

Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of August 10, 2017

MEETING CALLED TO ORDER AT 7:08 PM BY PRESIDENT SPISAK

1.0 ROLL CALL

PRESENT: ABENDSCHAN, FOSTER, HURLEY, LUCCHESI,
SPISAK

ABSENT: NONE

1.1 INTRODUCTIONS: BOARD SECRETARY TRACY NEW

2.0 PLEDGE OF ALLEGIANCE

In light of public attendance, Item 8.0 was moved to the front of the agenda, for discussion.

8.0 CLOSED SESSION: 7:49 PM

8.1 PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS: Approximately 14 members of the public, in addition to representatives from Firefighters Local 3535 and the Chief Officers Association, commented on the current state of the District, efforts made by the public and the Board of Directors, and the possible contract extension of Fire Chief Jon Jones. After hearing commentary from the public, the Board entered into Closed Session discussion at 7:49 PM.

8.2 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation in accordance with § 54956.9(d)(2)

8.3 PUBLIC EMPLOYMENT
In accordance with Section § 54957.6
Agency designated representatives: President Spisak, Vice President Foster
Unrepresented Employee: Fire Chief

9.0 RETURN TO OPEN SESSION: 9:15 PM

9.1 REPORT FROM CLOSED SESSION

Director Foster reported on Closed Session items 8.2 and 8.3.

Item 8.2: Director Lucchesi motioned to approve a separation agreement with Fire Chief Jon Jones. Per Federal law, the agreement would not finalize until 7 days from the date of the decision. Once the agreement has been finalized, the agreement will be made available to the public.

On motion by Director Lucchesi, seconded by Director Hurley, that the District approve the separation agreement with Fire Chief Jon Jones, be approved as submitted, was approved by the following vote:

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

Item 8.3: Director Abendschan motioned to appoint Division Chief Todd Skrabak as Interim Fire Chief for the duration of one month, effective immediately, to be evaluated at the next regular Board Meeting.

On motion by Director Abendschan, seconded by Director Foster, that the District approve the appointment of Division Chief Todd Skrabak as Interim Fire Chief, effective August 10, 2017, be approved as submitted, was approved by the following vote:

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

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS: None.

3.2 WRITTEN COMMUNICATIONS: Written communications included correspondence between Grunsky Law Firm and Mastagni Holstedt Law Firm regarding a recent Public Records request, two emails regarding commentary and response made at the July 13, 2017 regular board meeting, and 23 letters and emails from members of the public regarding the employment contract for Fire Chief Jon Jones.

4.0 CONSENT AGENDA

- 4.1 MOTION TO ACCEPT AND FILE THE AMENDED MINUTES OF THE REGULAR MEETING OF JUNE 8, 2017
- 4.2 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF JULY 13, 2017
- 4.3 MOTION TO APPROVE CLAIMS DISBURSEMENTS FOR JULY 1, 2017 THROUGH JULY 31, 2017
- 4.4 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None.

On motion by Director Abendschan, seconded by Director Lucchesi, 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, Lucchesi, Spisak
Noes:	None
Abstain:	None
Absent:	None

5.0 ITEMS REMOVED FROM CONSENT AGENDA: None

6.0 UNFINISHED BUSINESS

- 6.1 DISCUSSION OF INTERNAL REVIEW AND MOTION FOR THE CREATION OF AN AD HOC COMMITTEE

President Spisak asked the public for suggestions on choosing public representation in the creation of the proposed Ad Hoc Committee, as well as other suggestions for the committee. Currently, two Board Members have been selected for the committee. Additional representation recommended for the committee is one representative from Local 3535, one from Chief Officers Association, the Fire Chief and Director of Business Services, and up to two members of the public, possibly representing North and South areas of the District.

Public member Mr. Niblock asked a number of questions regarding the organization of the committee, and how many volunteers have expressed interest thus far. President Spisak and Director Foster gave details as to the organization thus far. As of this meeting, five members of the public far have expressed interest in serving on the committee.

Public member Mr. Lev stated that the ad hoc committee would be a good idea, but doesn't see the logic in picking North and South representation. He suggested involving more management positions.

Public member Mrs. Miller asked if an application was available for committee volunteers, similar to those for elected officials. Director of Business Services Tracy New referenced a memo sent to directors, regarding the potential methods of screening qualified applicants for this process. This method is still being evaluated.

Public member Ms. Steinbruner recommended monthly meetings of the committee over the next 6 months, given the recent issues with the District. She also asked if Urban/Rural representatives of the community could be present, rather than ones from North/South.

7.0 STANDING REPORTS

7.1 BOARD OVERSIGHT INQUIRY: None.

7.2 DISCUSSION OF DISTRICT-WIDE EXTERNAL COMMUNICATIONS TO THE COMMUNITY: Director Foster had no report on Item 7.2, and recommended leaving the item as a running Standing Report for future regular board meetings. Mr. Niblock stated that the report is a good idea, and the effort of board members to communicate with and inform the public would be very beneficial.

7.3 FIRE CHIEF'S REPORT: Fire Chief Jones was absent. Written report included in agenda packet.

7.4 DIVISION CHIEF OF OPERATIONS REPORT: Division Chief Scott Cullen was absent. Fire Chief Skrabak briefly reviewed items on the Operations Report and Fire Chief's report, as presented by Fire Chief Jones and Division Chief Cullen:

The District entered into an agreement with the City of Santa Cruz, to conduct a Joint Recruitment test for Firefighters and Firefighter/Paramedics, with participating agencies Watsonville FD and Central FPD. Currently, the District has no active openings for Firefighter/Paramedics. The District has utilized this method in prior years, finding it to be a time saver in the recruitment process. Director Hurley asked if there was a written agreement as to how the list of rated candidates was utilized by each department. Fire Chief Skrabak stated that he would research and present the board with the agreement details at the next regular Board Meeting.

The Apparatus Committee is continuing to work on the final details of the new apparatus. Apparatus are expected to arrive in late September, to be put into service shortly thereafter.

The District sent out Strike Team in July, headed by Fire Marshal Trevor Dirksen. The Strike Team was active for 14 days, covering 3 different fires in extreme conditions. The team was then replaced by a Strike Team with Division Chief Skrabak as Strike Team Leader, as well as other personnel from APT 3536 and Zayante FD, for an additional 7 days.

7.5 DIVISION CHIEF OF PREVENTION REPORT: Written report included in agenda packet, as Fire Marshal Dirksen was absent from meeting.

A/LSFPD BOARD MEETING MINUTES

August 10, 2017

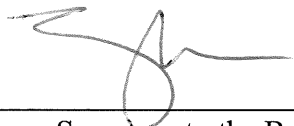
- 7.6 DIRECTOR OF BUSINESS SERVICES REPORT: Director of Business Services Tracy New reported Badawi and Associates was onsite for field work for the annual audit for FY16-17. The next steps will be evaluation of the CalPERS plan and OPEB liability, to complete the fiscal audit.

The application window has closed for the Administrative Assistant position, and Director of Business Services New has been working with Division Chief Cullen to select candidates for the first round of oral interviews. After the first round, a panel comprised of Admin. Assistant Sarah Melton, Central FPD and A/LSFPD Admin. Assistant Clara Turner, and an Admin. employee from a neighboring District will conduct second interviews, and hopefully select a candidate to the Board by the next Board meeting.

Updates to the District website have been made, per public requests, to clarify procedures for written communications, make Agendas and Minutes easier to read, and information easier to access.

- 7.7 REPORT FROM FIREFIGHTERS' LOCAL 3535: None.
- 7.8 REPORT FROM CHIEF OFFICERS' ASSOCIATION: None.

10.0 ADJOURN MEETING: 9:43 PM



Secretary to the Board



Board President