

Aptos/La Selva Fire Protection District

6934 Soquel Drive ▪ Aptos, CA 95003
Phone # 831-685-6690 ▪ Fax # 831-685-6699

MINUTES

Aptos/La Selva Fire Protection District

Regular Board Meeting

Thursday, February 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 including late additions to the agenda is available on the District's website 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 & PRESENTATIONS

President Foster called the meeting to order at 7:00 p.m., and asked everyone in attendance to join him in saluting the flag. In attendance were Directors Hurley, Abendschan, Lucchesi and Spisak. Also in attendance were Chief Prince and Board Secretary Tracy New.

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

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.

Becky Steinbruner addressed the Board regarding the County elections that will take place in November, 2018 (Directors Abendschan and Hurley are up for re-election); and, advised that she supports Captain Peters.

3.2 WRITTEN COMMUNICATIONS

President Foster made mention of the seven pieces of communication included in the Board Packet.

4.0 CONSENT AGENDA

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF JANUARY 11, 2018 (Recommended by Board Secretary New).
- 4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF JANUARY 1, 2018 THROUGH JANUARY 31, 2018 (Recommended by Director of Business Services New).
- 4.3 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END (Recommended by Director of Business Services New).
- 4.4 PUBLIC COMMENT ON CONSENT AGENDA ITEMS?

Becky Steinbruner addressed the Board, advising that the Minutes of January 11, 2018, did not include that there was a member of the public present when the Board reconvened from Closed Session. President Foster advised that under 9.1 the Minutes should reflect that there was no public comment when Item 9.1 was called, and Ms. New pointed out that the public comment President Foster was suggesting be added is actually found under Item 8.9. It was agreed that there will now be a public comment section before the Board goes into Closed Session.

Director Abendschan made a motion to approve the Consent Agenda with the change requested regarding public comment before the Board moves to Closed Session. The motion was seconded by Director Lucchesi.

The motion passed with 5-Ayes.

5.0 ITEMS REMOVED FROM CONSENT AGENDA

There were none.

6.0 UNFINISHED BUSINESS

- 6.1 DISCUSSION OF BOARD MEMBER OVERSIGHT RESPONSIBILITIES FOR 2018 (Recommended by Board President Foster).

Chair Foster advised that this item had been on the Agenda for a couple of months; advised that the new format now clearly lays out all the tasks and duties that the Board will be faced with in 2108 as far as categories and committee members are concerned; and, advised that the Ad Hoc Committees will be reviewed periodically. Discussion ensued.

7.0 NEW BUSINESS

7.1 MOTION TO APPROVE DISTRICT VOTE ON ELECTION FOR DISTRICT MEMBER ON THE CONSOLIDATED REDEVELOPMENT DISTRICT OVERSIGHT BOARD (Recommended by Interim Fire Chief Prince).

Discussion ensued regarding the two nominees (Reed Geisreiter and David Hodgins) for the Consolidated Redevelopment District Oversight Board.

There was no public comment.

The Board unanimously nominated Reed Geisreiter for the Consolidated Redevelopment District Oversight Board, and the Board recommended that the runner-up, Mr. Hodgins, should fill the alternate position.

8.0 STANDING REPORTS

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

There was no public comment.

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

President Foster advised that the two committees had met in January and that Chief Prince would report regarding those meetings; advised that he believed the meetings were very productive; and, advised that the External Committee met for almost two hours and it was a good discussion.

Becky Steinbruner addressed the Board, advising that she raised many issues in her communications to the Board; advised that several of her questions were not answered and that she was directed to the public records; and, she inquired why her questions couldn't have simply been answered. Ms. Steinbruner was advised that the questions she has asked have quite in-depth answers, and she was directed to contact staff and set up a meeting to discuss her questions.

Paul Vitali addressed the Board, advising that he believed that simple answers could be provided; and advised that he believed it was a missed opportunity to have the public sit in regarding the selection of the new Fire Chief; advised that Santa Cruz Police and Cabrillo College just hired new leaders, and they allowed the public to be part of the process – and suggested that be corrected in the future. President Foster advised that the Board is discussing the candidates, advised that the selection is down to four highly qualified candidates; advised that there was a day of robust interviews with the candidates that included a

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panel that included community members; advised that he believed the process was thorough and that there was a lot of input; he advised that there may still be other opportunities ... Mr. Vitali interrupted, advising that the police department allowed the public to sit in and listen – insisting that the Board had the opportunity to do the same thing. Chief Prince advised that it was agreed to respect each candidate's confidentiality because they are still employed; and, until the mutual interest is established, the candidates don't want their current employers to know that they are going through the process. Ms. Steinbruner advised that she agreed with Mr. Vitali.

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

Chief Prince advised that the District had selected the four most qualified semi-finalists during the Board meeting last month, and with concurrence of the entire Board, President Foster created a Fire Chief Selection Ad Hoc Committee, with the goal of developing final recommendations for the position of Fire Chief; advised that the Committee which consisted of community members, labor representatives, staff, public safety experts and the Ad Hoc Committee met on January 25, 2018, to interview the four candidates; advised that the Ad Hoc is now poised to review their findings with the entire Board during closed session this evening; advised that he believed the selection process is getting close to ending; advised that there has been a confidentiality policy regarding the selection since the applicants were still employed, and advised that he believed that maintaining confidentiality was a good practice; advised that according to ESCI, the consulting group working on the LAFCO Mid County Consolidation Feasibility Study, the final report is now scheduled for completion at the end of May, 2018; advised that he believed that the last delivery of data requested from the District by ESCI will go out the week of February 12; advised that on January 19, 2018, the Labor/Management Ad Hoc Committee met – advised that the agenda was quite full – advised that the next meeting is March 2, 2018, and that succession planning and other broad topics will be discussed; advised that the Community Relations Ad Hoc Committee met on January 31, 2018, and advised that methods of communications were discussed, as well as the Brown Act and limitations the Act sets, and advised that the next meeting is scheduled for February 28, 2018;

Division Chief Dirksen addressed the Board, advising that he was involved in both Committees; advised the meetings were successful; advised that he believes the Committees are an effective way to communicate; advised that there was some discussion about how long an Ad Hoc can exist; advised that he believed that these types of committees will eliminate a lot of what has occurred in the past – suggested that there will be better branding of the District, and better communications; advised that he believed the Labor Committee was a great forum to discuss career development; and, ended by reiterating that he believed that both meetings were very successful.

Tania Pannebecker addressed the Board, inquiring what goals were discussed in the Labor Management meeting; how the information from the meetings will get out to the public; and, how the public could bring up a subject they wished the Committee to discuss. Chief Prince advised that specific goals were not established, but that succession planning was put at the top of the list for discussions; advised that the meeting was the initial meeting, at which they worked on a lay out for how they wanted to operate. Paul Vitali advised that he believed it was a great Community Ad Hoc Meeting and that he was looking forward to the next meeting. Discussion ensued, to include whether there would be formal minutes or whether there would be an oral report made, and when, and there was a discussion about updating the District's website. A gentleman inquired how long an Ad Hoc could last. Chief Prince advised that at this time they are Ad

Hoc, but that after a few meetings, he could see a possible recommendation being made to the Board that the Ad Hocs become standing committees. Becky Steinbruner inquired of Chief Prince who the three panels were that interviewed the prospective candidates. Chief Prince advised that he contacted the Chamber of Commerce for recommendations, advised that he called 10 to 12 people – advised that those available were Barbara Palmer, Karen Hibble, Leonard Santana, and Bob Nolan – who were very engaged; advised that they secured the services of retired Aptos/La Selva Fire Chief Gary Smith, retired Scotts Valley Fire Chief Mike McMurray, as well as a representative from Local 3535 and the Chief Officer's Association; advised that he believed the Chamber was a good place to go for community input. Ms. Steinbruner advised that she would recommend in the future that leaders from the Seacliff Improvement Association and Rio Del Mar Improvement Association be included to represent residential interests.

8.4 REPORT FROM FIREFIGHTERS' LOCAL 3535

Captain Ryan Peters (also President of Local 3535) addressed everyone; he thanked the public for continuing to come out and support the staff; advised that he wanted to thank everyone for the efforts to increase communication – advised that he believed it to be a big step and very momentous; advised that he wished the Board good luck in choosing a new Chief – advised he believed it to be a historical moment – that it is a very important cross-road – that it is good for the community as well; thanked the Board for the opportunity to be part of the process; thanked Chief Prince and advised that the Local really appreciates Chief Prince's leadership; and thanked the Board and those participating in the selection of the new Chief.

Tania Pannebecker thanked Captain Peters for his service.

8.5 REPORT FROM CHIEF OFFICERS' ASSOCIATION

There was nothing to add to the report in the Board Packet.

8.6 ACCEPT AND FILE DIVISION CHIEF OF TRAINING REPORT

There was nothing to add to the report in the Board Packet.

Becky Steinbruner inquired how training was going to address leadership skills, professional development and a strategic succession plan for staff?

Division Chief Skrabak provided an in-depth response to the questions.

8.7 ACCEPT AND FILE DIVISION CHIEF OF PREVENTION REPORT

There was nothing to add to the report in the Board Packet.

Becky Steinbruner advised that she would like clarification regarding the EMS responses in 2017 verses 2016 – advised that it looked like AMR was responding less and the District was responding more; and she advised that she wanted to hear more about the County's ADU policy – how it is going to affect the safety of the community and how it will affect the District; and, she inquired how the District is handling the new cannabis regulations/requirements.

Chief Dirksen addressed her questions.

8.8 ACCEPT AND FILE DIVISION CHIEF OF OPERATIONS REPORT

There was nothing to add to the report in the Board Packet.

Becky Steinbruner advised that she was concerned to see the number of calls reported for the disasters in 2017 was only eight, and inquired whether that affected the emergency funding; and, inquired about the new radios and whether they are working.

Division Chief Cullen addressed her questions.

8.9 ACCEPT AND FILE DIRECTOR OF BUSINESS SERVICES REPORT

There was nothing to add to the report in the Board Packet.

Becky Steinbruner advised that things need to be made clear to the public – that is in the public’s best interest.

9.0 CLOSED SESSION

9.1 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.

Becky Steinbruner asked that the Closed Session items be described in more detail, inquired if an outside consultant would be joining the meeting, and requested the public be involved as much as possible in the hiring process. President Foster advised that the Board would get a report from the Ad Hoc Committee in Closed Session regarding the Chief candidate interviews – to include the feedback received from the community panel and labor panel.

President Foster moved the meeting to Closed Session at 7:58 p.m.

9.2 PUBLIC EMPLOYMENT

In accordance with California Government Code Section 54957.b.1

Title: Fire Chief –Report from ad hoc committee and discussion of recruitment process.

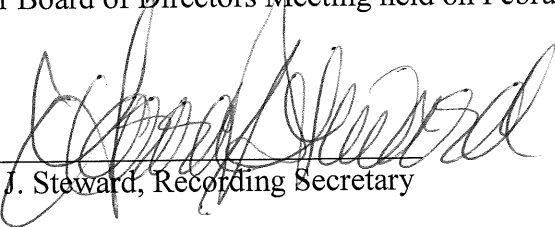
10.0 RETURN FROM CLOSED SESSION

President Foster moved the meeting to Open Session at 9:39 p.m., advising that the Board gave direction to the Interim Chief to proceed to the next step in the selection process in conjunction with the Mercer Group.

11.0 ADJOURN MEETING

The meeting was adjourned at 9:41 p.m.

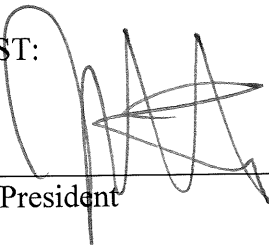
This will certify that the foregoing is a true copy of the discussions during the Aptos Fire Protection District Regular Board of Directors Meeting held on February 8, 2018, as prepared by me.



Donna J. Steward, Recording Secretary

Dated: 3/8/18

ATTEST:



Board President

Dated: 3/8/18