



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – August 11, 2004**

Rancho Santa Fe FPD – Training Room
4S Ranch Fire Station - 16930 Four Gee
San Diego, California 92127

Meeting Called to Order/Roll Call

President Ashcraft called the meeting to order at 1:10 p.m. – He noted that the meeting started earlier than the posted time, and the Board of Directors agreed that if any public joined the meeting a synopsis of any board actions would be provided.

Directors Present: Ashcraft, Douglas, Hickerson, Malin
Directors Absent: Hillgren
Staff Present: Erwin Willis, Fire Chief; Nick Pavone, Deputy Chief; Don Butz, Deputy Chief;
Clifford Hunter, Fire Marshal; Karlana Rannals, Board Clerk

Pledge of Allegiance

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

1. Public Comment

No one requested to speak.

2. Motion Waiving Reading in Full of all Resolutions and Ordinances

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT (*Hillgren*) to waive reading in full all Resolutions and Ordinances.

3. Approval of Minutes

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT (*Hillgren*); 0 ABSTAIN to approve and file:

- a. Board of Directors regular meeting minutes held July 14, 2004.

4. Finance

- a. List of Demands July 1 – 31, 2004 – Monthly report reviewed and filed.

5. New Business

- a. Contract for Regionalization Study

Chief Willis summarized the staff report provided. He presented additional background as to how the various firefighters associations and fire chiefs throughout the north zone got involved in the proposed study. In anticipation of the study, the north zone chiefs requested that the zone operation and training chiefs review and develop policies that work towards functioning as one department.

He reported that Chief Pavone represents the Fire District on this committee, and the committee that developed the Request for Proposal. He also participated in the interviews to recommend and select the consultant. The cost proposed is comprised of a minimum fee per agency, plus a cost per fire station. The District's cost to participate in the study is \$24,006. He recommended that the Board approve the

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

August 11, 2004

Page 2 of 5

District's participation in the regionalization study and direct staff to include the funding in the 2004/05

budget. Staff responded to questions from the board including the merits of the study and the opportunity to look at options to enhance the level of service on a regional basis.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT (*Hillgren*); 0 ABSTAIN to accept Staff's recommendation and authorize the following:

1. District to participate in the study;
2. authorize the President to execute the final contract;
3. direct staff to include funding for the regionalization study in the FY 04/05 budget.

b. Appointment of Ad Hoc Committee for Labor Negotiations

Chief Willis requested that the President appoint a negotiation committee to commence negotiations for a successor Memorandum of Understanding with the firefighters bargaining unit, which expires December 31, 2004. He noted that meetings are expected to begin in August or September.

President Ashcraft and Director Malin volunteered to serve on the ad hoc committee for a successor Memorandum of Understanding.

6. Old Business

None.

7. Public Hearing

Ordinance 2004-02 – *Vegetation Management and Declaring Certain Vegetation and Certain Waste matter a Public Nuisance and Providing for the Removal Thereof Establishing a Schedule of Fees*

President Ashcraft – opened the public hearing. Ms. Rannals reported to the board that she had not received any requests to speak or written correspondence. President Ashcraft closed the public hearing.

8. Resolutions/Ordinances

Ordinance 2004-02 – *Vegetation Management and Declaring Certain Vegetation and Certain Waste matter a Public Nuisance and Providing for the Removal Thereof Establishing a Schedule of Fees*

Fire Marshal Hunter reported that all changes requested from the last meeting including grammatical were incorporated into the final document. He noted that once adopted by the board of directors, this ordinance becomes effective September 11, 2004.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR DOUGLAS, and APPROVED on the following roll call vote:

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

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

August 11, 2004

Page 3 of 5

President Ashcraft requested that the Secretary notify the public of the ordinance adoption and publish all legal notices according to all applicable codes.

b. Resolution No. 2004-011 – *Establishing Salaries and Benefits for Administrative Personnel of the District*
Chief Willis reported that the resolution reflects board direction provided from the closed session held in July for salary and benefit adjustments. He responded to questions from the Board.

MOTION BY DIRECTOR DOUGLAS, SECOND BY DIRECTOR MALIN, and APPROVED on the following roll call vote:

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

9. Reports

a. Fire Chief

Chief Willis informed the Board that the County of San Diego Board of Supervisors has included a ballot measure that asks the voters if they would favor regionalization of county fire departments, if it improved service at no additional cost. The Board of Supervisors has requested an endorsement from the County Fire Chiefs Association. He noted that this is only an advisory vote.

b. Deputy Chief

i. Operations - Pavone

Chief Pavone distributed his monthly report for review. He noted that District personnel responded with three strike teams the previous month. Director Hickerson commended all personnel who responded to the call involving a child who fell from a second story. The call happened in the 4S Ranch area.

ii. EMS/Special Projects – Butz

a. Construction Update_reported on the following:

Rancho Cielo – staff has inspected the facility and due to poor installation requested that all stamped concrete be removed and replaced. The developer is cooperating and he anticipates that the District will occupy and respond from this station September 1.

Training Facility – due to a drainage problem, the construction contractor will be removing and replacing cement. Other than this issue, the project is complete. President Ashcraft complimented Staff, in particular Monica Adams, on the well-organized grand opening.

iii. Training – Michel

Chief Michel summarized the training activity report. He noted that training hours had increased due to the completion of the training tower.

c. Fire Marshal – Hunter

Mr. Hunter summarized his report noting construction in the 4S Ranch area continues to be strong. The Sony Corporation has vacated their property and Jerome's Furniture is considering that same location as a distribution center.

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

August 11, 2004

Page 4 of 5

d. Administrative Manager – Rannals

Ms. Rannals informed the board members that the candidate-filing period to run for the Board of Directors had closed. Four residents qualified as candidates for three positions. All names will appear on the ballot for the General Election on November 2, 2004.

Ms. Rannals also reminded the Board scheduled for the September 8 meeting is the public hearing to consider the final budget. The meeting will be held at Rancho Cielo Fire Station on Calle Ambiente.

e. Board of Directors

North County Dispatch JPA – Update

President Ashcraft – reported at the meeting held July 29, the Board approved beginning negotiations with North County Fire Protection District to join the JPA. Oceanside is considering joining as well. The City of Vista would like to change the funding formula and establish a weighted vote.

County Service Area – 17

Director Hickerson –the meeting lacked a quorum, however, the new program administrators attended. At the next meeting, he plans to request that the Board authorize the relocation of the CSA ambulance to the Rancho Cielo station.

Comments

Director Douglas -

1. Requested that staff provide an update on comments provided by Director Malin June 2004 regarding the budget format. Chief Willis informed Director Douglas that staff is meeting with Director Malin on this subject.
2. Requested a representative from PERS attend a meeting to discuss the future funding of retirees. Ms Rannals informed the board of an upcoming PERS conference which may assist in their understanding of the retirement system. Information will be forwarded to all members who are interested in attending.

Director Hickerson –

1. requested a status of the December meeting. The board members concluded to reschedule the November meeting to November 17, 2004 and cancel the December 8 meeting. However, all agreed that if necessary an alternate meeting date for December could be scheduled.

10. *Closed Session*

The Board of Directors adjourned to closed session starting at 2:50 pm to discuss the following, as authorized by statute:

PUBLIC EMPLOYEE DISMISSAL, pursuant to Government Code Section 54957.

The Board of Directors reconvened to open session at 3:20 p.m. President Ashcraft reported that the Board of Directors discussed the items identified in Closed Session, and reported that no action was taken.

Minutes

Rancho Santa Fe Fire Protection District Board of Directors

August 11, 2004

Page 5 of 5

11. Adjournment

Meeting adjourned at 3:25 p.m.

Karlana Rannals
Secretary

James H Ashcraft
President