



Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of January 14, 2016

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

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

ABSENT: NONE

1.1 INTRODUCTIONS
FIRE CHIEF JON JONES
BOARD SECRETARY TRACY NEW
DIVISION CHIEF MIKE CONRAD
DIVISION CHIEF SKRABAK
DIVISION CHIEF DIRKSEN
ON-DUTY CREWS & OFF-DUTY PERSONNEL
MEMBER OF THE LOCAL COMMUNITY

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS: Gary Weekly, Aptos resident, requested more transparency at the last meeting, he apologized for his comments and stated he has since found the information was posted on the District website. He also spoke regarding the need for further merger option discussions, as mentioned in the recent Grand Jury report, including the possible financial impacts and operational effects. He asked if any studies to this effect could be completed and posted on the website as well. President Hurley offered to meet with Mr. Weekly to discuss.

3.2 WRITTEN COMMUNICATIONS: Written communications included a thank-you letter from the Aptos Chamber of Commerce for participation in the recent tree-lighting ceremony and craft fair.

4.0 CONSENT AGENDA

4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 10, 2015

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- 4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF DECEMBER 1, 2015 THROUGH DECEMBER 31, 2015
- 4.3 MOTION TO ACCEPT AND FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.4 MOTION TO APPROVE RESOLUTION 1-16 "WEED ABATEMENT"
- 4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None

On motion by Director Weatherford, seconded by Director Foster, 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, Foster, Hurley, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

5.0 ITEMS REMOVED FROM CONSENT AGENDA: None

6.0 UNFINISHED BUSINESS

- 6.1 REVIEW OF PROPOSED CHANGES TO DISTRICT PERSONNEL RULES SECTIONS 11-20

President Hurley proposed building on the summary of the previous sections reviewed in the December Board meeting (Sections 1-10) to give a better idea of the time needed to review the policy sections. Sections 11-20 were reviewed in order, with requests for Public Comment given for each page. A staff report listing items requiring further discussion, information or recommendation will be included in the February 11, 2016, Regular Board Meeting agenda available for public view.

Public Comments: Aptos resident Gary Weekly asked if a copy of the proposed Personnel Rules were made available to the public and the process of approving the personnel policy. President Hurley reviewed the process of revision and discussion with Mr. Weekly.

- 6.2 PUBLIC HEARING: DISTRICT ORDINANCE 1-16 "ESTABLISHING POLICY GOVERNING PURCHASES OF SUPPLIES, SERVICES, AND EQUIPMENT"

Fire Chief Jones gave an overview of the proposed revision to the current Purchasing Policy, last updated in 2002. No comments from the public were made during the hearing. Ordinance number 1-15 updated to 1-16 to reflect year adopted.

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On motion by Director Abendschan, seconded by Director Weatherford, that Agenda item 6.2, to approve District Ordinance 1-16, Establishing Policy Governing Purchase of Supplies, Services and Equipment, be approved was approved by the following vote:

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

6.3 MOTION TO AWARD CONTRACT TO VISION COMMUNICATIONS AND AUTHORIZE FIRE CHIEF TO SIGN AGREEMENT TO PURCHASE PORTABLE RADIOS AND ACCESSORIES

Fire Chief Jones briefly reviewed the bid process for the purchase of new portable radios and accessories, and noted receipt of one bid. The bid met the specifications of the proposal, and had prices below list cost on much of the equipment listed. Old radios will be evaluated for value and sold to help offset the cost of the new radios.

On motion by Director Weatherford, seconded by Director Spisak, that Agenda item 6.3, to Award Contract to Vision Communications and Authorize Fire Chief to Sign Agreement to Purchase Portable Radios and Accessories, be approved as submitted was approved by the following vote:

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

6.4 MOTION TO APPROVE FIRE CHIEF'S SALARY INCREASE IN ACCORDANCE WITH EMPLOYMENT CONTRACT

President Hurley moved this agenda item to follow the completion of closed session including performance of the Fire Chief.

7.0 NEW BUSINESS

7.1 DISCUSSION OF BOARD MEMBER OVERSIGHT RESPONSIBILITIES FOR 2016

Board members discussed changes to oversight responsibilities for 2016, and decided upon the following: Director Weatherford will continue to have oversight of Finance, Health and Workers' Comp. Director Spisak will have oversight of Operations and Facilities. President Hurley will continue to have oversight of Labor Relations. Director Foster will have oversight of SCCFAIG (Santa Cruz County Fire Agencies Insurance Group), Community and Government Relations. Director Abendschan will continue to have oversight of the Strategic Plan and Annual Plan.

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The board members reviewed the oversight assignments and agreed that in 2016 President Hurley will retain the category of labor relations, Director Spisak would assume the category of operations and facilities, Director Foster would assume the category of SCCFAIG and community & government relations, Director Abendschan will retain the category of strategic plan & annual plan, and Director Weatherford will retain finance, employee health insurance and to some extent workers compensation, and labor relations.

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY:

Director Weatherford stated that, as part of his outgoing responsibility as the former Board President, he met with Local 3535 and the Chief Officers Association regarding the letters submitted to the board. He then notified them that the Board retains their management rights, and that the Board now considers the matter closed.

8.2 FIRE CHIEF'S REPORT

Fire Chief Jones briefly reviewed his staff report. The report included a year-end recap of District progress as submitted by each of the division chiefs. Fire Chief Jones expressed gratitude to the Division Chiefs Conrad, Dirksen, and Skarbak for the progress made over the past year.

Director Weatherford asked for more detail on our current standards of response coverage. Fire Chief Jones stated that he and DC Conrad had met regarding standards of response coverage a number of times, but the data available via the current Firehouse system could not produce the a detailed analysis. He hopes that with the conversion to Emergency Reporting software, they can obtain better data for a more detailed analysis of coverage. He also asked for clarification on budget calculations, which was provided by Director of Business Services Tracy New.

President Hurley expressed appreciation for these reports.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT NATE CALCAGNO

Director Calcagno stated that the Local 3535 has received no written response to the issues raised in their letter to the board and at the December 10, 2015, regular board meeting expressing dissatisfaction at the oral response given by Director Weatherford. The Local 3535 feel they have no other choice but to contact outside parties in order to achieve a meaningful and positive resolution to these issues, and will continue to meet with all board directors to keep communication open and attempt to resolve the issues.

8.4 REPORT FROM CHIEF OFFICERS' ASSOCIATION PRESIDENT MIKE CONRAD

D.C. Mike Conrad stated that the Chief Officers' Association looks forwards to reestablishing communication with each of the Board Members.

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Before entering closed session, President Hurley thanked former President Weatherford for all the work accomplished during his prior year of service as President of the Board of Directors.

9.0 CLOSED SESSION: 7:59 PM

9.1 CONFERENCE WITH LABOR NEGOTIATORS

9.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

10.0 RETURN TO OPEN SESSION: 8:40 PM

REPORT FROM CLOSED SESSION:

9.1 The board met with labor negotiators and gave direction. The board agreed to agendaize for public session the Aquatic Rescue Response Team First Amendment to the Memorandum of Understanding at the next Regular Board Meeting.

9.2. Deferred to the next Regular Board Meeting, February, 11, 2016, due to time constraints. As a result, item 6.4 was also deferred, and no motions were made at this time.

11.0 ADJOURN MEETING: 8:41 PM



Secretary to the Board



Board President