



**RANCHO SANTA FE FIRE PROTECTION DISTRICT
REGULAR BOARD OF DIRECTORS MEETING
MINUTES – December 10, 2014**

SPECIAL AGENDA (9:30 AM – 12:00 PM)

Ethics Training (Workshop)

Pursuant to the requirements of AB 1234, the following local officials and staff (those who receive compensation for their service or are eligible to have their expenses reimbursed) attended the Ethics Training workshop presented by Stephen J. Fitch, Fitch Law Firm, APC:

Rancho Santa Fe Fire Protection District

Director:

James H. Ashcraft
Nancy C. Hillgren
Randall Malin
Tucker Stine
John C. Tanner

Staff:

Tony Michel, Fire Chief
Karlana Rannals, Administrative Manager
Renee Hill, Fire Marshal

North County Dispatch Joint Powers Authority

Director:

James H. Ashcraft

Staff:

None

Appeal Process Training for an Independent Board (Training)

Due to the extended length of the ethics training, the training planned for the appeals process was not conducted. This item will be discussed at a future regular meeting, date to be determined.

Closed Session

Pursuant to section 54956.9, the board met in closed session from 12:15 – 1:00 pm to discuss the following:

- a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
All board members listed, Chief Michel, Battalion Chief Davidson, Fire Marshal Hill, Karlana Rannals and Stephen J. Fitch, legal counsel attended the closed session.

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:05 pm.

Pledge of Allegiance

Chief Michel led the assembly in the *Pledge of Allegiance*.

1. Oath of Allegiance – New Elected Board Members

Tucker Stine and John Tanner were sworn-in as members of the Rancho Santa Fe Fire Protection District for terms prescribed by law. Karlana Rannals, Notary Public, administered the *Oath of Allegiance*.

- Training
- Fire Prevention
- (4) District Articles
- (5) Correspondence - letters/cards were received from the following members of the public
 - None

7. Old Business

a. LAFCO Application – Update

Chief Michel reported that he met with Michael Ott for an update on the process. All parties are striving to start negotiations for the property tax exchange January 2015. He also met with the general manager of Rincon Del Diablo Water District, who requested LAFCO extend their comment period by an additional 15 days, that was given. The developer Standard Pacific is also requesting a status of the reorganization so that they are able to move forward with their project. A pre-construction meeting for the fire station is December 12, which he plans to attend. He responded to questions from the board.

8. Resolution/Ordinance

a. Resolution No. 2014-15

Director Malin informed the board that this resolution is the result of direction given from closed session at the last board meeting. He supported the resolution as submitted and recommended approval.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and APPROVED Resolution No. 2014-15 *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel on a roll call vote:

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

b. Resolution No. 2014-16

Karlana Rannals summarized the staff report provided. The updated pay schedule includes all positions (represented and non-represented) effective January 1, 2015.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, and APPROVED Resolution No. 2014-16 *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting a Pay Schedule in Accordance with California Code of Regulations, Title 2, Section 570.5 on a roll call vote:

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

9. New Business

a. District Representation and Ad Hoc Committee Assignments

Ms. Rannals summarized the staff report provided. The board members reviewed their committee assignment and agreed to serve in the following assignments:

Board of Directors

North County Dispatch JPA (Primary) – Jim Ashcraft

North County Dispatch JPA (Alternate) – Nancy Hillgren

Advisory Board

County Service Area (CSA) – 17 (Primary) – Nancy Hillgren

County Service Area (CSA) – 17 (Alternate) – Tucker Stine

Ad Hoc Committee

Finance Committee – Randy Malin, John Tanner

Staff Assigned: Tony Michel, Karlena Rannals

Negotiations – Randy Malin, Jim Ashcraft

Staff Assigned: Karlena Rannals, Mike Gibbs

Strategic Plan – Tucker Stine, John Tanner

Staff Assigned: Tony Michel

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to appoint the board members to the agreed committees representing the Fire District.

10. Oral Report

a. Fire Chief – Michel

i) CSA 107 – Elfin Forest/Harmony Grove – Update: no additional information

ii) ISO Rating – Final Report: he distributed a copy of the final report received. The District requested a review in Summer/Fall 2014 because the rating requirements had changed. He report that the district moved from a 4/9 rating to 3/3x rating. This will have a big impact on insurance costs for commercial businesses. While there is room for more improvement, this is a big increase for the district. He expressed his appreciation to all staff members involved in the review process and congratulated all for a job well done.

iii) CalPERS Conference – Update: he and other attendees summarized the conference information obtained. The board members requested a presentation on the benefit of paying the unfunded liability at the January meeting.

iv) District Activities:

- RSF Holiday Party – December 12, 2014 at Jolly Roger Restaurant, Oceanside
- RSF Kids Holiday Party with special guest Santa & Elf – December 21, 2014 at RSF1 (El Fuego)
- FDAC New Board Member Training at RSF2 – date TBD (March 6-7, 2015)

b. Operations – Deputy Chief

Chief Gibbs summarized the previous month activity. He distributed the seasonal outlook report and reported that fuel moistures are increasing from the recent rains. He informed the board that CalFire will downsize starting December 15 for the winter season.

c. Training – Battalion Chief

Chief Davidson summarized the training activity for November. It included:

i) Fresno training

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- ii) PALS life support
 - iii) Night drills
 - iv) Zone-wide RIC
 - v) Driver/Operator class (Carlsbad)
 - vi) CERT academy graduation
 - vii) Engineer Promotion, Nathan Fritchle. This is a result of Engineer Dave Bispham's retirement effective December 16, 2014.
- d. Fire Prevention – Fire Marshal
- Fire Marshal Hill distributed a revised activity report for the previous month. The District's prevention staff participated at the pancake breakfast at RSF1 and Open House RSF2. A selection was made for the *Office Support Coordinator* position, who will start December 16, 2014.
- e. Administrative Manager
- No report
- f. Board of Directors
- i) North County Dispatch JPA – Update: Ashcraft – summarized the meeting held December 4, 2014. They discussed at length the CalPERS unfunded liability and an amendment to the JPA agreement, which is planned for board approval at the January 2015 meeting.
 - ii) County Service Area – 17 – Update: Hillgren – no report
 - iii) Comments
 - Stine – commented on the District's social media activity and parents are seeking ways to get involved. In addition, the word is spreading within the community that the District has a new "red" fire truck.

11. Closed Session Report – Board President

President Ashcraft reported that the board, selected staff and legal counsel met in closed session prior to the regular business meeting to discuss the item listed on the agenda. Direction was given to staff and legal counsel, and the board took no action.

12. Adjournment

Meeting adjourned at 2:35 pm.

Karlana Rannals
Secretary

James H Ashcraft
President