



RANCHO SANTA FE FIRE PROTECTION DISTRICT

Regular Board of Directors Meeting Minutes – May 09, 2018

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 Davidson led the assembly in the *Pledge of Allegiance*.

1. Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Stine, Tanner *Director Hillgren participated via teleconference*

Directors Absent: None

Staff Present: Tony Michel, Fire Chief; Fred Cox, Deputy Chief; Bret Davidson, Battalion Chief; Brian Slattery, Battalion Chief; Marlene Donner, Fire Marshal; Frank Twohy, Volunteer Recruitment & Retention Coordinator; and Karlana Rannals, Board Clerk.

2. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full all resolutions/ordinances. *The vote was conducted via roll call.*

3. Public Comment

No one requested to speak to the Board.

4. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted. *The vote was conducted via roll call.*

a. *Board of Directors Minutes*

i) Board of Directors minutes of April 18, 2018

b. *Receive and File*

i) Monthly/Quarterly Reports

1. List of Demands Check 29943 thru 30063, Electronic Fire Transfers (EFT), and ACH Transfer(s) for the period April 1 – 30, 2018 totaling: \$ 208,782.81
Wire Transfer(s) period April 1 – 30, 2018 \$ 212,254.40
Payroll for the period April 1 – 30, 2018 \$ 615,317.05
TOTAL DISTRIBUTION \$1,036,354.26
2. Budget Review – July 1, 2017 – March 31, 2018
3. Cash Statement – March 31, 2018
4. Quarterly Investment Review
5. Activity Reports – April, 2018
 - a) Operations

- b) Training
- c) Fire Prevention
- d) Correspondence – letters/cards were received from the following members of the public:
 - 1) Madeleine Pickens

c. *Replacement Vehicle – Purchase Modification*

By consent, the Board approved the replacement vehicle (Ford F150) with a Chevrolet 1500 WT for \$37,746.25.

5. Special Presentation

a. Safety Committee

The Rancho Santa Fe Fire Protection District Safety Committee gave a PowerPoint presentation on the District’s efforts for cancer prevention. They included statistics, which include 60% of firefighter fatalities are attributed to occupational cancer, and they reviewed the proactive efforts in the purchase of equipment and/or development of programs in cancer prevention.

6. Old Business

a. None

7. New Business

a. Article XIII B California Constitution Appropriation Limit

Ms. Rannals summarized the staff report provided. She recommended that the Board of Directors select the following formula to calculate the District’s new appropriation limit for the 2018/2019 fiscal year:

- Change in California per capital personal income (3.67%) for the Cost of Living Factor, and
- Change in population within San Diego County average (.86%).

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, and APPROVED to accept staff’s recommendation for calculation of the District’s appropriations limit on the following roll call vote:

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

b. Budget Authorization

Chief Michel summarized the staff report. He reported that RSF6 is staffed daily with four firefighting personnel, along with two volunteer coordinators during business hours. He informed the Board that RSF6 has an exhaust removal system; however, it is not as efficient as the PlymoVent system. He noted that although this item was not budgeted, the PlymoVent Vehicle Exhaust Removal System is a small price compared to firefighter safety and cancer prevention. Staff responded to questions from the Board.

MOTION BY DIRETOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN *the vote was conducted via roll call*) to accept staff’s recommendation and approve the purchase of a PlymoVent Vehicle Exhaust System for \$46,988.07; and authorize the Fire Chief to execute the contract.

c. Surplus of Equipment

Chief Livingstone reported that vehicle ID 0011 is 18 years old, and was acquired in the fleet thru the reorganization with CSA-107. With the recent delivery of the new Type I engine, this engine is no longer needed. A preferred vendor, Fire Etc., has offered to give the District \$22,000 in store credit, which staff believes is more than what we could sell the engine at auction. Staff responded to questions from the Board.

MOTION BY DIRETOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN *the vote was conducted via roll call*) to authorize the surplus and sale of vehicle ID 0011 to Fire Etc. for \$22,000 in store credit.

d. Surplus of Equipment

Chief Livingstone reported that vehicle ID 8961 is 29 years old and again was acquired in the fleet thru the reorganization with CSA-107. Due to the change in staffing at RSF6, this engine is no longer needed. A preferred vendor, Fire Etc., has offered to give the District \$6,000 in store credit, which staff believes is more than what we could sell the engine at auction. Staff responded to questions from the Board.

MOTION BY DIRETOR TANNER, SECOND BY DIRECTOR MALIN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN *the vote was conducted via roll call*) to authorize the surplus and sale of vehicle ID 8961 to Fire Etc. for \$6,000 in store credit.

8. Resolutions/Ordinance

a. *Resolution No. 2018-04*

Ms. Rannals informed the Board that this resolution required by the County of San Diego must be renewed annually. If adopted, the special tax will continue at \$10.00 per benefit unit for FY19.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and ADOPTED Resolution No. 2018-04 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Setting Benefit Charges for fiscal year 2018/2019* on the following roll call vote:

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

b. *Resolution No. 2018-05*

Ms. Rannals informed the Board that this resolution required by the County of San Diego must be renewed annually to continue the collection of the voter approved special assessment in the tax rate areas within the Elfin Forest/Harmony Grove reorganization. This assessment has a built in cost of living increase, that is 3% for FY19. If adopted, the special assessment will be \$156.83 per benefit unit for FY19.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and ADOPTED Resolution No. 2018-05 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Levies Establishing the Benefit Charges for fiscal year 2018/2019* on the following roll call vote:

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

c. *Resolution No. 2018-06*

Ms. Rannals informed the Board that this resolution required by the State of California reflects the Board's action of selecting the formula to calculate the District's appropriations limit.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and ADOPTED Resolution No. 2018-06 entitled a *Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Determining the 2018/2019 Appropriations of Tax Proceeds* on the following roll call vote:

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

9. Oral Report

a. Fire Chief – Michel

- i) Recognition Dinner – it was another hit. The Nicholas family appreciated their personalized gift; and a letter of appreciation was mailed on behalf of the District.
- ii) He has been working with Prevention staff on many different projects.
- iii) Battalion Chief Appointment: On May 1, 2018, Brian Slattery was promoted to Battalion Chief.

b. Operations – Deputy Chief

Chief Cox summarized the previous month's activity noting 291 calls, and he reported that there were no significant incidents to report on from the previous month.

c. Volunteer – Volunteer Recruitment Retention Coordinator

VRRRC Twohy reported that a volunteer was hired by the City of Oceanside and he read a letter of appreciation from volunteer Matthew Clark. In addition, volunteer hours totaled 1,524 hours the previous month.

d. Training – Battalion Chief

Chief Slattery conveyed his appreciation for the promotional opportunity. He is trying to get up to speed quickly and he is preparing for the new hire testing.

e. Fire Prevention – Fire Marshal

FM Donner reported on the previous month's activity that included the developments for Harmony Village South, The Lakes and a 236,000 square foot assisted living facility in 4S Ranch. Staff has discovered illegal occupancies because of annual business inspections, which have been forwarded to the County of San Diego Code Enforcement. Staff is also working to update the Fee Schedule Ordinance.

f. Administrative Manager

Ms. Rannals reminded the Board that the regular June meeting was moved to June 20, 2018.
Board of Directors

- i) North County Dispatch JPA – Update: Ashcraft – the next meeting is planned for May 24, 2018. He did inform the Board of a news article about consolidated all dispatch centers under one roof.

- ii) County Service Area – 17 – Update: Stine – a meeting was held on May 1. The meeting included information on Influenza, noting 20,000 cases that resulted in 340 deaths. Also, a whooping cough epidemic is anticipated. The annual Sidewalk CPR campaign is planned for May 17.
- iii) Comments
 - 1. Malin – spoke of a New York Times article on roving stroke units and the urgency to get to the patient the needed medication and then to the hospital quickly. He spoke of his brother having a stroke recently.
 - 2. Ashcraft – he expressed his appreciation to Tom Hickerson for his service to the District. Tom passed away on April 29, 2018. He served as a District Director from August 14, 2002 – July 25, 2013.

Ten-minute recess

10. Closed Session

- a. Pursuant to section 54957, the board met in closed session from 2:40 – 3:44 to discuss the following:
Public Employee Performance Evaluation
Title: Fire Chief
All board members listed and Chief Tony Michel attended the closed session. NOTE: Director Stine department the meeting at 3:25 pm.

The Fire Chief was given his performance evaluation. There was no action taken by the board.

11. Adjournment

Meeting adjourned at 3:47 pm.

Karlana Rannals
Secretary

James H Ashcraft
President