



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

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**FINAL Minutes**

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

### **BOARD MEETING**

**Minutes of April 14, 2016**

#### **MEETING CALLED TO ORDER AT 7:02 PM BY PRESIDENT HURLEY**

**1.0 ROLL CALL** PRESENT: ABENDSCHAN, FOSTER, HURLEY, SPISAK,  
WEATHERFORD

ABSENT: NONE

1.1 INTRODUCTION FIRE CHIEF JON JONES  
BOARD SECRETARY TRACY NEW  
DIVISION CHIEF TODD SKRABAK  
DIVISION CHIEF MIKE CONRAD  
FF/PM CARL STEINMETZ

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

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

3.1 ORAL COMMUNICATIONS: None

3.2 WRITTEN COMMUNICATIONS: Written communications included two thank you letters from residents who had recently received emergency services, and news articles from Aptos Times and LSBIA Beachcomber, regarding recent community events & services involving the District. Also included was a letter from LAFCO, outlining their proposed budget for FY 2016-17, a letter from Donita Springmeyer to the Board of Supervisors regarding Prop 172 fund allocation.

#### **4.0 CONSENT AGENDA**

4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF MARCH 10, 2016

4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS FOR MARCH 1, 2016 THROUGH MARCH 30, 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 A DISBURSEMENT TO SANTA CRUZ COUNTY AUDITOR-CONTROLLER'S OFFICE IN THE AMOUNT OF \$103,608.00 FOR 2015-16 PROPERTY TAX ADMINISTRATION SERVICES
- 4.5 MOTION TO APPROVE THE WRITTEN AGREEMENT WITH IKON OFFICE SOLUTIONS, INC. FOR THE NEW FOUR YEAR LEASE OF A PHOTOCOPIER FOR ADMINISTRATION BUILDING
- 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, Spisak, Weatherford</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 DISCUSSION OF CALPERS PEPRA SAFETY RATE

Director of Business Services New reviewed the recent notice from CalPERS regarding the PEPRA Safety employer contribution rate increase from 11.153% to 12.082%.

6.2 DISCUSSION OF PROPOSED CHANGES TO DISTRICT PERSONNEL RULES

Fire Chief Jones discussed the need for further review of the personnel rules draft policy. President Hurley and Director Abendschan both had questions about the process for approving the rules, and the timing of discussion with the bargaining unit for any proposed changes to the current policies. Discussion only, no action taken.

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**7.0 NEW BUSINESS**

**7.1 MOTION TO ACCEPT & FILE THE ACTUARIAL ANALYSIS OF THE DISTRICTS OTHER POST EMPLOYMENT (OPEB) PLAN**

Director of Business Services New reviewed the Actuarial Analysis of the OPEB Plan with Directors.

**On motion by Director Abendschan, seconded by Director Weatherford, that Agenda item 7.1, to Accept & File the Actuarial Analysis of the District's Other Post Employment (OPEB) Plan, be approved as submitted was approved by the following vote:**

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

**7.2 REVIEW OF THIRD QUARTER FINANCIAL RESULTS**

Director of Business Services New reviewed the Third Quarter Financial Results with the Board. Discussion only, no action taken.

**7.3 MOTION TO APPROVE THE WRITTEN AGREEMENT WITH SANTA CRUZ REGIONAL 9-1-1 FOR DISPATCH SERVICES**

Fire Chief Jones reviewed the proposed written agreement with Santa Cruz Regional 9-1-1. The Fire Chief reviewed the one year contract with two additional one year automatic renewals if a new agreement does not exist. District legal counsel is currently reviewing the agreement. Director Weatherford asked if SCR 9-1-1 also contracts outside of Santa Cruz County, and if so, how those costs are allocated. Fire Chief Jones stated that the City of Hollister is under contract with SCR 9-1-1 and costs are allocated separately to the fire districts as a group based on the number of calls to each district.

**On motion by Director Foster, seconded by Vice President Spisak, that Agenda item 7.3, to Approve the Written Agreement with Santa Cruz Regional 9-1-1 for Dispatch Services, be approved as submitted was approved by the following vote:**

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

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7.4 MOTION TO APPROVE ELECTRO-HYDRAULIC EXTRICATION TOOLS SPECIFICATION AND MOVE FORWARD WITH RFP

Fire Chief Jones reviewed the need for updated electro-hydraulic extrication tools for vehicle rescues and other emergency response calls. New technology has designed a more effective, battery-operated, lighter and easier to use tool. Director Abendschan asked how often these tools would be used on calls. Fire Chief Jones and Division Chief Mike Conrad both stated that the District responds to a high number of vehicle accidents, few utilize these tools to rescue passengers but most calls require some form of extrication. Director Hurley asked if storage needs would be changed on current apparatus given the new tool volume. Division Chief Conrad confirmed that the change would utilize less space on engines, giving them more storage space for other equipment.

**On motion by Director Abendschan, seconded by Director Weatherford, that Agenda item 7.4, to Approve Electro-Hydraulic Extrication Tools Specification and Move Forward with RFP, be approved as submitted was approved by the following vote:**

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

7.5 MOTION TO APPROVE AND AUTHORIZE THE FIRE CHIEF TO SIGN AN AGREEMENT WITH ALADTEC FOR ONLINE SCHEDULING AND WORKFORCE MANAGEMENT

Fire Chief Jones outlined the need for and benefits of a new system for timekeeping for all employees. The system would be more efficient for scheduling and approving various leaves and shift schedules, and would interface with the Emergency Reporting software.

**On motion by Director Weatherford, seconded by Director Abendschan, that Agenda item 7.5, to Approve and Authorize the Fire Chief to Sign an Agreement with Aladtec for Online Scheduling and Workforce Management, be approved as submitted was approved by the following vote:**

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

**8.0 STANDING REPORTS**

8.1 BOARD OVERSIGHT INQUIRY

Director Weatherford received a letter from the Soquel Creek Water District regarding new rates being adopted as a result of monthly fire protection service charges. He was concerned that the

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public would assume this substantial rate hike was the direct result of something our District had imposed and would like to request Soquel Creek Water District speak to the A/LSFD District in advance of such decisions to allow the A/LSFD to possibly have input regarding the message and prepare for inquiries from the public. The Fire Chief had personally spoken to a resident that was concerned about the recent hike, and knew of at least one other call so far regarding this letter. Director Weatherford will write a letter to the SCWD Board outlining the A/LSFD Board concerns, and will bring the letter to the next monthly A/LSFD Board meeting for review before mailing.

8.2 FIRE CHIEF'S REPORT

Fire Chief Jones reviewed his Staff Report, including overall goals for 2016, budget development, performance metric, standards of cover, and financial goals.

The new Emergency Reporting system is experiencing some issues with the initial setup, due to some software integration issues with the SCR 9-1-1 dispatch system. The vendor has credited the District for the months the program was unable to be used. They have made significant progress with CAD interface and anticipate the program will be ready within the next month.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT NATE CALCAGNO: None

8.4 REPORT FROM CHIEF OFFICERS' ASSOCIATION PRESIDENT MIKE CONRAD: None

*President Hurley announced item 9.3 would not be discussed in Closed Session.*

*Open Session concluded at 8:02 PM, convening to Closed Session.*

**9.0 CLOSED SESSION: 8:03 PM**

9.1 CONFERENCE WITH LABOR NEGOTIATORS

9.2 CONFERENCE WITH LABOR NEGOTIATORS

9.3 *CONFERENCE WITH LEGAL COUNSEL*

*Removed from Closed Session.*

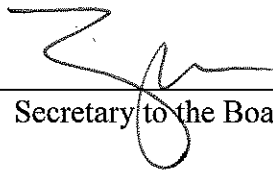
**10.0 RETURN TO OPEN SESSION: 8:10 PM**

REPORT FROM CLOSED SESSION:

Items 9.1 & 9.2 - The Board gave direction to the labor negotiator. No further action.

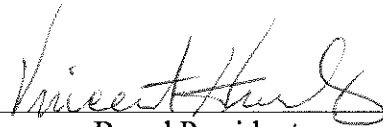
A Special Board Meeting is scheduled for April 26, 2016, at 7:00 PM.

**11.0 ADJOURN MEETING:** 8:11 PM



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Secretary to the Board



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Board President