



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 February 13, 2014

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

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

ABSENT: JOHNSTON

1.1 INTRODUCTIONS: FIRE CHIEF JEFF TERPSTRA
BOARD SECRETARY FRED MALMLUND
FF/PM RYAN PETERS & FAMILY
FF/PM CARL STEINMETZ & FAMILY
ON-DUTY CREWS & OFF-DUTY PERSONNEL
MEMBERS OF APTOS VFW
MEMBERS OF THE LOCAL COMMUNITY
MR. AL SMITH

2.0 PLEDGE OF ALLEGIANCE & PRESENTATIONS

2.1 Fire Chief Terpstra presented permanent badge #65 to Firefighter/Paramedic Carl Steinmetz for successful completion of probation.

2.2 Fire Chief Terpstra and Mr. Chuck Woodson of the Aptos VFW presented the 2013 Firefighter of the Year Award to Firefighter/Paramedic Ryan Peters.

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 JANUARY 9, 2014
- 4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF JANUARY 4, 2014 THROUGH FEBRUARY 7, 2014
- 4.3 *This item was moved to 5.0 for discussion at the request of Director Weatherford.*
- 4.4 MOTION TO APPROVE DISBURSEMENT TO SANTA CRUZ REGIONAL 9-1-1 IN THE AMOUNT OF \$36,871.50 FOR THE SECOND HALF 2013-14 SERVICE FEE
- 4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None

On motion by Director Weatherford, seconded by Director Hurley, that Consent Agenda items 4.1, 4.2, and 4.4 be approved as submitted, was approved by the following vote:

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

5.0 ITEMS REMOVED FROM CONSENT AGENDA

- 4.3 MOTION TO ACCEPT AND FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END

Director Weatherford noted that the District OPEB Trust Fund had realized a 19.1% return on investment in calendar 2013 and that investment returns would be contributing to meeting the district's post-employment benefits obligations.

On motion by Director Weatherford, seconded by Director Hurley, that Consent Agenda item 4.3 be approved as submitted, was approved by the following vote:

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

6.0 UNFINISHED BUSINESS

6.1 REPORT OF BOARD OVERSIGHT SUBCOMMITTEE

Director Hurley reported that he and President Abendschan had recently met with the Chief Officers' Association. The committee has now met with each of the district's internal stakeholders. The committee anticipates development of a position statement and then meeting again with each of the internal stakeholders regarding the statement. This could possibly take two more months to complete.

7.0 NEW BUSINESS

7.1 PRESENTATION FROM DISTRICT LEGAL COUNSEL MR. AL SMITH REGARDING PUBLIC RECORDS ACT

Mr. Smith reviewed the requirements of the Public Record Act and recommended the district create a written policy and fee schedule for public requests for records.

7.2 REVIEW OF REVISED FINAL BUDGET FOR FY2013-14; MOTION TO APPROVE RESOLUTION 4-14 "ACCEPTING AND APPROPRIATING UNANTICIPATED REVENUE"; and MOTION TO APPROVE THE TRANSFER OF BUDGET FUNDS

Business Manager Malmlund reviewed the FY2013-14 budget impact of: 1) Receiving increased Secured Property Tax revenues; 2) Recently completed labor negotiations and the implementation of safety employees paying their own employee pension contributions; and 3) The recently completed cost sharing agreement with EMSIA for the EMS Chief position. In addition, the revised budget proposed: 4) The transfer of \$9,360 in capital expenditure funds from the gas analysis tool replacement project to the portable radio replacement project; 5) The addition of \$20,000 to the overtime budget; and 6) The recognition in the budget of strike team revenues and related overtime costs.

With respect to the long-range forecast, Business Manager Malmlund reported the following changes: 1) The addition of \$100,000 per year for anticipated increases in Workers' Compensation insurance premiums; 2) The addition of estimated pay increases in future forecast years; and 3) The impact of estimated pay increases on future leave payoff obligations.

Director Hurley took exception with the forecast assumption on future pay increases being represented as a percentage of future Secured Property Tax increases since the district had no policy of sharing a proportion of revenue growth, or "profit sharing", with the labor groups. Business Manager Malmlund stated he had analyzed the past 15-year average annual pay increase history and used that average as an indicator, or "place holder", of possible future pay growth.

Business Manager Malmlund informed the board that modification of the FY2013-14 Final Budget required approval of two documents: 1) Resolution 4-14, which accepted and

appropriated additional revenues to be received in the year, and 2) The County of Santa Cruz AUD74 form, which reallocated budget funds from over-budgeted accounts to under-budgeted accounts.

On motion by Director Weatherford, seconded by Director Spisak, that both Resolution 4-14 AND the proposed transfer of budget funds presented on the County AUD74 form be approved as submitted, was approved by the following vote:

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

7.3 REVIEW OF BUSINESS MANAGER RECRUITMENT PROCESS

Fire Chief Terpstra reported that over 30 applications had been received in response to the job posting and 13 of the applications appeared to meet all of the job minimum qualifications. The timeline for the recruitment process was reviewed and the fire chief and business manager will meet with Director Weatherford to review the applications in detail.

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY:

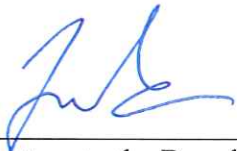
Director Weatherford requested that the March 13, 2014 board meeting agenda include a review of Fire Chief Terpstra's past staff report on local fire agency regionalization and consolidation strategies and a discussion of what opportunities may be forthcoming over the next year.

Fire Chief Terpstra informed the board that recent discussions with Local 3535 regarding the educational incentive program had focused on which "non-fire science" classes qualified for the program. He stated this topic should be included in any upcoming labor negotiations, as he was not sure he was managing the program in line with the board's objectives for this benefit.

8.2 FIRE CHIEF'S REPORT: Chief Terpstra briefly reviewed his submitted staff report. Division Chief Conrad reviewed the accomplishments of the Operations Division over the past year.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT MIKE MARTIN: None

9.0 ADJOURN MEETING 9:32 PM



Secretary to the Board



Board President