



## Aptos/La Selva Fire Protection District

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FINAL Minutes

### Aptos/La Selva Fire Protection District

#### BOARD MEETING

Minutes of June 12, 2014

MEETING CALLED TO ORDER AT 7:01 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 TRACY NEW  
DC MIKE CONRAD  
DC TODD SKRABAK  
FM CAROL WALLACE  
CAPTAIN TREVOR DIRKSEN  
FF/PM NATHAN CALCAGNO  
MEMBERS OF THE LOCAL COMMUNITY

**2.0 PLEDGE OF ALLEGIANCE**

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

3.1 ORAL COMMUNICATIONS:

Ms. Mary Lee commented on the District's Photography SOP.

Ms. Claudia DeMaranville made a presentation to the board requesting permission to install speed bumps/humps/tables on Monroe Avenue for the safety of the residents. Chief Terpstra asked Ms. Maranville to submit a formal request to appeal per Aptos/La Selva Fire Protection's Ordinance 1-13.

3.2 WRITTEN COMMUNICATIONS: The board meeting packet of information included thank you letters mentioning the district for various community support at local schools, celebrations of life, and fire prevention services.

**4.0 CONSENT AGENDA**

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF MAY 8, 2014
- 4.2 MOTION TO APPROVE AND FILE THE MINUTES OF THE SPECIAL MEETING OF MAY 23, 2014
- 4.3 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF MAY 3, 2014 THROUGH JUNE 6, 2014
- 4.4 MOTION TO ACCEPT AND FILE THE FAMIS GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.5 MOTION TO APPROVE A DISBURSEMENT TO SANTA CRUZ COUNTY FIRE AGENCIES INSURANCE GROUP IN THE AMOUNT OF \$246,013.00 FOR THE FY2014-15 WORKERS' COMPENSATION INSURANCE PREMIUM
- 4.6 MOTION TO APPROVE THE AGREEMENT WITH CENTRAL COAST CRITICAL INCIDENT TEAM FOR CRITICAL INCIDENT SERVICES
- 4.7 MOTION TO APPROVE THE DISTRICT INSURANCE COVERAGES FOR FY2014-15 AND TWO DISBURSEMENTS TO KBK INSURANCE AGENCY IN THE AMOUNTS OF \$25,220.00 AND \$5,160.00 FOR THE ANNUAL PREMIUM COST
- 4.8 MOTION TO APPROVE THE AGREEMENT WITH CENTRAL COAST CRITICAL INCIDENT TEAM FOR CRITICAL INCIDENT SERVICES
- 4.9 PUBLIC COMMENT ON CONSENT AGENDA ITEMS                      None

**On motion by Director Weatherford, seconded by Director Hurley, that Consent Agenda items 4.1, 4.2, 4.4, 4.5, 4.6, and 4.8 be approved as submitted, was approved by the following vote:**

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

**On motion by Director Hurley, seconded by Director Weatherford, that Consent Agenda items 4.3 and 4.7 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**

**6.0    UNFINISHED BUSINESS**

**6.1    MOTION TO APPROVE THE FY2013-14 PRELIMINARY BUDGET**

Business Manager New reviewed the budget document and requested board approval.

**On motion by Director Weatherford, seconded by Director Johnston, that the FY2014-15 preliminary budget be approved as submitted, was approved by the following vote:**

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

**6.2    REPORT ON THE COOPERATIVE PREVENTION PROJECT WITH CENTRAL FIRE**

Fire Chief Terpstra reported that the project was progressing as planned, Fire Marshall Wallace will continue to evaluate and document the workload, next CPP meeting is scheduled for July 9, 2014.

**6.3    REPORT ON THE PROGRESS OF THE INTERNAL AND OPEN DIVISION CHIEF RECRUITMENT PROCESS**

Fire Chief Terpstra reported we have received two applications through the internal recruitment process, both candidates are scheduled to be tested July 1 and 2, 2014, the testing could take place in one day. The open (external) recruitment application deadline is June 30,2014, testing is scheduled for August 12 & 13, 2014.

**6.4    REPORT OF BOARD OVERSIGHT COMMITTEE**

Director Hurley would like to include the report and or discussion including a board retreat and or staff direction for a later board meeting to be determined.

**7.0    NEW BUSINESS**

**7.1    MOTION TO APPROVE THE HIRING OF ONE FIREFIGHTER/PARAMEDIC OR FIREFIGHTER/EMT POSITION TO FILL A VACANCY DUE TO EMPLOYEE RETIREMENT**

**On motion by Director Weatherford, seconded by Director Hurley, that the proposal to hire a firefighter/paramedic due to employee retirement be approved as submitted, was approved by the following vote:**

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

**7.2 MOTION TO APPROVE THE HIRING OF ONE FIREFIGHTER/PARAMEDIC OR FIREFIGHTER/EMT POSITION AS AN "OVERHIRE" DUE TO A LONG TERM EMPLOYEE ILLNESS**

**On motion by Director Hurley, seconded by Director Weatherford, that the proposal to overhire a firefighter/EMT due to long term illness be approved as submitted, was approved by the following vote:**

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

**8.0 STANDING REPORTS**

**8.1 BOARD OVERSIGHT INQUIRY:**

Director Johnston requested the board include a discussion of correspondence received, dated April 21, 2014, written by Donita Springmeyer, be placed on the next regular board meeting agenda on July 10, 2014.

Director Weatherford with Fire Chief Terpstra will review District policies regarding workplace harassment and review of IT services possibly engaging outside consultant to evaluate.

Board President Abendscahn scheduled a special meeting for 1500 on June 16, 2014, to discuss formation of Fire Chief candidate profile and set timeline via conference call with Vicki Quintero Brasher, CPS HR Consulting.

**8.2 FIRE CHIEF'S REPORT:**

Chief Terpstra briefly reviewed his written staff report.

**8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT MIKE MARTIN:**

**9.0 CLOSED SESSION 9:08 PM**

**9.1 LABOR NEGOTIATIONS**

In closed session the board discussed labor negotiations and gave direction to the negotiators. No action was taken.

**10.0 ADJOURN MEETING 10:04 PM**



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Secretary to the Board



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Board President