



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
REGUL MEETING BOARD OF DIRECTORS  
MINUTES – October 12, 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*

Captain Chris Galindo led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hickerson, Hillgren, Malin

Directors Absent: Tanner

Staff Present: Tony Michel, Fire Chief; Dismas Abelman, Deputy Chief; Darrin Ward, Deputy Chief; Fred 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 HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the Consent Calendar as submitted.

a. Board of Directors Minutes

i) MOTION BY DIRECTOR HICKERSON, SECOND BY DIRECTOR HILLGREN, CARRIED 4 AYES; 0 NOES; 1 ABSENT to approve the following:

(1) Board of Directors minutes of September 21, 2011

b. Receive and File

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

i) Monthly/Quarterly Reports

(1) List of Demands

|   |                      |
|---|----------------------|
| Check 21656 thru 22249 for the period September 1– 30, 2011 totaling: | \$ 299,269.57        |
| Payroll for the period September 1– 30, 2011                          | <u>\$ 481,146.49</u> |
| TOTAL DISTRIBUTION  | \$ 780,416.06        |

(2) Activity Reports – September 2011

- Fire Prevention
- Operations
- Training
- Fairbanks Ranch Station Replacement – Construction Change Orders
  - Construction Change Orders
  - Subcontractor Substitution Request – reported the District’s decision in favor of Ledcor’s request to substitute Sass Electric in place of the listed subcontractor, Fitzpatrick Associates, Inc. for Section 16000 – Electrical.

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

c. Sale of Surplus Equipment

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

Vehicle VIN: 1GKDM19W7YB527721 (2000 GM Safari Van) be sold at auction. The sale to take place on February 4, 2012 in Ramona, California by TNT auctioneers to the highest bidder.

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 hasn't been substantial progress on the project. The District has received two additional "Public Work's Stop Notice." These matters have been referred to legal counsel for assistance. To date the district has spent \$3.4 million; no additional change orders have been approved; and the project is 73% complete. The contractor has given a revised completion date of November 29, 2011.
- ii) Cooperative Efforts – Update: Michel – he reported that he attended a leadership meeting with the City Manager for Solana Beach and the Encinitas Fire Chief to discuss the next phase of the cooperative efforts. Chief Muir informed the leadership group that he may retire if he is appointed the vacant position on the Encinitas City Council.
- iii) ISO Rating – Follow-up: Chief Michel distributed a "Public Protection Classification Summary Report" prepared by Insurance Services Office, Inc (ISO). He summarized how the ISO conducts their evaluation interpreted the classification numbers. He reported that the District remained a Classification 4; however, he reviewed the areas that the District improved on. Staff responded to questions from the Board.
- iv) GIS Response Criteria: Chief Michel distributed *Drive Time Analysis Composite Map* for the Fire District. The District's goal by station location is to achieve a less than seven minute response time 90% of the time. The map is for information only.
- v) District Activities
  - (1) Fireman's Fund/G.S. Levine Insurance Ice Cream Social: he reminded the Board of the event scheduled for October 13, 2011 at the Fairbanks Ranch Country Club
  - (2) Pancake Breakfast: he reminded the Board of the annual breakfast to be held October 16 at RSF1 (El Fuego).

b. *Operations – Chief Ward*

- i) Chief Ward summarized the following significant calls that District personnel responded to:
  - (1) Brush Fire: on the border of 4S Ranch and San Diego City.
  - (2) Brush Fire: fire in Julian. A brush engine and water tender was sent on a strike team to assist.

c. *Training – Battalion Chief Davidson*

- i) Chief Davidson summarized the following training activity for all personnel:
  - (1) Swift water rescue @LEGOLAND

He also reported that he has been actively participating in the recruitment for a Firefighter/Paramedic and Fire Marshal positions. There were 24 applicants for the Fire Marshal position, in which 10 were invited to participate in the assessment center.

d. *Fire Prevention - Fire Marshal*

- i) Fire Prevention Specialist Renee Hill joined the meeting to summarize the staff activity:
  - (1) New construction: 28,000 square feet for previous month, with 75 inspection services provided
  - (2) Weed abatement: staff conducted 240 inspections and nine properties were outsourced to forced abatements.
  - (3) Del Dios Gorge: work will begin to eradicate all invasive species. A partial road closure on Del Dios Highway will occur.

e. *Administrative Manager – Rannals*

- i) She thanked the board members for their participation and support for the retirement celebration held September 28, 2011 for Fire Marshall Cliff Hunter.

f. *Board of Directors*

- i) North County Dispatch JPA – Update: no report
- ii) County Service Area – 17 – Update: no report
- iii) Comments  
None

5. Old Business

- a. None

6. New Business

a. Special Meeting

Chief Michel informed the board of a need to schedule a special meeting regarding the Fairbanks Ranch replacement fire station. By consensus, the Board agreed to schedule a special meeting for October 31, 2011 at 10:00 am.

b. Demonstration of Breathing Apparatus

Chief Sturtevant began the demonstration with a recap of the grant and selection process for the Assistance to Firefighter's Grant (AFG). The District received in excess of \$200,000 for the purchase and replacement of breathing apparatus. Firefighter/Paramedic Luke Bennett demonstrated how the equipment was used and new features were highlighted on the equipment that are enhancements from the previous equipment. Chief Sturtevant commended Captain Mosby and FF/PM Bennett for the outstanding job in the selection of the equipment.

*Ten-minute recess*

7. Closed Session

Pursuant to sections 54957.6 the Board met in closed session from 3:25 to 5:15 to discuss the following:

i) 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, Battalion Chief Cox and Karlana Rannals attended the closed session*

Upon reconvening, President Ashcraft reported all matters listed were discussed and there was no action taken.

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8. Adjournment

Meeting adjourned at 5:18 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President