

# Aptos/La Selva Fire Protection District

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## MINUTES

### Aptos/La Selva Fire Protection District

#### Regular Board Meeting

Thursday, March 8, 2018 – 7:00 PM

Administration Office  
6934 Soquel Drive  
Aptos, California 95003

Welcome to the Aptos/ La Selva Fire Protection District Board meeting. The President of the Board of Directors will invite your comments regarding any item listed on our open session agenda. The President may request that comments be limited to three (3) minutes for any item NOT listed on the agenda. The Brown Act prohibits the Fire Board from taking any action not listed on the agenda. Agenda material is available on the District's website [www.aptosfire.com](http://www.aptosfire.com) and at the District's Administrative Office during business hours.

#### 1.0 ROLL CALL ABENDSCHAN, FOSTER, HURLEY, LUCCHESI, SPISAK

1.1 INTRODUCTIONS: INTERIM FIRE CHIEF RON PRINCE  
BOARD SECRETARY TRACY NEW

#### 2.0 PLEDGE OF ALLEGIANCE

President Foster called the meeting to order at 7:00 p.m. and asked that all in attendance join him in saluting the flag. In attendance were Directors Abendschan, Lucchesi and Spisak. Interim Chief Prince and Board Secretary New were also present. Director Hurley arrived at 7:35 p.m.

#### 3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

##### 3.1 ORAL COMMUNICATIONS:

This time is set-aside for members of the public to address the board on any item NOT on the agenda, which is within the subject matter jurisdiction of the board. No action or discussion shall be taken on any item presented except that any board member may respond to statements made or questions asked, or may ask questions for clarification. All matters of an administrative nature will be referred to staff. All matters relating to the board will be noted in the minutes and may be

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scheduled for discussion at a future meeting or referred to staff for clarification and report. Any board member may place matters brought up under oral communications on a future agenda.

### 3.2 WRITTEN COMMUNICATIONS

President Foster made mention of the correspondence.

### **4.0 CONSENT AGENDA**

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 8, 2018 (Recommended by Board Secretary New).
- 4.2 MOTION TO ACCEPT AND FILE THE MINUTES OF THE SPECIAL MEETING OF FEBRUARY 22, 2018 (Recommended by Board Secretary New).
- 4.3 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF FEBRUARY 1, 2018 THROUGH FEBRUARY 28, 2018 (Recommended by Director of Business Services New).
- 4.4 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END (Recommended by Director of Business Services New).
- 4.5 MOTION TO APPROVE AMENDMENT TO EXTEND THE CONTRACT WITH MANAGEMENT PARTNERS THROUGH APRIL 2018, NOT TO EXCEED AN ADDITIONAL \$50,000 (Recommended by President Foster).
- 4.6 MOTION TO APPROVE \$21,000 PAYMENT TO TROUT GULCH MUTUAL WATER FOR INSTALLATION of 3 FIRE HYDRANTS (Recommended by Fire Chief Prince).
- 4.7 PUBLIC COMMENT ON CONSENT AGENDA ITEMS.

There were no public or Board comments.

Director Abendschan made a motion to approve the Consent Agenda. The motion was seconded by Director Lucchesi.

**The motion passed with 4-Ayes; Director Hurley was absent.**

### **5.0 ITEMS REMOVED FROM CONSENT AGENDA**

There were none.

### **6.0 NEW BUSINESS**

- 6.1 MOTION TO APPROVE MOBILE RADIO AND ACCESSORIES SPECIFICATION AND MOVE FORWARD WITH RFP (Recommended by Fire Chief Prince).

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Interim Chief Prince advised that the District was updating the 10-year-old radios currently in use; advised that the new radios will have double the number of channels; and, advised that the District has a surplus of equipment that will need to be addressed. Division Chief Cullen advised that the new radios will have double the capacity and carry the District well into the future.

Director Lucchesi made a motion to approve the mobile radio and accessories specification and move forward with the RFP. The motion was seconded by Director Spisak.

**The motion passed with 4-Ayes; Director Hurley was absent.**

## **7.0 STANDING REPORTS**

7.1 BOARD OVERSIGHT INQUIRY: Any Board Member may request that staff report on the status of operational or administrative activities or programs.

Director Abendschan mentioned that the District's unfunded liability with CalPERS should be put on the Agenda for discussion; advised that the Master Plan offered suggestions with pros and cons; advised that the Plan strongly suggested restricted funds as a possible solution; and, suggested that the Board shouldn't wait too long to discuss resolution of the unfunded liability. Discussion ensued.

7.2 DISCUSSION OF DISTRICT-WIDE EXTERNAL COMMUNICATIONS TO THE COMMUNITY (Recommended by Board President Foster).

President Foster advised that he missed the last meeting with the Community Ad Hoc, so Director Lucchesi provided an overview of what was discussed, as did Paul Vitali, with all advising that multiple phases of items are going to be addressed. Ms. New advised that the Committee is also working on a survey for members of the public to provide items they would like to see addressed by the Committee. Tanya Pannebecker inquired about the timing of the survey. Paul Vitali advised that it will be a couple of months, and Ms. New advised that they are proposing to have 10 questions in the survey and will use Social media and the *Aptos Times* to reach out to the public. Becky Steinbruner thanked Ms. New for responding to her multiple questions, and advised that she has an issue with the \$16,000 that is being paid to the former Chief monthly.

7.3 FIRE CHIEF'S REPORT – By Interim Fire Chief Prince regarding various operational and administrative matters.

Interim Chief Prince advised that the Board interviewed the two Fire Chief finalists at a Special Board Meeting on February 22, 2018, and gave direction to the District's representative and the Interim Fire Chief to establish mutual interest with one of the finalists; advised that the Board President (Foster) established the Fire Chief Contract Negotiations Ad Hoc Committee, to serve as the District's representatives for contract negotiations; advised that subject to successful negotiations, the Committee will report back to the Board at the regular Board Meeting in April with a recommended contract that will be considered and voted on in Open Session; advised that he anticipated that the second or third week of April the District could possibly have a new Chief; advised that there had been a review of logistical issues regarding a shared Duty Coverage Plan for incident command response with the Central Fire Protection District Command Staff and the Aptos District Chief Officers, and the initiation of the 90-day trial period will

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begin on April 15, 2018; he then outlined the elements of the plans, as well as the goals, and advised that a letter agreement had been prepared, was being reviewed by legal counsel and will be shared with the Board at the next Board Meeting; advised that the District's CPR Program had experienced a significant increase in both class availability and attendance over the past few months; advised that new CPR classes are scheduled for March, April and May (one class per month with 20 students per class); advised that as of the end of February, the March and April classes were filled; advised that there are six District members currently on a list of available instructors, with a seventh being available shortly after some additional training; advised that the CPR coordinators were currently working on scheduling future classes for June and July, 2018; advised that the CPR course being taught is a "Bystander CPR" course, as opposed to an AHA or ASHI-certified course; advised that the District had recently hired a new Fire Inspector – Stephanie Barnes; advised that Ms. Barnes had been working in the City of Santa Clara Fire Prevention Bureau for the past two years, and will begin working at Aptos La Selva Fire Protection District April 18, 2018; advised that the Labor/Management Ad Hoc Committee met March 2, 2018; advised that the meeting was a very good, informal exchange that included many different topics, and gave a brief overview of all the subjects discussed. President Foster concurred regarding the Ad Hoc meeting, advising that it was a good and robust meeting.

Becky Steinbruner addressed the Board, advising that she hoped there was feedback from Local 3535 regarding the selection of the new Chief; and, advised that while the suggestion to donate surplus items to Mexico was a good idea, she hoped that the City of Detroit might also be considered. President Foster and Interim Chief Prince advised that suggestion had been made as well, but some of the equipment is no longer up to OSHA standards.

7.4 REPORT FROM FIREFIGHTERS' LOCAL 3535

There was no report.

7.5 REPORT FROM CHIEF OFFICERS' ASSOCIATION

There was no report.

7.6 ACCEPT AND FILE DIVISION CHIEF OF TRAINING REPORT

There was no report.

7.7 ACCEPT AND FILE DIVISION CHIEF OF PREVENTION REPORT

There was no report.

7.8 ACCEPT AND FILE DIVISION CHIEF OF OPERATIONS REPORT

There were no comments or discussion.

Paul Vitali suggested that part of the succession plan being discussed by the Labor/Management Ad Hoc, should include that when a Division Chief is missing that someone else be assigned to prepare reports for Board Meetings, etc.

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7.9 ACCEPT AND FILE DIRECTOR OF BUSINESS SERVICES REPORT

Becky Steinbruner inquired about the Citygate Master Plan recommendations; inquired how their recommendations would be implemented, when they would be implemented, and how the recommendations would be explained to the public. Discussion ensued, and the result was that discussions will begin over the next few months and will coincide with discussions/preparation of the Budget; and, that some things will be addressed in the next fiscal year, while other items may have to be addressed in the following year.

Paul Vitali addressed the Board, advising that he hoped the new Chief's contract was not a mirror image of the old contract and that some items in the old contract were eliminated. Discussion ensued.

**8.0 CLOSED SESSION**

8.1 This is the time for members of the public to speak to the Board on items on the Closed Session agenda. Public comments will only be heard on matters itemized on the Closed Session agenda at this time. The Board will not address any comments but will instead recess into Closed Session.

Beck Steinbruner requested more information regarding what was going to be discussed regarding Items 8.2 and 8.3, who would be in attendance in the Closed Session, and how long the Closed Session would be.

President Foster moved the meeting to Closed Session at 7:43 p.m.

8.2 PUBLIC EMPLOYMENT

In accordance with California Government Code Section 54957  
Title: Fire Chief – Contract Negotiations

8.3 CONFERENCE WITH LABOR NEGOTIATORS

In accordance with Section 54957.6  
Agency designated representatives: President Foster and Director Lucchesi  
Unrepresented Employee: Director of Business Services

**9.0 RETURN TO OPEN SESSION**

9.1 REPORT FROM CLOSED SESSION

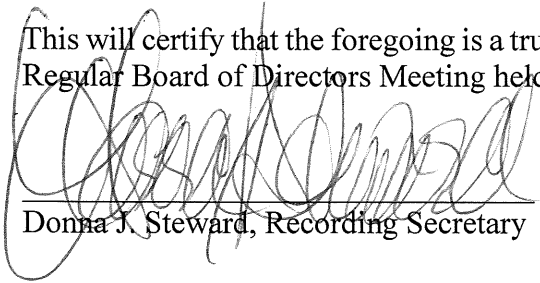
President Foster moved the meeting back to Open Session at 9:30 p.m., and advised that with regard to Item 8.2, the Board gave direction and authority to the Fire Chief Negotiations Ad Hoc Committee, consisting of Director Lucchesi and Director Hurley, and with regard to Item 8.2, the Board gave direction to the Labor Negotiator, via the Interim Fire Chief.

Members of the public that were present when the Board reconvened were Fire Chief Steven Hall and Becky Steinbruner.

**10.0 ADJOURN MEETING**

The meeting was adjourned at 9:32 p.m.

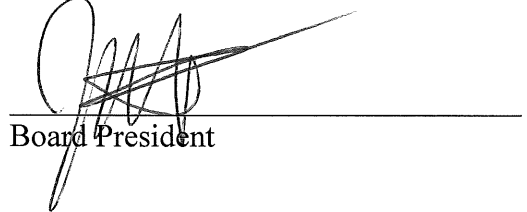
This will certify that the foregoing is a true copy of the discussions during the Aptos Fire Protection District Regular Board of Directors Meeting held on March 8, 2018, as prepared by me.



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Donna J. Steward, Recording Secretary

Dated: 5/10/18

ATTEST:



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Board President

Dated: 4/11/18