



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – August 10, 2011**

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

Director Hickerson 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; Dismas Abelman, Deputy Chief; Cliff Hunter, Fire Marshal; Fed Cox, Battalion Chief; Bret Davidson, Battalion Chief; Chris Galindo, Administrative Captain; 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 TANNER, 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 JULY 19, 2011

b. Receive and File

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

i) Monthly/Quarterly Reports

(1) List of Demands

Check 21436 thru 21508 for the period July 1 – 31, 2011 totaling: \$ 676,453.08

Payroll for the period July 1 – 31, 2011 \$ 435,922.26

TOTAL DISTRIBUTION \$1,112,375.34

(2) Activity Reports – July 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 the contractor has given October 12, 2011 as the completion date for the project. He reviewed all of the work that is occurring concurrently to complete the project on the revised timeline. He also informed the Board that the District has received a “Public Works Stop Notice.” The electrical subcontractor is in a dispute with the general contractor Ledcor. The District’s legal counsel has been involved with this issue, and there has been communication between the District and subcontractor. A new electrical subcontractor is on site to continue the work. The interim station had to request an extension for its permit from the County, which the County has agreed to.
- 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.
- iii) District Activities
 - (1) Ice Cream Social – October 13, 2011: to be held at the Fairbanks Ranch Clubhouse. A grant from Fireman’s Fund will be awarded to the Fire District. All personnel are encouraged to attend.
 - (2) ISO Rating: the District has received the results of the recent evaluation. Although the report shows improvement, in particular the area of training; the rating remains a 4/9. He plans to prepare an analysis and present a report to the Board on a later date.
 - (3) 9-11 A Night of Hope: Horizon Christian Fellowship is organizing a 9-11 ceremony. The “Memorial Wall” that will be installed at the new station will be dedicated at the same event. All board members were encouraged to participate at the event.

b. *Operations – Chief Ward*

- i) He summarized the following significant calls:
 - (1) Gas leak: 10 houses were evacuated as a result of a propane tank leak
 - (2) Structure fire: an apartment in a three-story apartment complex in the 4S Ranch area was damaged. Cause determined to be unattended cooking grease on the stove.

c. *Training – Battalion Chief Davidson*

- i) Chief Davidson summarized the following training activity for all personnel:
 - (1) Electrical safety – training provided by SDG&E
 - (2) Tabletop Exercise School Shooting –participants included CHP, Sheriff, RSF Association Patrol, and school officials
 - (3) Hose lays

d. *Fire Prevention - Fire Marshal Hunter*

- i) New construction activity has slowed down considerably. He also updated the board on the weed abatement activity. The intern is continuing to work with the shelter-in-place communities and continues to obtain good compliance.
- ii) He announced his retirement from the Fire District beginning October 1, 2011. He thanked the Board of Directors and staff for the opportunity to work for an organization that believes in being proactive in fire prevention.

e. *Administrative Manager – Rannals*

- i) CalPERS Conference – October 24 – 26, 2011: she reminded the board members for the upcoming conference. Director Hillgren agreed to attend the conference.
- ii) She informed the board of her election to the Board of Directors for the International Association of Administrative Professional as President Elect.

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: Chief Abelman informed the board members that the decision was made to start charging residents a transport fee. Although a provider has not been identified, billing will begin effective August 1.
- iii) Comments
None

5. Closed Session – Time Certain 2:00 pm

Pursuant to section 54957 54956.8 the Board met in closed session from 2:00 to 2:08 to discuss the following:

a. Liability Claim

Claimant: Shemiran Ablakatof Clow and Geoffrey Clow
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. In addition, the board agreed by consensus to reconvene to closed session at the conclusion of all open session matters for discussion and or action.

6. Old Business

- a. None

7. New Business

a. Liability Claim – Shemiran Ablakatof Clow and Geoffrey Clow

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 HICKERSON, SECOND BY DIRECTOR HILLGREN, 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. Budget Authorization

Chief Abelman summarized the staff report. This unscheduled replacement is due to an accident involving the existing fire marshal’s vehicle. The insurance company deemed the 2008 Expedition a total loss. The \$66,399 funding request may be less once the District can obtain a refined quote for installation of equipment and radios, however he requested authorization to proceed and authorize the purchase.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN TO approve the purchase and authorize the expenditure of \$66,399 for a new vehicle.

Ten-minute recess

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5. Closed Session (Reconvened)

Pursuant to section 54957 54956.8 the Board reconvened in closed session from 2:25pm to 3:37pm 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 3:40 pm.

Karlana Rannals
Secretary

James H Ashcraft
President