



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
MINUTES – March 30, 2005**

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

Meeting Called to Order/Roll Call

Director Ashcraft called the meeting to order at 3:07 p.m.

Directors Present: Ashcraft, Douglas, Hickerson, Hillgren, Malin
Directors Absent: None
Staff Present: Erwin Willis, Fire Chief; Nick Pavone, Deputy Chief; Karlana Rannals, Board Clerk

Pledge of Allegiance

President Ashcraft led the assembly in the *Pledge of Allegiance*.

1. Public Comment

None

2. New Business

a. Professional Services Agreement Bob Murray & Associates

Chief Willis reported to the Board that he successfully negotiated a reduction in the contract fee to \$23,000. He stated that the contract included with the board agenda was Mr. Murray's standard contract with the modifications as requested.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the Professional Services Agreement with Bob Murray & Associates and engage Bob Murray as the consultant to perform and executive recruitment for a Fire Chief.

Mr. Bob Murray attended the meeting and conveyed his appreciation to work with the Fire District Board of Directors. He stated that he is confident that he and his firm will be able to recommend three to five candidates for the Board to interview.

Mr. Murray summarized the discussion he had with each board member individually. He discussed the challenges facing the District, the background and experience necessary for the position, the ideal candidate and issues that the successful candidate will face. He also identified issues that the board members may need to address, such as, severance agreement included with the employment agreement, reimbursement for moving expenses, housing assistance, and cost of living. He anticipates that the end of May will end the search period for candidates. He will provide to the Board a list of recommended candidates to interview by the end of June. He encouraged the board members to contact him if they had any questions or concerns.

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3. Closed Session

Pursuant to Government Code, section 54957.6, the Board of Directors convened in a closed session from the hour of 4:47 to 5:30 pm. They met to conference with labor negotiators.

4. Announcements of Closed Session

Upon reconvening, President Ashcraft stated that the Board met with labor negotiators and provided direction to the representatives for discussion on a successor Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and Rancho Santa Fe Professional Firefighters Association.

5. Adjournment

Meeting adjourned at 5:31 p.m.

Karlana Rannals
Secretary

James H Ashcraft
President