



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING  
MINUTES – July 19, 2011**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 9:30 am.

*Pledge of Allegiance*

Director Malin 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; Dismas Abelman, Deputy Chief; Cliff Hunter, Fire Marshal; Jim Sturtevant, Battalion Chief; Bret Davidson, Battalion Chief; Chris Galindo, Administrative Captain; Mary Murphy, EMS Coordinator; 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 HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

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

(1) Board of Directors minutes of June 15, 2011

b. Receive and File

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

i) Monthly/Quarterly Reports

(1) List of Demands

Check 21317 thru 21435 for the period June 1 – 30, 2011 totaling: \$ 968,724.45

Payroll for the period June 1 – 30, 2011 \$ 440,635.35

TOTAL DISTRIBUTION \$1,409,359.80

(2) Activity Reports – June 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:

- None

#### 4. Oral Report

a. Fire Chief – Michel

- i) Fairbanks Ranch Replacement Fire Station – Update: Captain Galindo distributed an update on project. He reported that there were no weather delays this past month, the first floor drywall is complete, and the second floor is in progress. The curb and gutters are complete. He continues to request from the contractor for a date of completion, as there are items such as furniture that must be ordered.
- ii) Sharing of Resources with City of Encinitas: to date he has not received the necessary maps to analyze. A new date has yet to be determined for a governance meeting. The leadership team is pursuing the different options of sharing resource. They have completed the discussions with the various labor groups to discuss any concerns.
- iii) District Activities
  - (1) Spaghetti Dinner – June 18, 2011: the event went very well and they estimated 600 – 700 people were in attendance. He commended Engineer Brian Slattery for a job well done in the coordination of the event.
  - (2) Local Responsibility Area (LRA): CalFire has distributed a new State Responsibility Area (SRA) map. The 4S Ranch area and parts of Santa Fe Valley were transferred from SRA to LRA. It will be important to train district personnel to ensure that the District is able to obtain cost recovery should a major incident occur.

b. Operations – Chief Ward

- i) He and Chief Gibbs are in the process of updating response plans. He also reported that the weather is predicted to be warmer and hotter through the months of February. CDF is fully staffed; however, staffing levels have been reduced to three persons on an engine.

EMS Coordinator Murphy informed the Board that there have been five CPR saves, and two were within the fire district. The survival rate is above the national average. She anticipates using the data towards educating the public later this year.

#### 5. Closed Session – Time Certain 10:00 am

Pursuant to section 54957 54956.8 the Board met in closed session from 10:02 to 10:10 to discuss the following:

a. Liability Claim

Claimant: Cheryl D. Lieder/USAA

Agency Claimed Against: Rancho Santa Fe Fire Protection District

*All members listed attended and Stephen J. Fitch, Esq. legal counsel participated via conference call the closed session.*

Upon reconvening, President Ashcraft reported only agenda item 5. a. was discussed and there was no action taken. Also, the board agreed by consensus to reconvene to closed session at the conclusion of all open session matters for discussion and or action.

#### 4. Oral Report (cont.)

c. Training – Battalion Chief Davidson

- i) Chief Davidson summarized the following training activity for all personnel:
  - (1) Wildland drill – approximately 1,000 firefighters participated in the three day drill
  - (2) Forcible entry training

(3) Social media training, this included a focus on the public employee rights vs. private employee rights. He agreed to provide the board members a copy of the material distributed from the social media training.

d. Fire Prevention - Fire Marshal Hunter

- i) He summarized the staff report for future development in the fire district and responded to questions from the board.
- ii) He updated the board on the weed abatement activity. The intern has been working with the shelter-in-place communities, and has had good compliance. He distributed a report showing the collections of mitigation fees for the County.

e. Administrative Manager – Rannals

- i) FY12 Assessed Valuation: she reported that the District's assessed valuation was received on July 18<sup>th</sup>, which decreased an additional 1.7% from the FY11 year.
- ii) CalPERS: The investment rate of return for FY11 is 20.65%
- iii) CalPERS Conference – October 24 – 26, 2011: she extended an invitation to the board members for the upcoming conference. Board members agreed to review their calendars and respond at the next meeting.

f. Board of Directors

- i) North County Dispatch JPA – Update: the next meeting is scheduled for August 25, 2011.
- ii) County Service Area – 17 – Update: the next meeting is scheduled for August 2, 2011. Director Hickerson is unable to attend. Director Tanner will attend as the alternate.
- iii) Comments
  - (1) Malin: discussed a news article about employees in Chula Vista and Oceanside paying part of the employer costs to the pension system.
  - (2) Ashcraft: continues to watch the redistricting process for State Assembly. He thanked Chief Michel for attending the hearing on Monday, June 20. He hopes that the fire district will have only one assembly and senate seat in the legislature.

**6. Old Business**

- a. None

**7. New Business**

- a. Liability Claim – Cheryl D. Lieder/USAA

Chief Michel reviewed the requirements of government code section 913 and responded to questions from the board. It was recommended that the board reject the claim.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to reject the claim and refer the matter to the District's insurance carrier for resolution.

- b. Change Order No. 5 – Geotechnical Services

Captain Galindo summarized the staff report. The consultant is requesting an additional \$25,173 to complete the additional testing and observation for the replacement fire station project. The district is paying for the actual specialty inspections and reports requested by the County of San Diego. He responded to questions from the Board.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN TO approve Change Order No. 5 from Geocon in the amount of \$25,173.00 for the remaining geotechnical testing and observation services for the Fairbanks Ranch Fire Station Replacement Project.

**5. Closed Session (Reconvened)**

Pursuant to section 54957 54956.8 the Board reconvened in closed session from 11:35 to 12:40 to discuss the following:

- b. 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; Fire Marshal; Battalion Chief (3); Administrative Manager

Under Negotiation: A successor Memorandum of Understanding/Compensation Resolution

*All board members listed and Chief Michel attended the closed session.*

Upon reconvening, President Ashcraft reported that the board members discussed the topic listed and no action was taken by the Board.

**8. Adjournment**

Meeting adjourned at 12:42 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President