



Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of August 15, 2013

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

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

ABSENT: NONE

1.1 INTRODUCTIONS: FIRE CHIEF JEFF TERPSTRA
BOARD SECRETARY FRED MALMLUND
DIVISION CHIEF HERNDON
DEPUTY FIRE MARSHAL WALLACE
CAPTAIN MIKE KRETSCH

2.0 PLEDGE OF ALLEGIANCE

3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

3.1 ORAL COMMUNICATIONS: None

3.2 WRITTEN COMMUNICATIONS: The board meeting packet of information included various thank-you letters and newspaper articles mentioning the district.

4.0 CONSENT AGENDA

4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF JULY 11, 2013

4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF JULY 6, 2013 THROUGH AUGUST 2, 2013

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

4.4 MOTION TO APPROVE THE MEMORANDUM OF AGREEMENT WITH MENLO PARK FIRE PROTECTION DISTRICT REGARDING US&R TASK FORCE

4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS? None

On motion by Director Johnston, seconded by Director Weatherford, that Consent Agenda items 4.1, 4.2, 4.3, and 4.4 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 None

6.0 UNFINISHED BUSINESS

6.1 MOTION TO APPROVE THE PROPOSED EMS BATTALION CHIEF JOB DESCRIPTION AND MEMORANDUM OF UNDERSTANDING

Fire Chief Terpstra reported that recent discussions with Firefighters' Local 3535 had raised questions regarding the operational implementation of the position. He requested the board defer action on this matter at this time in order to conduct meet and confer with the union.

On motion by Director Weatherford, seconded by Director Abendschan, that action on Agenda item 6.1 be deferred to a future board meeting, was approved by the following vote:

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

6.2 REPORT OF BOARD OVERSIGHT SUBCOMMITTEE

Director Hurley reported: 1) The subcommittee of the board consists of Director Hurley and Director Abendschan; 2) The subject areas the subcommittee will be reviewing are job descriptions for all district positions, minimum budgeted positions, minimum staffing, training, and administration; 3) The subcommittee has met with Fire Chief Terpstra to gather information; 4) An opinion has been requested from district legal counsel Al Smith regarding Brown Act compliance; 5) The subcommittee will continue to gather information for the next few weeks and then prepare a report of findings for the full board.

7.0 NEW BUSINESS

- 7.1 MOTION TO ADOPT RESOLUTION 5-13, "NOTICE OF INTENT TO ADOPT THE 2012 INTERNATIONAL FIRE CODE WITH AMENDMENTS" AND THE 2013 CALIFORNIA FIRE CODE, AND SET A PUBLIC HEARING FOR OCTOBER 10, 2013 AT 7:00 PM, AND DIRECT STAFF TO POST NOTICE OF SUCH HEARING

Fire Marshal Wallace reported that the district has begun the periodic process of updating the District Fire Code with the new elements of the 2012 International Fire Code and the 2013 California Fire Code. The update will be in compliance with the process specified in the California Health and Safety Code. The four actions in agenda items 7.1, 7.2, 7.3, and 7.4 begin the process and the end of the process will result in a new District Fire Code being implemented effective January 1, 2014.

On motion by Director Weatherford, seconded by Director Hurley, that Agenda items 7.1 be approved as submitted, was approved by the following vote:

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

- 7.2 MOTION TO ADOPT "FINDINGS OF FACT", RESOLUTION 6-13 "RESOLUTION FINDING MODIFICATIONS OF STATE HOUSING LAW", AND DIRECT STAFF TO FORWARD A COPY OF FINDINGS ALONG WITH A COPY OF THE PROPOSED ORDINANCE TO THE CLERK OF THE BOARD FOR THE SANTA CRUZ COUNTY BOARD OF SUPERVISORS

On motion by Director Weatherford, seconded by Director Johnston, that Agenda items 7.2 be approved as submitted, was approved by the following vote:

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

- 7.3 MOTION TO SUSPENSE WITH THE FIRST READING OF ORDINANCE 1-2013 DUE TO TIME. COPIES ARE AVAILBLE FOR REVIEW AT THE ADMINISTRATIVE OFFICE FOR THOSE THAT ARE INTERESTED. AND TO DIRECT STAFF TO FORWARD A COPY OF THE PROPOSED ORDINANCE TO THE CLERK OF THE BOARD FOR THE SANTA CRUZ COUNTY BOARD OF SUPERVISORS WITH A LETTER STIPULATING THAT THERE IS A PUBLIC HEARING SET FOR OCTOBER 10, 2013 AT 7:00 PM, AND ANY COMMENTS SHALL BE RETURNED TO THIS BOARD PRIOR TO THE MEETING OF OCTOBER 10, 2013

On motion by Director Weatherford, seconded by Director Hurley, that Agenda items 7.3 be approved as submitted, was approved by the following vote:

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

- 7.4 MOTION TO ADOPT RESOLUTION 7-13, "NOTICE OF INTENT TO ADOPT A NEGATIVE DECLARATION" AT THE PUBLIC HEARING OF OCTOBER 10, 2013 AND TO DIRECT STAFF TO PREPARE THE ENVIRONMENTAL CHECKLIST AS NECESSARY FOR SUCH DECLARATION

On motion by Director Weatherford, seconded by Director Johnston, that Agenda items 7.4 be approved as submitted, was approved by the following vote:

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

- 7.5 REPORT ON FY2012-13 FINANCIAL RESULTS AND IMPACT ON FY2013-14 FINAL BUDGET AND FORECAST

Business Manager Malmlund reported that district Secured Property Tax revenues were negatively adjusted by the County of Santa Cruz during the annual closing of the books of account in July. The adjustment was caused by real property short-sales and foreclosures in the district that occurred in FY2012-13. The final Secured Property Tax revenues for the year ended up 2.3% below budget and 0.3% lower than the FY2011-12 actual. He reviewed the impact of this variance on the FY2013-14 budget and forecast.

8.0 STANDING REPORTS

- 8.1 BOARD OVERSIGHT INQUIRY: Director Hurley inquired why the district ambulance was dispatched to a code 2 incident in Santa Cruz City. Fire Chief Terpstra reported that the 911 dispatch protocols would soon be changed to minimize such activity. Director Johnston reported that a plaque and remembrance of Fire Chief Chinn would be held at station 2 on September 29.
- 8.2 FIRE CHIEF'S REPORT: Fire Chief Terpstra briefly reviewed his written staff report.
- 8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT MIKE MARTIN: Captain Mike Kretsch reported that Mr. Martin was unavailable and that the union had scheduled a pancake breakfast for September 22, a Muscular Dystrophy Association "Fill-the-Boot" fund raiser had been scheduled for September 27.

9.0 CLOSED SESSION

9.1 LABOR NEGOTIATIONS

In closed session, the board gave direction to the negotiators. No action was taken.

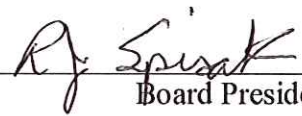
9.2 PERSONNEL MATTER

The performance appraisal of Fire Chief Terpstra was deferred to the next board meeting. No action was taken.

10.0 ADJOURN MEETING 9:19 PM



Secretary to the Board



Board President