



# RANCHO SANTA FE FIRE PROTECTION DISTRICT REGULAR BOARD OF DIRECTORS MEETING MINUTES

Rancho Santa Fe Fire Protection District - Board/Community Room  
16936 El Fuego  
Rancho Santa Fe, California

April 11, 2001  
1:30 p.m.

1. *Meeting Called to Order/Roll Call*

President Mullins called the meeting to order at 1:30 p.m.

Directors Present: Ashcraft, Douglas, Lombard, Mullins, Phillips

Directors Absent: None

Staff Present: Erwin Willis, Fire Chief; Dallas Neville, Deputy Chief; Don Butz, Deputy Chief; Karlana Rannals, Board Clerk

2. *Approval of Minutes*

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to approve and file:

(a) RSFFPD Board of Directors regular meeting minutes held March 14, 2001.

3. *Security Patrol Month Report – March 2001*

Chief Wellhouser unable to attend. Monthly report reviewed and filed.

4. *Public Comment*

No one requested to speak to the board members.

5. *Demonstration of ALS Mannequins*

Firefighter/Paramedic Jim Tenger performed a demonstration on the use of advanced life support equipment by District Paramedic personnel. His 25 minute presentation demonstrated the value and versatility of the mannequins for training scenarios.

6. *Correspondence*

Chief Willis read letters thanking the department for our assistance.

7. *Finance*

a. *List of Demands – March 2001 (Informational)*

Monthly report reviewed and filed.

b. *Budget Analysis – July 1, 2000 – March 31, 2001*

Quarterly report reviewed and filed.

8. *Board of Directors*

a. *To discuss and/or appoint representative to serve on the various regional committees*

Chief Willis reminded the board members that this item was requested from the previous meeting. The District has representatives serving on the Board of Directors for North County Dispatch JPA currently appointed, Director Phillips, and County Service Area – 17 Advisory Board currently

appointed Director Douglas. The board members discussed the value in rotating appointments to allow each board member the opportunity better understand all facets of the District.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to nominate and appoint Director Phillips as the District's primary representative, and Director Lombard as the Alternate to the North County Dispatch JPA Board of Directors, effective immediately.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR PHILLIPS, CARRIED 5-0, to nominate and appoint Director Ashcraft as the District's primary representative, to the County Service Area – 17 Advisory Board, effective June 1, 2001.

9. *Administrative*

a. *To review and/or select the vendor to provide Fixed Asset Inventory Services and Software. Staff Report No. 01-007 provided.*

Chief Willis summarized the staff report included with the agenda. The board members discussed the cost and conveyed their concerns about the open-ended travel costs.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to authorize Staff to proceed with contract negotiations with Asset Systems. The Board of Directors further directed that Staff to bring this matter back to the board for final approval once all costs have been identified and confirmed.

10. **Staff Report**

a. *Fire Prevention Report*

Chief Willis summarized the previous month's statistics for Chief Pavone. He noted a decrease in residential square footage, however the number of inspections remains significant. He also informed the Board that the District hosted a two-day committee meeting to develop a performance-based code, for wildland urban areas. The funding for this committee is through a FEMA grant.

Chief Willis also distributed a brochure containing wildland clearance information that was developed by the Burn Institute, Fire Safe Council, and San Diego County Fire Chiefs Association.

b. *Operations Report*

Chief Neville distributed the monthly activity report. Monthly Report reviewed and filed.

c. *Training Report*

Chief Butz reported the previous month District personnel participated in specialized training such as attending the *Mechanics Academy* and *Emergency Vehicle Operations Driving Course* in San Bernardino.

d. *Fire Station(s) – Update*

*Rancho Cielo:* Chief Butz reported that the District is looking at options for the hose tower. The District will need to seek a variance.

*4S Station:* the plan was submitted to the County of San Diego and the Developer is waiting to

obtain a permit.

*Fairbanks:* continuing with the feasibility study.

*e. LAFCO Study – Response*

Chief Willis informed the board members that the response prepared and included with the agenda packet is provided as information only, however, he did request support to forward to response LAFCO. The Board of Directors complimented Chief Willis on the comprehensiveness of the report and unanimously supported his request to forward to LAFCO.

*f. Accident on March 19, 2001 involving Del Dios Equipment*

Chief Willis provided details to the board members of the accident involving Engine 2614. While backing into the Del Dios station, after returning from a call, the engine went to full throttle, entered the station at an angle, hit the building, hit the rescue vehicle causing considerable damage. The cost to repair will be covered by insurance minus the deductible.

*10. Closed Session*

The board members met in closed session from 3:50 - 5:00 p.m. pursuant to Government Code Section 54957.6 to discuss the following:

CONFERENCE WITH LABOR NEGOTIATOR(S) to discuss and provide direction for a possible meet and confer meeting between the District and the Rancho Santa Fe Firefighters Association – Labor Relations Committee.

Upon reconvening, President Mullins reported that no action was taken.

*11. Personnel*

*a. To discuss the current salary and benefit package for Fire District Personnel*

Chief Willis encouraged the board members to consider discussing the District's current benefit package provided for Emergency Response Personnel. He also discussed the benefits of conducting Interest Based Negotiations. The Board concurred on the need to further discuss this item and agreed to schedule a special meeting for Wednesday, April 18 starting at 2:00 p.m.

*12. Adjournment*

Meeting adjourned at 5:10 p.m.

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Karlana Rannals  
Secretary

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F J Mullins  
President