



Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of April 10, 2014

MEETING CALLED TO ORDER AT 7:00 PM BY PRESIDENT ABENDSCHAN

1.0 ROLL CALL PRESENT: ABENDSCHAN, HURLEY, JOHNSTON, SPISAK,
WEATHERFORD

ABSENT: None

1.1 INTRODUCTIONS: FIRE CHIEF JEFF TERPSTRA
BOARD SECRETARY FRED MALMLUND
DC MIKE CONRAD
DC DAVE HERNDON
MS. MARY LEE
MR. DAN HAMILTON
CAPTAIN MIKE MARTIN
DEPUTY FIRE MARSHAL CAROL WALLACE
MS. TRACY NEW
FF/PM JARED VON SCHELL
FF/PM AARON HERSHEY

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

- 3.1 ORAL COMMUNICATIONS: Ms. Mary Lee asked if Chief Terpstra had reported she had used old photographs and not returned them.
- 3.2 WRITTEN COMMUNICATIONS: The board packet contained a newspaper clipping mentioning district activities and a CalPERS CERBT trust account summary.

4.0 CONSENT AGENDA

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF MARCH 13, 2014
- 4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF MARCH 8, 2014 THROUGH APRIL 4, 2014
- 4.3 MOTION TO ACCEPT AND FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.4 MOTION TO APPROVE A DISBURSEMENT TO SANTA CRUZ COUNTY AUDITOR-CONTROLLER'S OFFICE IN THE AMOUNT OF \$107,032.00 FOR 2013-14 PROPERTY TAX ADMINISTRATION SERVICES
- 4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS? None

On motion by Director Weatherford, seconded by Director Johnston, that Consent Agenda items 4.1, 4.2, 4.3, and 4.4 be approved as submitted, was approved by the following vote:

Ayes:	Abendschan, Hurley, Johnston, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

5.0 ITEMS REMOVED FROM CONSENT AGENDA None

6.0 UNFINISHED BUSINESS

6.1 REPORT OF BOARD OVERSIGHT SUBCOMMITTEE

Director Hurley reported a draft report of the committee's activities and findings has been prepared and submitted to the fire chief for comments. The report will then be submitted to the labor groups for comment. He requested the final report be discussed at the May board meeting.

6.2 REPORT OF FINDINGS BY DIRECTORS WEATHERFORD AND JOHNSTON REGARDING REGIONAL FIRE AGENCY COOPERATIVE WORK OPPORTUNITIES

Director Johnston, Director Weatherford, and Fire Chief Terpstra reported that they met with Central Fire District's Director Mitchell, Director Howard, and Fire Chief Maxwell to discuss the opportunity for a jointly staffed fire prevention bureau. The group decided to conduct an analysis of the scope, staffing, services, facility requirements, and timeline for a cooperative effort between the two districts. The group will meet again on April 14 to pursue the matter further.

7.0 NEW BUSINESS

7.1 MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH NEW BUSINESS MANAGER MS. TRACY NEW

Fire Chief Terpstra reviewed the recruitment process and welcomed Tracy New to the organization.

On motion by Director Weatherford, seconded by Director Hurley, that the MOU with Tracy New be approved as submitted, was approved by the following vote:

Ayes:	Abendschan, Hurley, Johnston, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

7.2 REVIEW OF THIRD QUARTER FINANCIAL RESULTS AND FY2013-14 PRELIMINARY BUDGET

Business Manager Malmlund reported that third quarter financial results were tracking well to the budget and preparation of the FY2013-14 preliminary budget and long-range forecast was underway.

7.3 MOTION TO APPROVE A RE-ALLOCATION OF \$4,300.00 OF CAPITAL EXPENDITURE BUDGET FROM THE NEW STAFF VEHICLE PROJECT TO THE THERMAL IMAGING CAMERA REPLACEMENT PROJECT

Business Manager Malmlund reported Division Chief Conrad had requested approval to purchase four new thermal imaging cameras while the budget contained funds for three. The additional \$4,300 budget funds required for the total purchase would be provided by the decision to delay the purchase of a new staff vehicle to next year.

On motion by Director Johnston, seconded by Director Weatherford, that the reallocation of capital expenditure project funds be approved as proposed, was approved by the following vote:

Ayes:	Abendschan, Hurley, Johnston, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

7.4 MOTION TO APPROVE RESOLUTION 5-14 "CLAIMS FOR PAYMENT"

Business Manager Malmlund reported that the delegation of authority for claims payment required modification due to the increasing monthly cost of the employee health insurance premium.

On motion by Director Weatherford, seconded by Director Hurley, that Resolution 5-14 be approved as submitted, was approved by the following vote:

Ayes:	Abendschan, Hurley, Johnston, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

7.5 MOTION TO APPROVE HIRING AN ENTRY LEVEL FIREFIGHTER/PARAMEDIC TO REPLACE A RETIRING FIREFIGHTER

No action taken on this item.

7.6 MOTION TO APPROVE RESOLUTION 6-14 "LOCAL SAFETY MEMBER DISABILITY RETIREMENT"

Fire Chief Terpstra reported that Firefighter Jim Cannon had sustained a work-related injury on April 3, 2013 and on March 27, 2014 his treating physician had declared him to be permanent and stationary and substantially incapacitated from the performance of his job.

On motion by Director Hurley, seconded by Director Weatherford, that Resolution 6-14 be approved as submitted, was approved by the following vote:

Ayes:	Abendschan, Hurley, Johnston, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY:

Director Johnston asked Fire Chief Terpstra and Division Chief Conrad when the EMS Chief "roles and responsibilities" document would be finalized. DC Conrad replied that the document was being developed by the EMS Section, but was not yet complete.

8.2 FIRE CHIEF'S REPORT:

Chief Terpstra briefly reviewed his written staff report.

A/LSFPD BOARD MEETING MINUTES
April 10, 2014

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT MIKE MARTIN:

Mike Martin reported on recent union charity activities and requested board direction on the meet and confer process.

9.0 CLOSED SESSION 8:40 PM

9.1 CONFERENCE WITH LEGAL COUNSEL

No closed session was held on this item.

9.2 PERSONNEL MATTER

The board met with Chief Terpstra regarding a performance evaluation and no action was taken.

10.0 ADJOURN MEETING 8:57 PM



Secretary to the Board



Board President