



Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of January 9, 2014

MEETING CALLED TO ORDER AT 7:00 PM BY PRESIDENT ABENDSCHAN

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

ABSENT: NONE

1.1 INTRODUCTIONS: FIRE CHIEF JEFF TERPSTRA
BOARD SECRETARY FRED MALMLUND
CAPTAIN MIKE MARTIN
DC DAVE HERNDON
MS. MARY LEE
FF/PM JARED VON SCHELL
FF/PM AARON HERSHEY
DFM CAROL WALLACE

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS: None

3.2 WRITTEN COMMUNICATIONS: The board packet contained newspaper clippings mentioning district activities and letters expressing thanks for district activities.

4.0 CONSENT AGENDA

4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 12, 2013

4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF DECEMBER 7, 2013 THROUGH JANUARY 3, 2014

- 4.3 MOTION TO ACCEPT AND FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.4 MOTION TO APPROVE RESOLUTION 1-14 "WEED ABATEMENT"
- 4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS None

On motion by Director Weatherford, seconded by Director Johnston, 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, Hurley, Johnston, Spisak, Weatherford
Noes:	None
Abstain:	None
Absent:	None

5.0 ITEMS REMOVED FROM CONSENT AGENDA None

6.0 UNFINISHED BUSINESS

6.1 REPORT OF BOARD OVERSIGHT SUBCOMITTEE

Director Hurley reported that he and President Abendschan had met and had discussions with the fire chief, the business manager, and representatives of Local 3535 to collect information on staffing levels, constant staffing requirements, and overtime expenditures. They will meet next with representatives of the Chief Officers' Association to collect further information.

7.0 NEW BUSINESS

President Abendschan changed the order of agenda items.

7.5 MOTION TO APPROVE BUSINESS MANAGER RECRUITMENT PLAN, JOB DESCRIPTION, COMPENSATION AND BENEFITS, AND DRAFT MEMORANDUM OF UNDERSTANDING

Fire Chief Terpstra and Business Manager Mamlund reviewed the submitted recruitment plan, job description, and salary survey. The board members agreed upon a starting annual salary range of \$80,000 to \$100,000, depending upon qualifications, and that the job description Desirable Qualifications should include "knowledge of public retirement systems".

On motion by Director Hurley, seconded by Director Weatherford, that the business manager recruitment plan be approved, as amended, was approved by the following vote:

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

7.6 DISCUSSION OF BOARD MEMBER OVERSIGHT RESPONSIBILITIES FOR 2014

The board members reviewed the oversight assignments and agreed that in 2014 Director Hurley would assume the category of operations & facilities, Director Spisak would assume the category of labor relations, Director Johnston would assume the category of SCCFAIG and community & government relations, President Abendschan would assume strategic plan & annual plan, and Director Weatherford would assume finance, employee health insurance, and labor relations.

On motion by Director Johnston, seconded by Director Hurley, that the 2014 board oversight assignments be approved, as amended, was approved by the following vote:

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

7.1 MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH THE EMERGENCY MEDICAL SERVICES INTERGRATION AUTHORITY (EMSIA) REGARDING THE EMS CHIEF POSITION

Fire Chief Terpstra reviewed the MOU and reported that district legal counsel Al Smith had reviewed the document.

On motion by Director Weatherford, seconded by Director Hurley, that the MOU be approved, as submitted, was approved by the following vote:

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

7.2 REVIEW OF SECOND QUARTER FINANCIAL RESULTS

Business Manager Malmund reported that the mid-year financial results were tracking well to the approved budget with the exception of a minor unfavorable variance in account #3105 overtime caused by employee injuries and illnesses.

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7.3 MOTION TO APPROVE RESOLUTION 2-14 "TAX DEFER MEMBER PAID CONTRIBUTIONS – IRC 414(h)(2)"

Business Manager Malmlund reported that the resolutions in meeting agenda item numbers 7.3 and 7.4 were required to implement the payroll structural change recently negotiated in all safety employee labor agreements consisting of safety employees paying the CalPERS 9% employee contribution and eliminating employer pick-up and the EPMC benefit.

7.4 MOTION TO APPROVE RESOLUTION 3-14 "PAYING AND REPORTING THE VALUE OF EMPLOYER PAID MEMBER CONTRIBUTIONS"

On motion by Director Weatherford, seconded by Director Hurley, that Resolutions 2-14 and 3-14 be approved, as submitted, was approved by the following vote:

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

Director Weatherford left the meeting at this point to attend to a personal matter.

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY

Director Hurley recommended the board invite district legal counsel Al Smith to attend an upcoming board meeting to provide board member training on the Brown Act and the Public Records Act. President Abendschan requested Fire Chief Terpstra to make the arrangements.

8.2 FIRE CHIEF'S REPORT

Fire Chief Terpstra discussed a new pilot program that is being tested for ambulance deployment that involves queuing low priority calls when county ambulance resources are down to two available ambulances. He also briefly reviewed his submitted written staff report.

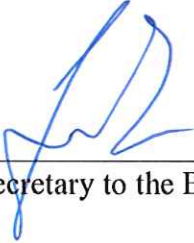
Division Chief Herndon presented an annual review of fire prevention bureau activity and accomplishments.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT MIKE MARTIN

Captain Martin reviewed recent Local 3535 charitable activities and requested the opportunity to participate in the business manager selection process.

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9.0 ADJOURN MEETING 8:28PM



Secretary to the Board



Board President