



RANCHO SANTA FE FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – April 13, 2016

These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were actually considered.

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm.

Pledge of Allegiance

Battalion Chief Jim Sturtevant led the assembly in the *Pledge of Allegiance*.

1. Roll Call

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

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Fred Cox, Deputy Chief; Bret Davidson, Battalion Chief; Dave McQuead, Battalion; Jim Sturtevant, Battalion Chief; Renee Hill, Fire Marshal and Karlena Rannals, Board Clerk.

President Ashcraft informed the Board that pursuant to government code section 54957 there is a request to amend the agenda to include the following topics for discussion and/or action:

AMEND AGENDA ITEM

10. Closed Session (**Time Certain – 2:30 pm**)

- b. with respect to every item of business to be discussed in closed session pursuant to Section 54957:
Public Employee: Performance Evaluation
Title: Fire Chief

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, APPROVED on the following roll call vote to amend the agenda as requested:

AYES: Ashcraft, Hillgren, Malin, Stine, Tanner

NOES: None

ABSENT: None

ABSTAIN: None

2. Public Comment

No one requested to speak to the Board.

3. Consent Calendar

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted.

a. *Board of Directors Minutes*

i) Board of Directors minutes of March 9, 2016

ii) Board of Directors minutes of March 31, 2016

7. Resolutions/Ordinances

a. Resolution No. 2016-03

Chief Michel reported the resolution for consideration is the document necessary to join the CalPERS Health Benefits Program. If adopted by the board, staff will notify the current health insurance carriers of our intent to terminate the contract.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, APPROVED Resolution No. 2016-03 entitled *Electing to be Subject to the Public Employees' Medical and Hospital Care Act at Unequal Amount for Employees and Annuitants* on the following roll call vote:

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

b. Ordinance No. 2016-01

Fire Marshal Hill reviewed the staff report provided. She summarized the changes between the current and proposed ordinance. The fees did go down on average \$87. This was a direct result of the services being performed by safety vs. non-safety personnel. Staff responded to questions from the board.

The Board was informed that the next step was to schedule a public hearing. President Ashcraft requested that the Board Clerk schedule the public hearing for May 18, and publish the Notice of Intent to Adopt a New Ordinance applicable to all required codes.

8. New Business

a. LAFCO 2015-2016 Run-Off Special Districts Election

Chief Michel informed the Board members that there is a need to cast a ballot to a representative an alternate special district member to the Local Agency Formation Commission (LAFCO). The District must authorize a board member to cast the ballot. He requested that the Board of Directors authorize the Board President to cast the ballot on behalf of the Fire District

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the Board President to cast the ballot on behalf of the Fire District uninstructed.

b. Budget Authorization

Chief Michel summarized the staff report provided. He stated that If approved, the improved fire resistive/drought tolerant landscape can be utilized as a community education tool as an example of a fire resistive and drought tolerant landscape. Also, the additional funding requested would be drawn from the Environmental and Sustainability Initiative reserves established by the Board a few years ago. Staff responded to questions from the board.

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MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the expenditure and funding sources to re-landscape and improve the irrigation system at RSF2.

9. Oral Report

a. Fire Chief – Michel

i) District Activities:

- 1) FDAC Conference – he attended the conference in Napa held April -8, 2016. He reported that it was overall a good conference. He learned that processes may change as a result of the Firefighter Bill of Rights.
- 2) RSF Science Day – participated in that event at Roger Rowe Elementary School. Students are taught how to use fire extinguishers.
- 3) Spirit of Courage Awards Banquet – to be held May 12. The District’s nominated citizens and they will be recognized at the event. The District will purchase a table of ten. If any board member is interested in attending, they are to contact him.

b. Operations – Deputy Chief

Chief Cox summarized the previous month activity, noting district personnel responded to 262 calls the previous month. He reported on two significant calls both vehicle accidents on San Dieguito Road and Del Dios Highway. He also distributed the monthly seasonal weather outlook and reported that the fuel moisture remains steady, about 80%. Staff continues to meet with Elfin Forest personnel about the transition, which is progressing well. calls for the new fire station, RSF5

c. Training – Battalion Chief

Chief McQuead summarized the training activity for March for topics that included hazardous materials and a two-week academy for one new hire. The Engineer’s exam was completed and personnel testing passed the exam. He noted that currently 20 district personnel are on probation.

d. Fire Prevention – Fire Marshal

Fire Marshal Hill summarized the activity for the previous month that included approximately 12,480 square feet of new construction and 61 plan reviews conducted. Beginning in May, the weed abatement notices will be sent. Inspections will start at the end of May.

e. Administrative Manager

Ms. Rannals reminded the board that the next board meeting had been moved to May 18. Also, the employee recognition event will take place on April 16.

f. Board of Directors

- i) North County Dispatch JPA – Update: Ashcraft – no report. The meeting will be May 25.
- ii) County Service Area – 17 – Update: Hillgren – a special meeting was held to discuss the new EMS Coordinator position. The new Coordinator will be employed by AMR. Rancho Santa Fe FPD has agreed to help the County until the contracts can be put in place between the County and AMR.
Comments

- Malin – inquired about the solar project on El Camino Del Norte. Staff informed him that the District does not approve or conduct any inspections on solar projects.
- Tanner – gave kudos to Chief Davidson and the personnel who responded to the swift water rescue on January 31st.

10. Closed Session

Pursuant to section 54957, the board met in closed session from 2:30 – 2:40 pm to discuss the following:

a. Public Employee Performance Evaluation

Title: Fire Chief

All board members listed and Stephen J. Fitch, Fitch Law, APC, via teleconference, attended the closed session.

Upon reconvening to open session, President Ashcraft reported that the Board of Directors discussed the subject and direction was given to legal counsel.

11. Adjournment

Meeting adjourned at 2:43 pm.

Karlana Rannals
Secretary

James H Ashcraft
President