construction Change Orders

(3) District Articles

(4) Correspondence - letters/cards were received from the following members of the public:

- Karie
- Wungarten
- Kahn

6. Oral Report

a. *Fire Chief – Michel*

- i) Fairbanks Ranch Replacement Fire Station – Update: Chief Gibbs distributed an update on project. The contractor has given another revised substantial completion date of January 24, 2012, with a completion date of February 7. Overall, the project is approximately 85% complete.
- ii) CPR Class: he offered the board several dates to conduct a CPR class. The consensus was to schedule the three-hour class for March 20, commencing at 5:30 pm.
- iii) District Activities
 - (1) He introduced Deputy Chief Mike Daigle, who was recently promoted in Encinitas because of Chief Muir’s retirement. Chief Daigle has assumed the administrative responsibilities previous performed by Chief Henry.

- (2) The District received a \$2,500 grant to develop a “home safety self-inspection” program for residents to inspect their residential fire sprinklers. The program is complete and a walk thru is scheduled for Thursday, January 12, 2012 at 3 pm to see the outcome.
- b. *Operations – Chief Ward*
 - i) Chief Ward summarized the following significant calls that District personnel responded to:
 - (1) Brush Fire: district responded to assist at the Crest fire.
 - ii) Distributed a monthly weather outlook for January
- c. *Training – Battalion Chief Davidson*
 - i) Chief Davidson summarized the following training activity for all personnel:
 - (1) HazMat training with Camp Pendleton at Carlsbad
 - (2) High angle rescue class held on the Olivenhain dam
 - ii) Personnel
 - (1) Completed the 3-week orientation class for new hires:
 - Troy Duncan
 - Tim Bryant
- d. *Fire Prevention - Fire Marshal*
 - i) Fire Prevention Specialist Renee Hill summarized the staff activity:
 - (1) New construction: dropped from the previous month. There is a large medical building under construction in the 4S Ranch area.
 - (2) Weed abatement: to date, notices continue to be sent and four were forced abated
 - (3) Del Dios Gorge: work on the gorge continues to progress to eradicate all invasive species. To date 1,478 trees have been removed
- e. *Administrative Manager – Rannals*
 - i) A report will be presented next month for the 2012 board meeting that will include “ethics training” in December.
- f. *Board of Directors*
 - i) North County Dispatch JPA – Update: Ashcraft: the former Fire Chief Mark Muir was appointed to represent the City of Encinitas on the Board of Directors.
 - ii) County Service Area – 17 – Update: Hickerson: Director Tanner informed the board there was no report
 - iii) Comments
None

10. Closed Session

Pursuant to section 54956.9, the board met in closed session from 2:00 – 2:12 pm to discuss the following:

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Name of Case: REXEL, Inc. – Case No. 37-2001-00102622
All board members and staff listed attended the closed session. In addition, legal counsel (Stephen J. Fitch, Esq.) participated via conference call.

Upon reconvening to open session, President Ashcraft that the matter listed was discussed with no action taken by the Board of Directors.

7. Old Business

- a. None

8. New Business

- a. None

9. Resolution/Ordinance

- a. Resolution No. 2012-01

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, 2012.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, 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, Hillgren, Malin, Tanner
NOES: None
ABSTAIN: None
ABSENT: Hickerson

10. Closed Session

Pursuant to section 54957.6, the board reconvened to closed session from 2:20 – 3:15 pm to discuss the following:

b. 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 (4); Administrative Manager

Under Negotiation: A successor Memorandum of Understanding/Compensation Resolution

All board members listed and Chief Michel and Karlana Rannals attended the closed session

c. With respect to every item of business to be discussed in closed session pursuant to Section 54957:

PUBLIC EMPLOYMENT

Title: Fire Chief

All board members listed and Chief Michel attended the closed session

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Upon reconvening to open session, President Ashcraft that the matter listed was discussed with no action taken by the Board of Directors.

11. Adjournment

Meeting adjourned at 3:17 pm.

Karlana Rannals
Secretary

James H Ashcraft
President