

Aptos/La Selva Fire Protection District

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

FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of July 13, 2017

MEETING CALLED TO ORDER AT 7:02 PM BY PRESIDENT SPISAK

1.0 ROLL CALL

PRESENT: ABENDSCHAN, FOSTER, HURLEY, LUCCHESI,
SPISAK

ABSENT: NONE

1.1 INTRODUCTIONS: FIRE CHIEF JON JONES

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS (for items not on the current agenda): Moved to after Closed Session, due to unscheduled meeting location change.

3.2 WRITTEN COMMUNICATIONS: None.

4.0 CLOSED SESSION AGENDA: 7:28 PM

4.1 PUBLIC COMMENTS ON CLOSED SESSION AGENDA ITEMS:

Members of the public gave input to the Board including comments regarding the number of people attending the meeting and size of meeting room and another thanking the firefighters.

At 7:30 PM the Board commenced with Closed Session Items 4.2 through 4.7 in the Upstairs Multi-Purpose Room. Closed Session ended at 7:56 PM, after which Board Members proceeded to the Apparatus Bay to continue the meeting.

July 13, 2017

- 4.2 CONFERENCE WITH LEGAL COUNSEL
Claim of Todd Skrabak v. Aptos/La Selva Fire Protection District, Received 6/23/17
- 4.3 CONFERENCE WITH LEGAL COUNSEL
Claim of Ryan Peters v. Aptos/La Selva Fire Protection District, Received 6/23/17
- 4.4 CONFERENCE WITH LEGAL COUNSEL
Claim of Nathan Calcagno v. Aptos/La Selva Fire Protection District, Received 6/23/17
- 4.5 CONFERENCE WITH LEGAL COUNSEL
Claim of Brandon Houston v. Aptos/La Selva Fire Protection District, Received 6/23/17
- 4.6 CONFERENCE WITH LABOR NEGOTIATORS
Unrepresented Employee: Director of Business Services
- 4.7 CONFERENCE WITH LABOR NEGOTIATORS
Unrepresented Employee: Emergency Medical Services Chief

5.0 RETURN TO OPEN SESSION: 7:56 PM

President Spisak invited the public to comment on Closed Session agenda items. A member of the public inquired as to whether Item 3.1 could continue, as Public Comments were halted during the decision to move the meeting. President Spisak assured the public that the 3.1 discussion would continue after the Closed Session report and commentary were concluded. A member of the public asked what was discussed in Closed Session, and report was given.

5.1 REPORT FROM CLOSED SESSION

Items 4.2 through 4.5 - District received legal advice regarding the four claims received on 6/26/17.

Items 4.6 through 4.7 - Discussion only, no action taken.

Member of the public Becky Steinbruner voiced disappointment at the Board of Directors, and called for the Board to request the resignation of Fire Chief Jones.

Capt. Greg Hansen stated that his prior request to move the meeting was due to the law regarding maximum occupancy, and took offense to a remark made by President Spisak, suggesting that he recruited the attendees at the current meeting. President Spisak stated that the comment was not meant as an attack, and apologized for the comment.

Director Foster requested that the Board take action on New Business Items 9.2 through 9.5, as they directly related to the Closed Session items discussed.

Several members of the public asked for detail on the cases that were discussed in closed session, prior to the Board making motions to approve or deny the claims. Fire Chief Jon Jones and Directors advised the public that the details of the case were available online, as well as in the public binder

July 13, 2017

available at the meeting. President Spisak gave further information on the claims, as detailed in the posted agenda. Director Hurley stated that the claim, as written, would involve punitive fees for each of the Directors. Denying the claim would open the case up for legal process and mediation after the initial denial. Further discussion between Directors, the Fire Chief, and members of the public continued before the final vote was taken on Items 9.2 through 9.5, as discussed.

- 9.2 MOTION TO DENY THE CLAIM OF MR. TODD SKRABAK AND DIRECT STAFF TO FORWARD THE CLAIM TO THE DISTRICT'S LIABILITY INSURANCE FIRM
- 9.3 MOTION TO DENY THE CLAIM OF MR. RYAN PETERS AND DIRECT STAFF TO FORWARD THE CLAIM TO THE DISTRICT'S LIABILITY INSURANCE FIRM
- 9.4 MOTION TO DENY THE CLAIM OF MR. NATHAN CALCAGNO AND DIRECT STAFF TO FORWARD THE CLAIM TO THE DISTRICT'S LIABILITY INSURANCE FIRM
- 9.5 MOTION TO DENY THE CLAIM OF MR. BRANDON HOUSTON AND DIRECT STAFF TO FORWARD THE CLAIM TO THE DISTRICT'S LIABILITY INSURANCE FIRM

On motion by Director Foster, seconded by Director Hurley, that Agenda Items 9.2, 9.3, 9.4 and 9.5 to "Deny the Claims of Mr. Todd Skrabak, Mr. Ryan Peters, Mr. Nathan Calcagno and Mr. Brandon Houston, and Direct Staff to Forward the Claim to the District's Liability Insurance Firm", be approved as submitted, was approved by the following vote:

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

3.1 ORAL COMMUNICATIONS (for items not on the current agenda, continued):

Becky Steinbruner stated that she has communicated with Director of Business Services New as of the last Board Meeting, regarding communication between Board and Public. She did notice that information was now posted on the website regarding the guidelines for submitting written communication to the Board (as requested at the last meeting), but said that she had followed the directions given, and her communication was not included in Written Communication because it was submitted too late to be included with the materials. She requested that the public be allowed to write comments on the current agenda and have it included as late correspondence, for the public to see, after the agenda has posted. Director Hurley agreed with Ms. Steinbruner that late correspondence (up to 72 hours from the date of meeting) should be allowed for public viewing. Director Foster and President Spisak both stated that research will be done into changing the current policy, including comparison with the Board of Supervisors and other public agencies.

Another member of the public voiced displeasure at the current state of the District. He asked the Board to take more action, and asked Fire Chief Jones to resign.

6.0 CONSENT AGENDA

- 6.1 MOTION TO ACCEPT AND FILE THE AMENDED MINUTES OF THE REGULAR MEETING OF MAY 11, 2017
- 6.2 MOTION TO ACCEPT AND FILE THE AMENDED MINUTES OF THE REGULAR MEETING OF JUNE 8, 2017
- 6.3 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF JUNE 1, 2017 THROUGH JUNE 30, 2017
- 6.4 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 6.5 MOTION TO APPROVED DISBURSEMENT TO SANTA CRUZ REGIONAL 9-1-1 IN THE AMOUNT OF \$41,888.50 FOR THE FIRST HALF FY2017-18 SERVICE FEE
- 6.6 MOTION TO APPROVE \$618,390 ANNUAL LUMP SUM PAYMENT FOR THE CALPERS CLASSIC SAFETY PLAN EMPLOYER UNFUNDED ACCRUED LIABILITY CONTRIBUTION AMOUNT FOR THE 2017-18 FISCAL YEAR
- 6.7 MOTION TO APPROVE \$20,272 ANNUAL LUMP SUM PAYMENT FOR THE CALPERS CLASSIC MISCELLANEOUS PLAN EMPLOYER UNFUNDED ACCRUED LIABILITY CONTRIBUTION AMOUNT FOR THE 2017-18 FISCAL YEAR
- 6.8 MOTION TO APPROVE FIREWORX SOFTWARE CONTRACT WITH DAVE HERNDON
- 6.9 PUBLIC COMMENT ON CONSENT AGENDA ITEMS?

A member of the public asked who was taking minutes of the meeting. President Spisak replied that Fire Chief Jones was taking the notes for the minutes, and that a recording of this meeting would be available to the public as well.

On motion by Director Foster, seconded by Director Abendschan, to approve Items 6.1 and Items 6.3 through 6.8 as written, be approved as submitted, was approved by the following vote:

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

7.0 ITEMS REMOVED FROM CONSENT AGENDA

- 6.2 MOTION TO ACCEPT AND FILE THE AMENDED MINUTES OF THE REGULAR MEETING OF JUNE 8, 2017

July 13, 2017

President Spisak requested that the Board move Item 6.2 to the August Board meeting, in order to make corrections to the wording on Item 7.5, discussing the formation of an ad-hoc committee. President Spisak had requested 2 Board Members, the Fire Chief, 1 Division Chief, 1 Union member, the Director of Business Services and 1-2 individuals from the public, if interested. A member of the public asked for more detail on what the purpose of the Ad Hoc committee would be. Details were provided by President Spisak and Director Abendschan. Currently, President Spisak and Director Lucchesi are the only members chosen for the Board. The District website has instructions for submitting contact information for those interested in participating in the committee.

Members of the public gave input and asked questions regarding the formation of the committee. Local 3535 President Ryan Peters stated that, while Local 3535 is more than willing to increase communication with the Board and the public, participation in such a committee will depend on whether or not the contract is extended for Fire Chief Jones.

On motion by Director Abendschan, seconded by Director Foster, to move the approval of Item 6.2 until the next regular Board Meeting and make corrections as requested, be approved as submitted, was approved by the following vote:

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

8.0 UNFINISHED BUSINESS

8.1 DISCUSSION OF DISTRICT-WIDE EXTERNAL COMMUNICATIONS TO THE COMMUNITY

Director Foster thanked the public, including Becky Steinbruner and Jim Kerr, for their suggestions at the last meeting and earlier this meeting, and invited the public to give input on how to improve communications further. This discussion item will be moved into the “Standing Reports” section of the agenda for future meetings, and be kept as a recurring item in order to continue improving communications.

Two members of the public suggested microphones for the Board Members, so that the public could hear what was being said more clearly.

Another member of the public asked for easier access to the agenda packets. Mr. Drew Johnston also suggested the public be told the public WiFi password, so that they could access the online version of the Board Packet on personal devices during the meetings, in addition to the hard copy provided in the back of the room.

July 13, 2017

Ms. Steinbruner requested that the Board remove the requirement for written communication be submitted to Director of Business Services New and specifically requested for submission to be included in the board packets.

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

President Spisak stated that the decisions on who would be included in the committee would be transparent, and members of the public would be included in the discussion. A number of public members gave input into the options for selection, including the possibility of multiple public members representing individual regions, either by station or neighborhood. Division Chief Skrabak stated that the Chief Officers Association would participate in the Ad Hoc committee.

9.0 NEW BUSINESS

9.1 MOTION TO APPROVE A DISBURSEMENT TO SANTA CRUZ COUNTY FIRE AGENCIES INSURANCE GROUP IN THE AMOUNT OF \$461,322.00 FOR THE FY2017-18 WORKERS' COMPENSATION INSURANCE PREMIUM AND ACCEPT AND FILE THE SCCFAIG FY2016-17 AUDITED FINANCIALS AND SCCFAIG FY2017-18 FINAL BUDGET

Fire Chief Jones gave a brief overview of the Workers' Compensation Insurance program, prior to motion being made.

Member of the public asked if the expense was in the current budget. Fire Chief Jones stated that the cost had already been budgeted.

On motion by Director Abendschan, seconded by Director Lucchesi, to approve Item 9.1, to "Approve a Disbursement to Santa Cruz County Fire Agencies Insurance Group in the Amount of \$461,322.00 for the FY2017-18 Workers' Compensation Insurance Premium and Accept and File the SCCFAIG FY 2016-17 Audited Financials and SCCFAIG FY2017-18 Final Budget", be approved as submitted, was approved by the following vote:

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

10.0 STANDING REPORTS

10.1 BOARD OVERSIGHT INQUIRY: None.

10.2 FIRE CHIEF'S REPORT: Fire Chief Jones gave a status report on the progress of the District Master Plan. He anticipated that the final report would be delivered at the August Board of Directors Meeting.

July 13, 2017

Chief Jones attended a number of meetings over the past month, including the Fire Safe Council meeting on June 13, 2017, which he feels it will be very beneficial to mitigating risk factors within the District. Attended Joint Law & Fire Chiefs meeting, working on a multi-agency firefighter/paramedic recruitment. He also attended the CalFire Wildland Staff Ride, a Joint Fire/Law Chiefs Meeting, and a Santa Cruz City Joint Firefighter Recruitment Meeting.

Ms. Steinbruner asked a number of questions regarding the Master Plan, all of which were answered by Fire Chief Jones.

- 10.3 DIVISION CHIEF OF TRAINING REPORT: Division Chief Skrabak acknowledged the extra hours and effort that current staff has put into training the new firefighters. He briefly recapped Off-Road Driver Training conducted in June at Hollister Hills. Three District employees attended a "Train the Trainer" course on this topic, and a makeup training session is being planned after the fire season for the remaining crews that were not able to attend the June training.
- 10.4 DIVISION CHIEF OF OPERATIONS REPORT: Division Chief Cullen reported that the Apparatus Committee is planning to travel to Minnesota to conduct a final inspection of the demo engine and pre-construction for the new engine in the week of July 17, 2017. He reviewed the timeline for both engines.

M3566 has been activated 7 times, with no transports. This is a significant decrease in utilizations, compared to the 30 days prior to beginning the utilization reduction trial. The trial utilization model will be reevaluated at the end of July 2017.

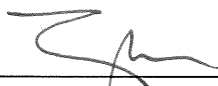
OSHA inspected the air compressors, for the stations' vehicle exhaust systems. While the Bauer compressor was found to be out of compliance, maintenance had already been scheduled by Captain Buchner, and the violations were quickly corrected.

Probationary Firefighter/EMT Ian Zachary started essential skills training on June 26, 2017, and is anticipated to start on shift July 18 or 24, 2017. Acting Captain Carl Steinmetz was promoted to a temporary Captain position, and Firefighter/Paramedic Zach Wilson is now assigned as a C-Shift Acting Captain.

- 10.5 DIVISION CHIEF OF FIRE PREVENTION REPORT: Fire Marshal Dirksen was assigned to a Strike Team, and was unable to present the report. Per recommendation by Fire Chief Jones, the report was tabled to the next regular Board Meeting.
- 10.6 DIRECTOR OF BUSINESS SERVICES REPORT: Director of Business Services New was unable to attend the meeting. The report will be tabled to the next regular Board Meeting.
- 10.7 REPORT FROM FIREFIGHTERS' LOCAL 3535: Aptos Local 3535 President Ryan Peters thanked the members of the public for attending this and prior meetings. He thanked the Board for working towards improving communication. He invited the Board to come by the fire stations and observe the new employees during upcoming training drills.
- 10.8 REPORT FROM CHIEF OFFICERS' ASSOCIATION: Division Chief Skrabak thanked the Board Members for reaching out to discuss current issues with the COA, and working towards the Ad Hoc

committee. He echoed the Local 3553 invitation to the Board to observe upcoming trainings at the stations.

11.0 ADJOURN MEETING: 9:20 PM



Secretary to the Board



Board President