



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – April 11, 2007**

Rancho Santa Fe FPD – Board/Community Room
Headquarters – 16936 El Fuego
Rancho Santa Fe, California 92067

A regular meeting of the Rancho Santa Fe Fire Protection District Board of Directors was called to order at 1:00 p.m.

Pledge of Allegiance

Fire Marshal Hunter led the assembly in the *Pledge of Allegiance*.

1. Roll Call

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

Directors Absent: None

Staff Present: Nick Pavone, Fire Chief; Tony Michel, Deputy Chief, Fred Cox, and Jim Sturtevant Battalion Chiefs; and Karlana Rannals, Board Clerk

2. Public Comment

No one requested to speak to the Board of Directors.

3. Motion waiving reading in full of all Resolutions

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 5AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full all Resolutions and Ordinances.

4. Consent Calendar

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

a. Board of Directors Minutes

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 5-0 to approve the Board of Directors minutes of March 14, 2007.

b. Receive and File

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER CARRIED 5-0 to receive and file:

i. Monthly/Quarterly Reports

(a) List of Demands – March 1-31, 2007	\$362,909.61
Payroll for the period March 1-31, 2007	<u>\$455,855.08</u>
TOTAL DISTRIBUTION	\$818,734.93

(b) Activity Reports – March 2007

- Fire Prevention
- Operations
- Training

(c) District Articles

ii. Correspondence

- Northrop Grumman

5. Old Business

- a. None

6. New Business

- a. Resolution No. 2007-03

Karlena Rannals summarized the staff report included. She reported that the Public Agency Self Insurance System (PASIS) Board of Directors desires to amend the Joint Powers Agreement to update the governing documents to reflect the current practice. The governing documents will not become effective until a two-thirds majority of the PASIS member agencies approves it.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2007-03 *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Approving Revised Governing Documents for Public Agencies Self-Insurance System, and authorize the President to execute the contract on a roll call vote:

AYES: Ashcraft, Hickerson, Hillgren, Malin, Tanner
NOES: None
ABSTAIN: None
ABSENT: None

- b. Resolution No. 2007-04

Karlena Rannals summarized the staff report included. She reported that this is the final step necessary to amend the contract between CalPERS and the Fire District. Upon adoption, the documents will be forwarded to CalPERS to implement the increased benefit formula for local miscellaneous members effective July 1, 2007.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2007-04 *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Authorizing an Amendment to the Contract and authorize the President to execute the contract on a roll call vote:

AYES: Ashcraft, Hickerson, Hillgren, Malin, Tanner
NOES: None
ABSTAIN: None
ABSENT: None

c. Agreement between the Rancho Santa Fe Fire Protection District and the City of San Diego Firefighters Regional Wellness Program for Wellness Program Services
Chief Sturtevant summarized the staff report included. He reported that the wellness and fitness program is a nationally recognized program and the purpose of the District's participation is to make sure that our safety personnel are medically fit. Staff responded to questions from the Board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the contract and authorize the President to execute the document..

d. Board of Directors Meeting Schedule – Spring-Summer 2007
Staff reviewed the upcoming meeting schedule with the Board to ensure board participation and attendance. At the conclusion of the discussion, the following meeting dates were scheduled:

June 13, 2007	No Change
July 11, 2007	Meeting rescheduled to Tuesday, July 24, 2007
August 8, 2007	Cancelled
September 12, 2007	No Change

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HICKERSON, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the modified board meeting schedule and further requested that the Board Clerk update the website to notify the public of the upcoming change.

7. Oral Reports

a. Fire Chief – Pavone

▪ *Cooperative Effort*

He informed the board members that John Traylor, consultant for the City of Solana Beach, has completed the analysis for cooperative effort opportunities between Rancho Santa Fe Fire Protection District and the City of Solana Beach and City of Del Mar Fire Departments. He anticipates that Mr. Traylor will have a report for the Board at the next meeting. He noted that once the report has been presented, each agency would then need to determine if they are interested in pursuing any cooperative efforts. He responded to questions from the Board.

▪ *LAFCO Micro Study*

He reported that the public hearing for the Proposed Reorganization of Structural Fire Protection and emergency medical Services in Unincorporated San Diego county will be held May 7, 2007. He reported that the San Diego County Fire Chiefs Association voted to support the original SSP (Similarly Substantial Proposal) and offered a letter of support with stipulations. He encouraged all board members to attend the hearing.

- *Strategic Plan*

He informed the board members on the progress of the Strategic Plan Committee and that they are in the process of finalizing the revised plan for review. He intends to include the updated strategic plan on the agenda next month for discussion. The board members requested that he send the document as soon as it becomes available.

- *District Activities*

- CERT Program: 170 participants attended the countywide drill held at RSF2. Captain Mertz, CERT Program Coordinator did an excellent job facilitating the drill.
- Cell Site Report: he received the results from radio frequency testing analysis from the consultant and the results are significantly below the acceptable levels.
- Relocation of RSF Association Patrol: the Association is attempting to press forward with a land swap to relocate Patrol. The Fire District has been requested to participate at a neighborhood meeting to answer any questions on this matter.
- Appreciation Dinner: a reminder that the annual dinner is scheduled for April 20th.

b. Operations – Deputy Chief Michel

He reported on the following topics:

- Call activity, in particular the structure fire on Los Colinas and two major traffic collisions
- A conditional offer of employment was made to fill the current Firefighter/Paramedic vacancy.
- The recruitment for Battalion Chief is posted and the District is accepting applications.

c. Training – Battalion Chief Sturtevant

District personnel will participate in the upcoming wildland and structure protection drill to be held on the Barona Indian Reservation.

d. Fire Prevention – Fire Marshal Hunter

He reported on the following topics:

- Plan reviews increased in the previous month. He is dealing with many difficult parcels.
- He has an opportunity to promote the District's Shelter in Place communities and is scheduled to be interviewed by Channel 8
- He has received three applications for the summer intern position.

e. Administration – Administrative Manager Rannals

No report

f. Board of Directors

- North County Dispatch JPA – Update – Director Ashcraft: no report
- County Service Area 17 – Update – Director Hickerson: he reported that there was not a meeting; however, the County is requesting that the District consider designating an alternate. Director Tanner agreed to serve as the CSA-17 Advisory Board Alternate. The President requested that the Board Clerk send a letter notifying the County of the appointment.

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▪ Comments

- Ashcraft – reported that he attended a meeting on April 4 at Elfin Forest Volunteer Fire Department. This department is in Phase 1 of the proposed reorganization and they are seeking ways to withdraw from either phase 1 or the proposal. One option is to reorganize with Rancho Santa Fe. Chief Pavone asked if the Board of Directors want to use District staff time to analyze the pros, cons, and costs to reorganize with Elfin Forest Volunteer Fire Department. At the conclusion of the discussion, the Board concluded that staff should most likely look at the option of reorganizing; however, nothing will be pursued until after the LAFCO hearing on May 7.

8. Adjournment

Meeting adjourned at 3:00pm.

Karlana Rannals
Secretary

James H Ashcraft
President