



Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

REGULAR BOARD MEETING

Minutes of August 13, 2015

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

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

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS: None

4.0 CONSENT AGENDA

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF JULY 9, 2015
- 4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF JULY 2, 2015 THROUGH AUGUST 5, 2015
- 4.3 MOTION TO ACCEPT AND FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.4 MOTION TO APPROVE DISBURSEMENT TO ALLSTAR FIRE EQUIPMENT IN THE AMOUNT OF \$45,838.46 FOR THE PURCHASE OF TURNOUT COATS AND PANTS
- 4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None

On motion by Director Abendschan, seconded by Director Spisak, that Consent Agenda items 4.1 through 4.4 be approved as submitted was approved by the following vote:

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

5.0 ITEMS REMOVED FROM CONSENT AGENDA: None

6.0 UNFINISHED BUSINESS:

6.1 DISCUSSION OF AND MOTION TO APPROVE RESPONSE TO THE 2014/15 SANTA CRUZ COUNTY CIVIL GRAND JURY REPORT ON SANTA CRUZ COUNTY FIRE PROTECTION DISTRICTS

Vice President Hurley reported that he and Director Abendschan discussed and commented on a few items within the Grand Jury report. They would prefer to have all Directors present before making a motion regarding response to this report. The Directors will continue to make comments and present at the next Board Meeting, with all Directors present. A member of the public asked if the discussion would take place at the next Regular or Special Meeting. Vice President Hurley stated it would be at the next Regular Board Meeting. No action taken.

6.2 MOTION TO APPOINT AN APPLICANT TO THE BOARD POSITION VACANCY

Two applicants had been invited to the interviews: Mr. Joe Foster and Mr. John Fry. Both applicants were in attendance, and were interviewed sequentially by the board members.

Mr. Foster answered a number of questions regarding experience, community involvement, and familiarity with the Brown Act.

Mr. Fry answered similar questions in his interview. Director Abendschan asked if his work as a Project Manager would create any conflicts regarding construction and development in the area. Mr. Fry stated that he is not currently working on projects within the District, and would recuse himself from decisions affecting any future projects if applicable.

After discussion, a Special Meeting was scheduled for Tuesday, August 18, 2015 at 6:00 PM, for action to be taken on an appointment. No action was taken at this time.

7.0 NEW BUSINESS

- 7.1 DISCUSSION OF AND MOTION TO APPROVE DISBURSEMENT TO CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS) IN THE AMOUNT OF \$105,243.00 FOR THE AUGUST PAYMENT OF THE DISTRICT'S SAFETY PLAN UNFUNDED ACCRUED LIABILITY

Business Manager New reviewed details and answered Directors' questions regarding the payments required monthly and the need to approve these payments via Board meeting per District policy.

On motion by Director Spisak, seconded by Director Abendschan, that Agenda item 7.1 be approved as submitted, was approved by the following vote:

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

- 7.2 DISCUSSION OF BOARD MEMBER OVERSIGHT RESPONSIBILITIES FOR 2015

Fire Chief Jones noted that President Weatherford had discussed the need for another Board Director to serve as an ad hoc committee member for CPP planning. Director Spisak will participate as an ad-hoc committee member. No motion was required, no action taken.

- 7.3 MOTION TO AUTHORIZE THE FIRE CHIEF TO ENTER INTO AGREEMENT AND EXPEND FUNDS FOR NEW RECORDS MANAGEMENT SYSTEM

Fire Chief Jones described how the District utilizes the current Records Management System, Firehouse, and the issues with data retrieval. If the District migrates to Emergency Reporting System, a Cloud-based program, the cost could be as high as \$7,000.00 initially. A number of safety employees reviewed the new system and were open to the change. Fire Chief Jones answered Directors' questions on the system and the transition process.

On motion by Director Abendschan, seconded by Director Spisak, that Agenda item 7.3 be approved as submitted, was approved by the following vote:

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

- 7.4 DISCUSSION OF AND MOTION TO APPROVE AMENDMENT TO CLASS PLAN, JOB DESCRIPTIONS, AND AUTHORIZATION FOR FIRE CHIEF TO ENGAGE IN THE RECRUITMENT PROCESS TO FILL VACANCIES OF FIRE MARSHAL, FIRE INSPECTOR, ACCOUNTING SPECIALIST AND ADMINISTRATIVE ASSISTANT

Fire Chief Jones reviewed the positions under discussion, and will be bringing the proposed job descriptions to the next CPP Meeting for review. Fire Marshal Carol Wallace reviewed how Prevention positions have changed over the last several years and how it affected duty coverage. Director Spisak requested information regarding the salary structure for the positions included in CPP. Business Manager Tracy New reviewed her research on the positions, comparing position duties and salaries to those in other Districts.

On motion by Director Abendschan, seconded by Director Spisak, that Agenda item 7.4 be approved as submitted, was approved by the following vote:

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

7.5 DISCUSSION OF UPDATE TO BACKYARD BURNING POLICY

Fire Chief reviewed our revised District's Backyard Burn policy due to the changes in requirements from Monterey Bay Unified Air Pollution Control District(MBUAPCD). New changes to the policy would include increasing the minimum lot size requirement to ½ acre, structural clearance space to 100', and other limitations to burn pile size and spacing for safety and environmental concerns. Fire Marshal Wallace detailed the effect of MBUAPCD regulations on local burn policy requirements. Vice President Hurley was concerned that fuels would increase and make properties more susceptible to fire if the burn permit process became too restrictive. He asked if increased funding for a chipper program should be considered, in light of these changes. Discussion only – no action taken on this item.

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY

Director Abendschan inquired as to how many employees utilize District credit cards. Business Manager New stated Fire Chief, Business Manager, Division Chiefs, Captains, and a few program managers have District credit cards. She also reviewed details of the Purchasing Policy, in regards to purchasing and credit limits.

8.2 FIRE CHIEF'S REPORT

Fire Chief Jones recently completed 2-weeks of training at the National Fire Academy Executive Fire Officer Program in Emmitsburg, Maryland. The training is part of a 4-year program for his Executive Leadership credential.

The CPP committee is continuing their work, and plans to meet with Local 3535 in the near future. The committee also met with the Chief Officers Association. An MOU should be finalized and ready for presentation at the September Board Meeting.

The District hired Firefighter/Paramedic James Collender, previously of Truckee Fire Department. FFPM Collender started August 10, 2015, and will be assigned to A Shift at Station 1 at the conclusion of his orientation.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT NATE CALCAGNO

Captain Ryan Peters spoke on behalf of President Nate Calcagno. The Union has recently undergone a change in leadership, and is looking forward to a positive relationship with the Fire Chief and Board of Directors. Four members are currently out of County on a Strike Team at the Jerusalem Fire. Five newer members are currently in their Probationary Period. Their focus is to make sure the probationary employees receive the best training possible, all have been successful so far. Two members are starting Surf Rescue (Aquatics Rescue Response Team) training next week. The Union is looking for more opportunities for charity and community work, encouraging volunteerism with all members.

Fire Chief Jones commended staff for their work in training all the new employees.

8.4 REPORT FROM CHIEF OFFICERS' ASSOCIATION PRESIDENT MIKE CONRAD: None

9.0 CLOSED SESSION: 8:44 PM

9.1 LABOR NEGOTIATIONS

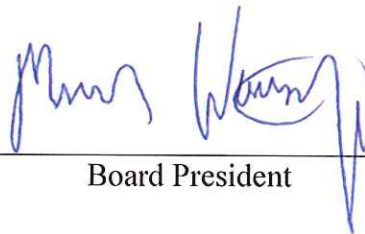
10.0 RETURN TO OPEN SESSION: 10:15PM

REPORT FROM CLOSED SESSION: Discussed labor negotiations and gave direction. No action taken.

11.0 ADJOURN MEETING: 10:16PM



Secretary to the Board



Board President