

# Aptos/La Selva Fire Protection District

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**FINAL Minutes**

## **Aptos/La Selva Fire Protection District**

### **BOARD MEETING**

**Minutes of May 11, 2017**

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

#### **1.0 ROLL CALL**

PRESENT: ABENDSCHAN, FOSTER, HURLEY, LUCCHESI,  
SPISAK

ABSENT: NONE

#### **1.1 INTRODUCTIONS:**

FIRE CHIEF JON JONES  
BOARD SECRETARY TRACY NEW  
DC TODD SKRABAK  
FM TREVOR DIRKSEN

#### **2.0 PLEDGE OF ALLEGIANCE**

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

*Due to the large amount of attendees, President Spisak moved Item 7.1 to the front of the agenda. He also requested that the speakers be respectful and non-threatening during the commentary. Speakers were limited to 3 minutes per speaker.*

**7.1 PUBLIC COMMENTS FOR ITEM 7.1:** In total, 20 speakers including Local 3535 officers, District retirees, and members of the general community gave input and raised concerns regarding the current state of the District, information distributed by Local 3535 and information released to the press over the past two months. Once all public commentary had completed (8:13 p.m.), President Spisak asked that a brief break commence so that members not wishing to remain for the rest of the Agenda could exit.

**3.1 ORAL COMMUNICATIONS (for items not on the current agenda):** None.

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- 3.2 WRITTEN COMMUNICATIONS: Written communications included a Letter of No Confidence to the Board of Directors issued by the A/LSFD Chief Officers Association, a 4/7/17 letter from the Chief Officers Association regarding a recap of meetings held between COA and the Board of Directors on current leadership issues, a letter to the Board of Directors from resident Leticia Miller regarding a flyer received by Local 3535, three letters of support for Fire Chief Jon Jones from OCFA retiree Douglas Dodge, OCFA Battalion Chief Dave Spencer, and retired OCFA Division Chief Devin Leonard, and an email from A/LSFD retiree Bob Snyder and spouse Vivian Snyder regarding Mr. Snyder's experience with the District, preceded by a memo from Fire Chief Jon Jones regarding statements made in Mr. & Mrs. Snyder's communication.

**4.0 CONSENT AGENDA**

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE SPECIAL MEETING OF APRIL 7, 2017
- 4.2 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF APRIL 13, 2017
- 4.3 MOTION TO APPROVE CLAIMS DISBURSEMENTS FOR APRIL 1, 2017 THROUGH APRIL 30, 2017
- 4.4 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.5 MOTION TO APPROVE RESOLUTION 4-17 "TEMPORARY TRANSFER OF FUNDS"
- 4.6 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None

**On motion by Director Foster, seconded by Director Abendschan, that Consent Agenda Items 4.1, 4.2, 4.3, 4.4 and 4.5 be approved as submitted, was approved by the following vote:**

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

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

**6.0 UNFINISHED BUSINESS**

- 6.1 CONVENE PUBLIC HEARING ON REGARDING WEED ABATEMENT

President Spisak convened the Public Hearing regarding Weed Abatement, inviting the public to comment on the current Weed Abatement program. No comments from the public were received.

6.2 MOTION TO APPROVE RESOLUTION 5-17 “ABATEMENT AND REMOVAL OF WEEDS”

**On motion by Director Hurley, seconded by Director Lucchesi, that Agenda Item 6.2, to Adopt Resolution 5-17 “Abatement and Removal of Weeds”, be approved as submitted, was approved by the following vote:**

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

6.3 MOTION TO APPROVE INCREASE IN HOURLY WAGE FOR LE100 INSPECTOR POSITION

Fire Chief Jon Jones stated that the retention of our current LE100 Inspector is critical to the current LE100 program, and supported an increase in wages from \$30 to \$35/hr. Director Abendschan inquired if this was a normal rate for such inspectors. Fire Chief Jones stated that it is comparable to the pay range for the Cal Fire inspectors which is between \$26.50-\$35.33/hr., and that Inspector Frost’s extensive experience (35+ yrs) and scope of responsibility in the program merits the increase.

**On motion by Director Abendschan, seconded by Director Foster, that Agenda Item 6.3, to “Approve Increase in Hourly Wage for LE100 Inspector Position”, be approved as submitted, was approved by the following vote:**

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

6.4 MOTION TO APPROVE UPDATED JOB DESCRIPTION FOR ADMINISTRATIVE ASSISTANT AND AUTHORIZE FIRE CHIEF TO HIRE ONE FULL TIME PERMANENT ADMINISTRATIVE ASSISTANT AND SIGN CONTRACT WITH CENTRAL FIRE PROTECTION DISTRICT FOR ADMINISTRATIVE SERVICES

Fire Chief Jones did a brief overview of the history of coverage for the current open position. Chief Jones submitted a new plan to approve temporary shared services agreement with Central Fire Protection District, until a permanent position could be filled. Director Lucchesi asked if the new position would be utilized to assist Director of Business Services New in her workload. Fire Chief Jones replied that the new employee would be assisting all personnel with their projects, including Prevention, Training, financial and other general admin duties.

**On motion by Director Lucchesi, seconded by Director Abendschan, that Agenda Item 6.4, to “Approve Updated Job Description for Administrative Assistant and Authorize Fire Chief to Hire One Full Time Permanent Administrative Assistant and Sign Contract with**

**Central Fire Protection District for Administrative Services”, be approved as submitted, was approved by the following vote:**

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

**6.5 MOTION TO UTILIZE OVERTIME WITH FIRE AND LIFE SAFETY INSPECTIONS**

Fire Chief Jones stated that he and Fire Marshal Dirksen have been working on staffing options for the Fire Prevention Bureau. The recommendation was to allow current line staff to utilize overtime in order to assist with the current Prevention Bureau workload. DC Skrabak asked on behalf of the Chief Officers Association that any changes to job descriptions be done through the Meet and Confer process before permanent changes are made. Director Lucchesi asked if any current employees were interested and qualified to work as a Deputy Fire Marshal. Director Hurley was opposed to the use of overtime to fill positions. After continued discussion between Board Members, Fire Chief Jones, FM Dirksen, DC Skrabak, Local 3535 and members of the public, the item was tabled. President Spisak recommended moving to a Meet and Confer process to decide how the Prevention Bureau should be staffed.

**6.6 DISCUSSION OF DISTRICT PARTICIPATION IN LOMA PRIETA ROAD ASSOCIATION AND MOTION TO AUTHORIZE THE FIRE CHIEF TO EXECUTE AGREEMENT**

Fire Chief Jones presented information regarding the request of the Loma Prieta Road Association to have the District participate in their Association in a limited capacity to provide maintenance funds for the commonly used road behind Station 2 at 300 Bonita Drive, Aptos. Participation would be limited to no more than \$200 in yearly dues to the Association.

**On motion by Director Foster, seconded by Director Abendschan, that Agenda Item 6.6, to “Participate in Loma Prieta Road Association in a Limited Capacity, and Authorize the Fire Chief to Execute Agreement”, be approved as submitted, was approved by the following vote:**

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

**7.0 NEW BUSINESS**

**7.1 DISCUSSION OF DISTRICT OPERATIONS AND RECENT PUBLIC AND LABOR COMMENTS**

**7.2**

Two members of the public, Mr. Bob Kennedy and Ms. Leticia Miller, requested a discussion with Board Directors regarding the recent public and labor comments, in addition to the public

comments received earlier in the meeting. Director Foster stated that he had received several emails regarding the issue, and ensured that all the board members were committed to their community. He had numerous conversations with employees thus far, and stated that there are a number of difficult open issues they are working to find solutions for.

Director Hurley stated he was going to talk on the issue, before the majority of the public left during the break. He added that there is a deliberative process involved with the issues at hand, and the time for decision-making on this matter is later. It would be inappropriate to discuss future actions on this matter this early. He also stated that he will stand by what he said in writing, and fully intended to publish what was published, and plans to publish more.

Mr. Kennedy stated that their comments were greatly appreciated, and hopes that as this goes on, Directors should share with the public that they are listening. President Spisak assured Mr. Kennedy that the comments made thus far were not being ignored. Ms. Miller appreciated that the item was put on the agenda this month, and it was good to hear that the Directors are taking the item to heart. She said it is important that the majority of people attending have a chance to hear it too.

Director Foster apologized for the confusion on the agenda item. Ms. Miller replied that not all members of the public have the benefit of knowledge of the process the Board works through, and informing them of such would be helpful. Discussion only – no action taken.

### 7.3 REVIEW OF FY 2017-18 PRELIMINARY BUDGET

Fire Chief Jones and Director of Business Services New reviewed the details of the FY 2017-18 budget, in preparation for the adoption of the preliminary budget in June 2017. Budgeted items included the purchase of a new fire engine, various building improvements, small equipment purchases, and upcoming trainings. The preliminary budget must be approved by June 30, 2017, with a final budget approval by September 2017. Director of Business Services New answered questions from the Directors regarding details of the presentation. Discussion only – no action taken.

### 7.4 MOTION TO ACCEPT & FILE THE CALPERS SAFETY AND MISCELLANEOUS GASB 68 ACCOUNTING VALUATION REPORTS

Director of Business Services New presented the GASB 68 Accounting Valuation Report for CalPERS Safety and Miscellaneous Pooled Plans for the measurement date of June 20, 2016.

**On motion by Director Hurley, seconded by Director Abendschan, that Agenda Item 7.3, to “Accept & File the CalPERS Safety and Miscellaneous GASB 68 Accounting Valuation Reports”, be approved as submitted, was approved by the following vote:**

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

- 7.5 MOTION TO: (1) APPROVE THE PURCHASE OF ONE DEMO ROSENBAUER FIRE ENGINE AND ONE NEW FIRE ENGINE; (2) APPROVE THE NEW FIRE ENGINE DESIGN SPECIFICATION; (3) AUTHORIZE THE PURCHASE CONTRACT; AND (4) AUTHORIZE THE DISBURSEMENT OF SUCH FUNDS ON A PREPAYMENT BASIS

Division Chief Scott Cullen reviewed the Apparatus Committee findings over the last few months, and proposed authorization of the purchase of one demo and one new Rosenbauer Fire Engine, with the specifications included in his report. The demo engine would cost \$515,457, and the new one 544,588, with a total cost of \$1,060,045. Fire Chief Jones added that the demo engine also includes a full warranty. Rosenbauer sales representative Dan Clampitt also presented information about the engines, including manufacturing and purchasing details. Directors asked questions regarding mileage, parts replacement and other specifications before motion was made to approve the item.

**On motion by Director Lucchesi, seconded by Director Hurley, that Agenda Item 7.5, to “(1) Approve the Purchase of One Demo Rosenbauer Fire Engine and One New Fire Engine; (2) Approve the New Fire Engine Design Specification; (3) Authorize the Purchase Contract; and (4) Authorize the Disbursement of Such Funds on a Prepayment Basis”, be approved as submitted, was approved by the following vote:**

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

## **8.0 STANDING REPORTS**

- 8.1 BOARD OVERSIGHT INQUIRY: Director Hurley reported that he attended a meeting with LAFCO, and the group approved the specifications for proposals for the shared services/merger feasibility study.
- 8.2 FIRE CHIEF’S REPORT: Fire Chief Jones reported briefly on his staff report, commending Capt. Mike Kretsch on his work with the Aquatic Rescue Program. He also mentioned a recent water rescue that had occurred shortly after a training for the ARRT team.

On April 30, 2017, the dispatch center notified all Chief Officers that AMR was unable to staff two of the required ambulances for Santa Cruz County. Fire Chief Jones had a conference call with EMSIA President Fire Chief Frawley regarding the coverage issue with American Medical Response. M3566 was placed into service with Santa Cruz City Firefighters for approximately 10 hours, to ensure sufficient coverage. They also discussed methods of managing the impact of ambulance coverage to the fire service.

- 8.3 DIVISION CHIEF OF TRAINING REPORT: DC Todd Skrabak reported that this is one of the busiest times of the year for training, as crews prepare for Wildland Fire season. This year, County Training Offices will be hosting County-wide training sessions with our District employees, including: Strike Team Leader Refresher Training, classroom training on strategy, tactics and safety while assigned to structure defense, Strike Team Movement Drill. The Live Fire Training at Fort

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Hunter Ligget had to be postponed, as conditions were too moist/grass too green for burning, and resources were likely to be on Strike Teams later in the season.

- 8.4 DIVISION CHIEF OF OPERATIONS REPORT: Division Chief Cullen stated that the Apparatus Committee is continuing to work on the new engine purchases as stated earlier, and waiting on a grant decision for the Water Tender purchase. Semi-annual services have been completed on all District staff vehicles, and a cargo trailer and vehicle (2001 Dodge Dakota pickup) have been recently surplused. Chainsaws are being upgraded on E3536, for better use in the wildland fire environment, and the District is still waiting for potential grant funding to replace all of the current SCBA units. All members have received new SCBA masks to become NFPA 2013 compliant. Staff is also in the process of completing the recertification process for all District EMT's.
- 8.5 DIVISION CHIEF OF PREVENTION REPORT: Fire Marshal Dirksen gave an update on current staffing challenges in Prevention, and thanked the Board for their commitment to helping to find solutions to the staffing issues. He also added some statistics regarding ARRT rescue calls.
- 8.6 DIRECTOR OF BUSINESS SERVICES REPORT: DOBS New reported that the GASB 74 and 75 reports, reporting Other Post Employment Benefits (OPEB) total liability, would be following the GASB 68. The next valuation will be completed after July 1, 2017. CalPERS has been communicating with the District regarding new requirements for disability retirements. Annual audit is still in process, waiting on the GASB 68 report (net pension liability). This is scheduled to be completed and presented at the next regular Board Meeting.
- 8.7 REPORT FROM FIREFIGHTERS' LOCAL 3535: None.
- 8.8 REPORT FROM CHIEF OFFICERS' ASSOCIATION: None.
- 9.0 **CLOSED SESSION:** 10:18 PM
- 9.1 Public comments on Closed Session Agenda Items: None.
- 9.2 CONFERENCE WITH LABOR NEGOTIATORS  
In accordance with Section 54957.6  
Agency designated representatives: Allyson Hauck, Director Hurley, President Spisak  
Employee Organization: Firefighters Union Local 3535
- 9.3 CONFERENCE WITH LABOR NEGOTIATORS  
In accordance with Section 54957.6  
Agency designated representatives: Allyson Hauck, Director Hurley, President Spisak  
Employee Organization: Chief Officers' Association
- 9.4 CONFERENCE WITH LEGAL COUNSEL  
Pursuant to California Government Code §54956.9 (1 case)  
Aptos/La Selva Firefighters Ass'n, et al. v. Aptos/La Selva Fire Protection District;  
Injunctive Relief Request No. 726  
Unfair Practice Charge No. SF-CE-1480-M

**10.0 RETURN TO OPEN SESSION:** 11:11 PM

10.1 REPORT FROM CLOSED SESSION

Item 9.1: Public Comments – none.

Item 9.2: Aptos/La Selva Firefighters Local 3535 met with negotiator, accepted MOU as amended.

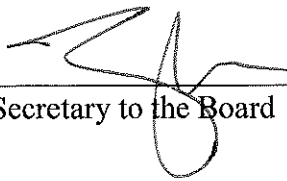
**On motion by Director Hurley, seconded by Director Foster, that Agenda Item 9.2, to “Approve Memorandum Of Understanding for Aptos/La Selva Firefighters Local 3535”, be approved as submitted, was approved by the following vote:**

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

Item 9.3: Chief Officers Association met with negotiator.


Item 9.4: Board received report regarding Unfair Practice Charge No. SF-CE-1480-M. Received information from legal counsel – no action taken.

**11.0 ADJOURN MEETING:** 11:16 PM



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Secretary to the Board



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Board President