



**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**Regular Board of Directors Meeting**  
**Minutes – October 10, 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*

Deputy Chief McQuead 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; Marlene Donner, Fire Marshal; and Karlana Rannals, Board Clerk.

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. Public Comment

No one requested to speak to the Board.

4. Consent Calendar

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, 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 September 26, 2018

b. Receive and File

i) *Monthly/Quarterly Reports*

1. List of Demands Check 30577 thru 30672, Electronic Fire Transfers (EFT), and ACH Transfer(s) for

the period September 1 – 30, 2018 totaling: \$ 330,943.89

Payroll for the period September 1 – 30, 2018 \$ 227,700.61

ACH Transfer(s) period September 1 – 30, 2018 \$ 880,253.60

TOTAL DISTRIBUTION \$1,438,898.10

2. Activity Reports – September 2018

a) Operations

b) Training

c) Fire Prevention

d) Correspondence – letters/cards were received from the following members of the public:

1) None

5. Old Business

- a. None

6. Resolution/Ordinance

- a. Resolution No. 2018-15

Chief Michel informed the Board that this resolution ratifies the salary adjustment of 2% for all classifications listed in the RSFPFA-Local 4349.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and ADOPTED Resolution No. 2018-15 *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Authorizing a Salary Increase for Classifications Listed in The Memorandum of Understanding Between Rancho Santa Fe Fire Protection District and The Rancho Santa Fe Professional Firefighters Association Local 4349 on the following roll call vote:

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

- b. Resolution No. 2018-16

Chief Michel informed the Board that this resolution ratifies the salary adjustment of 2% for all classifications listed in the RSFPDEA MOU.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and ADOPTED Resolution No. 2018-16 *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Authorizing a Salary Increase for Classifications Listed in the Memorandum of Understanding Between Rancho Santa Fe Fire Protection District and The Rancho Santa Fe Fire Protection District Employees Association on the following roll call vote:

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

7. New Business

- a. None

8. Oral Report

- a. Fire Chief – Michel

- i) District Activities

He discussed the following with the board:

- CALAFCO Conference – he summarized the conference that he and Deputy Chief Cox attended October 3-5 at the Tenaya Lodge in Fish Camp. He reported on a breakout on how the fires in Santa Rosa and Sonoma have renewed the awareness for Municipal Service Reviews, reminding that the County of San Diego has attempted to consolidate since 2008. He reminded the board

on the importance of watching the legislative process as it could impact the Fire District in the future. He recommended that the District invite the local LAFCO Executive Director at a future meeting.

- Pancake Breakfast October 7 – the event was well attended with approximately 300 attendees.
- b. Operations – Deputy Chief  
Chief Cox summarized the previous month’s activity, noting district personnel responded to 283 calls, noting that there weren’t any significant events to report. He also reported that the fuel moisture has slightly improved.
- c. Elfin Forest Volunteer Division – Division Chief  
Chief Cox reported that the program continues to progress and there is a plan to conduct a new volunteer academy in December/January.
- d. Training – Battalion Chief – no report
- e. Fire Prevention – Fire Marshal  
FM Donner reported that staff is busy delivering presentations for Fire Prevention Week. She also summarized the previous months statistics.
- f. Administrative Manager  
Ms. Rannals reminded the board members of the upcoming election on November 6<sup>th</sup>.
- g. Board of Directors
  - i) North County Dispatch JPA – Update: Ashcraft – no report. The next meeting is planned for November 28k 2018.
  - ii) County Service Area – 17 – Update: Hillgren – no report.
  - iii) Comments
    - 1. Hillgren – will participate at the November meeting via teleconference

9. Adjournment

Meeting adjourned at 1:58 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President