



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

May 22, 2002
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; Nicholas Pavone, Deputy Chief; Don Butz, Deputy Chief; Karlana Rannals, Board Clerk

2. Approval of Minutes

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR PHILLIPS, CARRIED 5-0, to approve as corrected and file:

(a) RSFFPD Board of Directors regular meeting minutes held April 10, 2002.

3. Security Patrol Monthly Report – April 2002

Chief Wellhouser summarized the previous month's statistics. Monthly report reviewed and filed.

4. Public Comment

Speaker 1

Monica Adams, Education Specialist, summarized for the board members the District's participation in the student internship program at Rancho Buena Vista High School, Vista. Mr. Daniel Valenzuela, a 17 year old senior has been working at the District for the past eight months. He has been training and working with the firefighters.

Ms. Lana Glas, Administrator for this program thanked the District for this unique opportunity for her students. She informed the Board that Daniel is one of seventy students participating in the program. The students get elective credits, but more importantly, they get the real-life exposure in a safe environment. She believes these types of opportunities make a difference in the life of a child and she encouraged the District to continue their participation.

Mr. Daniel Valenzuela thanked District personnel and the Department for the opportunity. He plans to continue his education and be a part of the fire service family at its completion.

Speaker 2

Victoria Fowler, 4855 Line del Cielo, asked for information on what the fire department was doing to clear the brush and dead trees. She has cleared her property, spending approximately \$30,000. She has tried to get cooperation from her neighbors.

Chief Willis informed Ms. Fowler that the District recognizes the problem of dead and dying trees. In 2001, the District modified the Ordinance allowing the District the ability to require private

property owners to clear the trees. He offered her assistance in notifying her neighbors of the requirements to remove vegetation and to clear dead and dying trees.

Speaker 3

Chief Willis recognized Karlana Rannals for her twenty years of service to the District.

5. *Correspondence*

Chief Willis read several letters of appreciation. He also noted that Chief Neville accepted a proclamation on behalf of the Fire District from the County of San Diego Board of Supervisors for our assistance at the Galivan Fire.

6. *Finance*

a. *List of Demands – April 2002*

Monthly report reviewed and filed.

b. *Budget Authorizations*

Chief Willis summarized Staff Report provided requesting professional appraisal services. To date, nothing has been done by the property owner of the land the District is interesting in purchasing to replace the Fairbanks Ranch fire station. Should the District find it necessary to proceed with condemnation, the appraisal is necessary.

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR LOMBARD, and CARRIED 5-0 to approve Staff's request, but the Board requested Staff to try one more time to make contact with the property owner.

7. *Administrative Items*

a. *Article XIII B California Constitution Appropriation Limit*

Chief Willis reviewed the Staff Report provided and recommended that the Board select the change in California per capita personal income (-1.27%) for the Cost of Living factor and the change in population for San Diego County (1.86%). Karlana Rannals noted that she has made preliminary calculations, which shows that the District will comply with the appropriation limit established for fiscal year 2001/2002.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR ASHCRAFT, CARRIED 5-0, to accept staff's recommendation.

b. *Lease Agreement – between Rancho Santa Fe Fire Protection District and San Diego Medical Services*

Chief Willis informed the board members that this lease is necessary for the current provider for paramedic service, San Diego Medical Services. The former tenant was American Medical Response AMR. The rent generated is approximately \$19,000.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR PHILLIPS, CARRIED 5-0, to approve the Lease and authorize the Fire Chief to execute the document.

c. Emergency Response Compensation – Chief Officers

Chief Willis summarized the Staff Report provided. The Chief Officers are compensated pursuant to the resolution on file at straight time. The proposed language, identified in the report, would allow the District to compensate at whatever hourly rate the District is reimbursed at. He noted that this is only for excess time over the normal work day. This change, if approved, would occur when the salary resolution renews.

The Board of Directors agreed to the proposed language and directed Staff to include the proposed language in the Resolution upon renewal.

8. Resolutions

a. ADOPT Resolution No. 205 – Determining the 2002/2003 Appropriations of Tax Proceed

Chief Willis informed the members that this resolution is necessary as a result of their previous action.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR LOMBARD, and APPROVED Resolution No. 205 on the following roll call vote:

AYES: Ashcraft, Douglas, Lombard, Phillips, Mullins
NOES: None
ABSENT: None
ABSTAIN: None

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR LOMBARD, CARRIED 5-0, to approve the Lease and authorize the Fire Chief to execute the document.

10-minute recess

9. Staff Report

a. Fire Prevention Report

Chief Willis summarized the monthly statistic reports. He also noted that there have been issues enforcing the 24-foot driveway width. He has requested meetings with the homeowners association to clarify the requirements of the District. To date, this has not occurred.

Chief Neville distributed an informational handout provided by the California Department of Forestry (CDF) advising of the severity of this fire season. There has been a fire every month at Camp Pendleton. The firefighters are seeing unusual burn characteristics. He informed the board that the rainfall is less than half the normal amount. Because of the dead trees in the District, Fire Prevention Services and District Staff is actively noticing property owners to clear the dead trees.

The board members conveyed their concern and sought solutions from Staff to demonstrate to the residents that the Fire District is doing everything possible to create a fire safe community. Numerous ideas were discussed to address the emergency. The Board of Directors concluded that special action is necessary and directed Staff to put together solutions and or a program for presentation at a special board meeting. The Board of Directors agreed to meet June 5, 2002 at 1:30

p.m. to discuss this matter.

b. Operations Report

Chief Neville summarized the previous month's activity. He also reviewed the drowning of a toddler that occurred on April 7th.

c. Training Report

Chief Butz reviewed the different training subjects scheduled for the next month, which includes the Emergency Vehicle Operations course and wildland readiness.

d. Fire Station(s) – Update – Chief Butz reported the following:

1. *Rancho Cielo:* the developer is still working on the cost estimate.
2. *4S Station:* the construction is two months ahead of schedule.

e. Computer Virus

Chief Willis informed the Board that the District experienced a virus in the computer system, which disabled the anti-virus software and ultimately disabled the computer. He plans to budget for a new fire wall in next year's budget, which is approximately \$9,000.

f. District's Health Benefit

Chief Willis reminded the board members that they authorized Staff to move towards contracting with CalPERS for health benefits. Subsequent to that action, CalPERS dropped Health Net from their list of providers and raised the remaining rates 25%. Chief Willis informed the members that Staff and the employees have decided to stay with the direct contract with Health Net for now. He noted that Health Net rate increased by 17.2%.

10. Directors Report

a. North County Dispatch JPA – Director Ashcraft reported on the following:

- (1) the JPA Board of Directors agreed to leave the Building Lease between the JPA and the Fire District as is; and
- (2) Rita Fraser has been hired as the new Administrator, starting May 28, 2002.

b. CSA-17 – Director Lombard reported on the following:

- (1) CSA-17 opposes speed humps.

c. Negotiation Committee with Rancho Santa Fe Firefighters Labor Relations Committee – Director's Ashcraft and Lombard reported on the following:

- (1) no report. The committee has not met to date.

11. Closed Session

The Board of Directors adjourned to closed session starting at 4:20 to discuss the following, as authorized by statute:

1. CONFERENCE WITH LABOR NEGOTIATOR, pursuant to Government Code Section 54957.6 the

Agency Negotiator: Erwin Willis, Fire Chief

Negotiating Parties: Rancho Santa Fe Board of Directors.

Under Negotiation: Instruction to negotiator for wages and benefits

Unrepresented Employee:

1. Deputy Chiefs (3)
2. Administrative Manager (1)
3. Staff Assistant (2)
4. Accounting Specialist (1)
5. Urban Forester (1)
6. Fire Prevention Specialist (1)
7. Education Specialist (1)

The Board of Directors reconvened to an open session at 5:07 p.m.

12. Announcement of Closed Session Actions

President Mullins reported that the Board of Directors discussed the items identified in Closed Session, and direction was provided to the negotiator. He also announced that he had appointed Directors Ashcraft and Lombard to an ad hoc committee to meet with the unrepresented administrative employees.

President Mullins requested that this item be included on the special meeting agenda scheduled for June 5, 2002.

13. Adjournment

Meeting adjourned at 5:10 p.m.

Karlana Rannals
Secretary

F J Mullins
President