

# Aptos/La Selva Fire Protection District

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**FINAL Minutes**

## Aptos/La Selva Fire Protection District

### BOARD MEETING

Minutes of January 12, 2017

**MEETING CALLED TO ORDER AT 7:00 PM BY PRESIDENT SPISAK**

**1.0 ROLL CALL**   PRESENT:       ABENDSCHAN, HURLEY, LUCCHESI, SPISAK

                          ABSENT:       FOSTER

1.1   INTRODUCTIONS

FIRE CHIEF JON JONES  
BOARD SECRETARY TRACY NEW  
LOCAL 3535 PRESIDENT RYAN PETERS  
DIVISION CHIEF TODD SKRABAK  
CAPTAIN NIGEL MILLER  
CAPTAIN AARON HERSHEY  
COUNTY SUPERVISOR ZACH FRIEND  
LAFCO EXECUTIVE OFFICER PAT MCCORMICK  
CENTRAL FIRE BOARD PRESIDENT OWEN MILLER  
CENTRAL FIRE BOARD DIRECTOR KEVIN WALTER

**2.0 PLEDGE OF ALLEGIANCE**

2.1   FIRE CHIEF JONES WILL PRESENT THE CAPTAIN BADGE TO RECENTLY PROMOTED  
CAPTAIN NIGEL MILLER

Fire Chief Jon Jones presented the Captain Badge #59 to newly-promoted Captain, Nigel Miller.

2.2   FIRE CHIEF JONES WILL PRESENT THE CAPTAIN BADGE TO RECENTLY PROMOTED  
CAPTAIN AARON HERSHEY

Fire Chief Jon Jones presented the Captain Badge #57 to newly-promoted Captain, Aaron Hershey.

*A break from 7:10 pm to 7:20 pm followed the badge-pinning ceremonies, so that visiting supporters of the recipients could congratulate the Captains, and those not wanting to stay for the remainder of the meeting could exit.*

*\*President Spisak moved Item 6.1 ahead of schedule, to accommodate those who arrived to speak on this item.*

## **6.0 UNFINISHED BUSINESS**

### **6.1 DISCUSSION AND APPROVAL TO PROVIDE WRITTEN RESPONSE TO LAFCO COMMISSIONERS REGARDING LAFCO FIRE SERVICE SPHERE OF INFLUENCE REVIEW**

Discussion of LAFCO Fire Service Sphere of Influence Review commenced. Supervisor Zach Friend addressed the Board, stating that he received a letter requesting a more thorough review by LAFCO on the possibility of a merger. He stated that the current situation between A/LSFD and Central FPD is unique, and that new information can be used in a new study. He also noted the joint letter between Local 3535 and Central Fire union members in support of a merger.

Pat McCormick of LAFCO gave a brief overview of LAFCO's oversight responsibilities, was in agreement with Supervisor Friend's introduction to the issue, and asked the Board what their wishes were in pursuing a further study of the Sphere of Influence.

Director Hurley thanked Mr. McCormick for the information they've received thus far, including a history of prior LAFCO studies into the District and surrounding area. He asked how to develop a scope of the Districts Sphere of Influence, and what benefits would the public receive from a potential merger.

Further discussion included the need for public outreach/information during the discussion process, Districts affected by the research, potential operational/communication/training/safety benefits of further research, and union support from both districts for discussion of potential collaboration.

Central Board President Owen Miller gave a report of the discussion at the last Central Fire Protection District's Board of Directors meeting. The Central FPD Board is open to discussing a study with LAFCO and moving forward on the subject.

President Spisak wished to agendize for next month the formation of a committee including both fire chiefs and members from both unions, to come up with details of the study they wish LAFCO to conduct. Director Hurley asked that the Board write a letter for constituents, outlining the benefit this study could be to the members of the District.

Per input from Fire Chief Jones, Director Hurley and other members, Item 6.1 motion was amended to reflect a motion identifying members of an ad hoc committee to draft a written response to LAFCO on the review, pending approval at the next regular Board Meeting.

**On amended motion by Director Hurley, seconded by Director Abendschan, that amended Agenda Item 6.1, to draft a written response to LAFCO Commissioners regarding LAFCO Fire Service Sphere of Influence Review, including identification of members chosen for a Special Committee to address the Sphere of Influence review”, be approved as submitted was approved by the following vote:**

<b>Ayes:</b>	<b>Abendschan, Hurley, Lucchesi, Spisak</b>
<b>Noes:</b>	<b>None</b>
<b>Abstain:</b>	<b>None</b>
<b>Absent:</b>	<b>Foster</b>

After the motion was approved, President Spisak and Director Hurley volunteered to be part of the committee, as well as Local 3535 President Peters, Fire Chief Jones, and Supervisor Pat McCormick. A letter of response will be drafted for approval at the next regular Board Meeting, on February 9, 2017.

### **3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC**

#### **3.1 ORAL COMMUNICATIONS: NONE**

**3.2 WRITTEN COMMUNICATIONS:** Written Communications included a letter from CalPERS regarding the discount rate changes over the next three Fiscal Years, two Chamber of Commerce letters of thanks for participation in the annual Tree Lighting ceremony in December, for both firefighters and the “Fire Safe Christmas Band”, a California Special Districts Association (CSDA) flyer regarding Resources for Newly Elected or Appointed Board Members, a LAFCO letter regarding vacant positions on the LAFCO Board, a Joint Labor Group position statement from Aptos Local 3535 and Central Fire Local 3605, regarding the recent LAFCO Sphere of Influence review, and support for a possible merger of the Districts, and the November 10, 2016 Position Statement from Local 3535.

Director of Business Services New detailed the written communication from CalPERS, briefly outlining how the discount rate change would affect the District. A further detailed report on these changes will be given at the next regular Board Meeting. Fire Chief Jones expanded on the need for CalPERS rate changes, the Aptos Chamber/Tree Lighting Ceremony participation, and the CSDA resources.

### **4.0 CONSENT AGENDA**

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF DECEMBER 8, 2016**
- 4.2 MOTION TO APPROVE CLAIMS (ONE SOLUTION) DISBURSEMENTS OF DECEMBER 1, 2016 THROUGH DECEMBER 31, 2016**

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- 4.3 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.4 MOTION TO APPROVE RESOLUTION 1-17 "WEED ABATEMENT"
- 4.5 MOTION TO APPROVE RESOLUTION 2-17 "2016-17 APPROPRIATION LIMIT"
- 4.6 MOTION TO APPROVE DISBURSEMENT TO SANTA CRUZ REGIONAL 9-1-1 IN THE AMOUNT OF \$41,651.50 FOR THE SECOND HALF 2016-17 SERVICE FEE
- 4.7 MOTION TO DECLARE HURST HYDRAULIC TOOLS, PORTABLE RADIOS, 2001 DODGE DAKOTA TRUCK, AND 2009 CARRY-ON-CARGO TRAILER AS SURPLUS PROPERTY
- 4.8 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None.

**On motion by Director Hurley, seconded by Director Abendschan, that Consent Agenda Items 4.1 through 4.7 be approved as submitted was approved by the following vote:**

<b>Ayes:</b>	<b>Abendschan, Hurley, Lucchesi, Spisak</b>
<b>Noes:</b>	<b>None</b>
<b>Abstain:</b>	<b>None</b>
<b>Absent:</b>	<b>Foster</b>

**5.0 ITEMS REMOVED FROM CONSENT AGENDA: None.**

**7.0 NEW BUSINESS**

**7.1 DISCUSSION OF BOARD MEMBER OVERSIGHT RESPONSIBILITIES FOR 2017**

President Spisak asked for volunteers for the upcoming year. The following oversight responsibilities were assigned as follows; Abendschan to Strategic Planning, George Lucchesi to Operations/Facilities, Vince Hurley to Finance, President Spisak to Labor Relations, Joe Foster to Community and Government Relations

**7.2 DISCUSSION OF NEW CALIFORNIA LAWS FOR PUBLIC AGENCIES**

Director of Business Services New reviewed a group of new California laws that may have the potential to directly affect the District. Some of these laws involved sexual harassment and ethics training, Brown Act guidelines, employment law and public records availability. Per Director of Business Services New, the District is currently within the guidelines of these new laws.

**7.3 DISCUSSION AND REVIEW OF FIRE CAPTAIN TEST**

Fire Chief Jones reviewed his plan to use Cooperative Personnel Services HR Consulting, CPS HR has been used in past testing processes, to conduct the testing for Fire Captain promotions. The promotional list, once selected, will be good for one year, the district may elect to extend for one additional year. Total cost to the District for this testing process will not exceed \$9,500. Discussion only – no motion needed, as cost is within the approved budget.

7.4 DISCUSSION AND APPROVAL TO UTILIZE CSG CONTRACT FOR FIRE AND LIFE SAFETY INSPECTIONS UNTIL COMPLETION OF MASTER PLAN PROCESS

Fire Chief Jones stated that, with the retirement of DFM Wallace, he has been in discussion with Fire Marshal Dirksen to find an interim solution for Prevention personnel, until the Master Plan has been completed. A variety of solutions have been explored, and the most cost-effective temporary solution was to continue the use of CSG plan-check services, adding on-site inspections proposed in the current contract.

Fire Marshal Dirksen said that while he is still a large supporter of the Cooperative Prevention Project effort with Central’s prevention staff, the more immediate needs would be best filled by the experienced inspectors at CSG.

Local 3535 President Ryan Peters voiced support of cooperation with Central FPD’s prevention bureau.

Central Board President Owen Miller said that with a new Board and new Fire Chief, that any approach for combined services would be looked at with a new perspective.

**On motion by Director Abendschan, seconded by Director Hurley, that Agenda Item 7.4, to Utilize CSG Contract for Fire and Life Safety Inspections until Completion of Master Plan Process, be approved as submitted was approved by the following vote:**

<b>Ayes:</b>	<b>Abendschan, Hurley, Lucchesi, Spisak</b>
<b>Noes:</b>	<b>None</b>
<b>Abstain:</b>	<b>None</b>
<b>Absent:</b>	<b>Foster</b>

**8.0 STANDING REPORTS**

8.1 BOARD OVERSIGHT INQUIRY: None.

8.2 FIRE CHIEF’S REPORT: Chief Jones reviewed his staff report, giving a review of the progress and efforts by staff over the past year, including hydrant maintenance, agency training drills, the

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newly-updated Disaster Operations Guide, implementing a new Records Management system, Captains and Firefighter testing, a number of new employee trainings, and more.

President Spisak extended his thanks to all staff for their efforts over the past year.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535

Local 3535 President Peters expressed a desire for change in the upcoming year, as well as improved communication between firefighters and the other District members in the chain of command.

8.4 REPORT FROM CHIEF OFFICERS' ASSOCIATION PRESIDENT:

DC Skrabak announced that he will be taking over for Mike Conrad as Chief Officers Association representation, and congratulated the new Board Directors, Joe Foster and George Lucchesi.

**9.0 CLOSED SESSION: 8:48 PM**

9.1 CONFERENCE WITH LABOR NEGOTIATORS  
Employee Organization: Firefighters Union Local 3535

9.2 CONFERENCE WITH LABOR NEGOTIATORS  
Employee Organization: Chief Officers' Association

9.3 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Fire Chief

**10.0 RETURN TO OPEN SESSION: 8:49 PM**

10.1 REPORT FROM CLOSED SESSION:

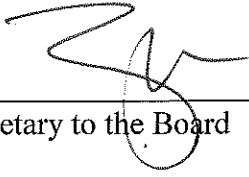
Item 9.1, the Board met with the District labor negotiator, and gave direction.

Item 9.2, the Board met with the District labor negotiator, and gave direction.

Item 9.3, the Board discussed the Fire Chief's evaluation, which was due, and approved a 5% raise retroactive to October 20, 2016, which was due per his employment contract.

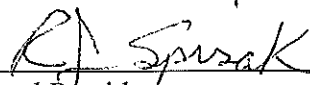
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**10.0 ADJOURN MEETING:** 11:12 PM



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Secretary to the Board



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Board President