



RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL MEETING (in lieu of regular meeting)
BOARD OF DIRECTORS MINUTES – July 3, 2012

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

Urban Forester Mike Scott led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hickerson, Hillgren, Malin, Tanner

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Darrin Ward, Deputy Chief; Jim Sturtevant, Battalion Chief; Bret Davidson, Battalion Chief; Chris Galindo, Battalion Chief; Deputy Fire Marshal; Emergency Medical Services Coordinator, Mary Murphy; and Karlana Rannals, Board Clerk

2. Public Comment

No one requested to speak to the board.

3. Consent Calendar

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Consent Calendar as submitted.

a. *Board of Directors Minutes*

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the following:

Board of Directors minutes of June 13, 2012

b. *Receive and File*

MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to and file:

i) Monthly/Quarterly Reports

(1) List of Demands

Check 22972 thru 23053 for the period June 1 – 30, 2012 totaling:	\$ 263,598.43
Payroll for the period June 1 – 30, 2012	<u>\$ 425,100.54</u>
	\$ 688,698.97

(2) Activity Reports - *due to the timing of the meeting, activity reports will be available at the August meeting.*

4. Oral Report

a. *Fire Chief – Michel*

i) Cooperative Efforts: the meeting planned for June 28 was cancelled.

ii) Fire Districts vs. CalFire: Chief Michel inquired if the board members had additional questions from the PowerPoint presentation, which provided an overview of why the San Miguel Consolidated Fire Protection District chose to outsource firefighting services and begin negotiations with CalFire (the

only respondent to the RFP) for providing the services. Staff responded to additional questions from the board. The board conveyed their appreciation to the chief the presentation.

iii) District Activities

(1) Fire Chief (ride along): he reported that he donated a "Day with the Fire Chief" for a local charity.

b. *Operations – Chief Ward*

i) Chief Ward reported 236 calls for service the previous month. He summarized the following significant calls that District personnel responded to:

▪ Two RSF Battalion Chiefs were assigned for three days to the "Old Fire" strike team.

ii) Distributed a monthly weather outlook for July.

c. *Training – Battalion Chief Davidson*

i) Chief Davidson summarized the following training activity for all personnel:

(1) Wildland Fire School – held at Camp Pendleton over a one-week period, in which most of our personnel participated.

(2) Code X training: a water rescue class.

(3) Recruitment: two individuals are in background to fill vacancies because of retirements.

d. *Fire Prevention*

i) *Fire Marshal (Chief Galindo)*

(1) Introduced Connor Lenehan, hired as a Forestry Intern. His primary responsibilities are to perform inspections in the "shelter in place" communities.

(2) Informed the board of an impending appeal scheduled for the August meeting regarding secondary access.

(3) Residents in the Rancho Cielo area met with staff a planned project and their concern on the density and secondary/emergency access. This matter is not a district issue and they were referred back to the County of San Diego, Department of Planning and Land Use.

ii) *Deputy Fire Marshal (Renee Hill)*

(1) Preliminary plan review for upgrades at *The Inn at Rancho Santa Fe* and *Karl Strauss* in the 4S Ranch area were performed.

(2) Weed abatement: there were no forced abatements the previous month.

(3) Mike Scott and Julie Taber are working on a new "recommended" tree list. She anticipates this will be completed prior to Mike's retirement.

e. *Administrative Manager – Rannals*

i) No report.

f. *Board of Directors*

i) North County Dispatch JPA – Update: Ashcraft - there was no report. The next is scheduled for August 23.

ii) County Service Area – 17 – Update: Hickerson – there was no report. The next meeting is scheduled for August 7.

iii) Comments

None

5. Old Business

a. *None*

6. New Business

a. *Budget Authorization*

Chief Michel summarized the staff report provided. He reported that the consultant (CityGate) would provide a feasibility review (operational and fiscal) of the District's work on structuring an ambulance service proposal for County Service Area (CSA) 17. The cost is not to exceed \$12,264. Staff responded to questions from the board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to retain the services of CityGate for an amount not to exceed \$12,264, and authorize the Fire Chief to execute the document.

7. Adjournment

Meeting adjourned at 2:07 pm.

Karlana Rannals
Secretary

James H Ashcraft
President