



## Aptos/La Selva Fire Protection District

6934 Soquel Drive ▪ Aptos, CA 95003  
Phone # 831-685-6690 ▪ Fax # 831-685-6699

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FINAL Minutes

### Aptos/La Selva Fire Protection District

#### BOARD MEETING

Minutes of December 10, 2015

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

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

ABSENT: NONE

1.1 INTRODUCTIONS: FIRE CHIEF JON JONES  
BOARD SECRETARY TRACY NEW  
DIVISION CHIEF MIKE CONRAD  
DIVISION CHIEF TREVOR DIRKSEN  
T. G. M. W. C. PRESIDENT ROBERT SCHULTZ

#### **2.0 PLEDGE OF ALLEGIANCE & OATH FOR NEWLY ELECTED MEMBERS**

*Note: no newly elected members were present that required an oath.*

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

##### 3.1 ORAL COMMUNICATIONS:

Robert Schultz, President of the Board of Directors for Trout Gulch Mutual Water Company read a letter addressed to the Board of Directors regarding a proposed hydrant project for 2016.

Gary Binkley, a member of the public, asked what the District response was to the recent Grand Jury findings, and what actions the Board intended to take on those findings. He also brought up the proposed raise for the Fire Chief, Workers Compensation, and the funding for the Aquatic Rescue Program. He requested that more information be provided on the District website regarding these issues.

3.2 WRITTEN COMMUNICATIONS:

Written Communications included a thank-you letter from the Aptos Chamber of Commerce to DC Mike Conrad for assisting in a recent Emergency Preparedness Workshop and a second thank-you letter from the Aptos Chamber of Commerce to Fire Chief Jon Jones for donating a certificate for a ride in the fire truck during the annual 4<sup>th</sup> of July “Worlds Shortest Parade.”

In the interest of transparency, President Weatherford stated that letters from the Local 3535 Union and the Chief Officers Association had been received. These letters were not included in written communications pending review for confidential material. Upon completion of review President Weatherford stated the letters would be included in the public packet at the labor groups’ request.

**4.0 CONSENT AGENDA**

4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 12, 2015

4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF NOVEMBER 1, 2015 THROUGH NOVEMBER 30, 2015

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

4.4 PUBLIC COMMENT ON CONSENT AGENDA ITEMS:

**On motion by Director Hurley, seconded by Director Abendschan, that Consent Agenda items 4.1, 4.2 and 4.3 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 REVIEW OF PROPOSED CHANGES TO DISTRICT PERSONNEL RULES

Per discussion at the last regular Board Meeting, the Board reviewed Sections 1 through 10 of the draft Personnel Policy. A staff report listing items requiring further discussion, information, or

recommendation will be included in the January 14, 2016, regular board meeting agenda available for public view.

**7.0 NEW BUSINESS**

**7.1 MOTION TO APPROVE THE TEST RENTAL AND USE AGREEMENT WITH CPS HR CONSULTING AND TO AUTHORIZE THE FIRE CHIEF TO SIGN THE AGREEMENT**

Fire Chief Jones recommended a promotional test at this time due to a number of anticipated retirements in the near future.

**On motion by Director Hurley, seconded by Director Abendschan, that Agenda items 7.1, to Approve the Test Rental and Use Agreement with CPS HR Consulting and to Authorize the Fire Chief to Sign the Agreement, be approved as submitted, was approved by the following vote:**

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

**7.2 PUBLIC HEARING: DISTRICT ORDINANCE 1-15 "ESTABLISHING POLICY GOVERNING PURCHASES OF SUPPLIES, SERVICES AND EQUIPMENT"**

Public Hearing opened at 7:56 PM. Director of Business Services New reviewed Ordinance 1-15, which would increase the allowable limit to pay without Board Approval to \$60,000 to facilitate the payment process of monthly recurring group health insurance. President Weatherford invited members of the public to give comments or ask questions on this item. No public comments made. The Ordinance will be put on the Agenda for approval at the next regular Board Meeting in January. No action taken on this item.

**7.3 MOTION TO APPROVE RESOLUTION 12-15 "ACCESS STATE AND FEDERAL LEVEL SUMMARY CRIMINAL HISTORY INFORMATION FOR EMPLOYMENT PURPOSES"**

**On motion by Director Abendschan, seconded by Director Spisak, that Agenda item 7.3, to Approve Resolution 12-15 "Access State and Federal Level Summary Criminal History Information for Employment Purposes" be approved as submitted, was approved by the following vote:**

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

**7.4 DISCUSSION AND "MOTION TO AUTHORIZE THE FIRE CHIEF TO SIGN CONTRACT WITH ARCHITECTURAL SYSTEMS DBA PACIFIC SECURITY FENCE FOR**

**INSTALLATION OF SECURITY GATE AND FENCE AT ADMINISTRATIVE OFFICE AND STATION 1”**

Division Chief Dirksen outlined the plan to construct a security fence & surveillance around Station 1 and the Administration Office. The fence would reduce liability by ensuring the public doesn't walk through training drills in the back area of the station. Board Directors asked questions as to the appearance of the gate, probable response from the public, placement of the gate, and future plans for gates at the other stations

**On motion by Director Hurley, seconded by Director Foster, that Agenda item 7.4, “To Authorize the Fire Chief to Sign Contract with Architectural Systems DBA Pacific Security Fence for Installation of Security Gate and Fence at Administrative Office and Station 1”, 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 THE REGULAR MEETING SCHEDULE FOR 2016**

**On motion by Director Abendschan, seconded by Director Spisak, that Agenda item 7.5, “To Approve the Regular Meeting Schedule for 2016”, be approved as submitted, was approved by the following vote:**

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

**7.6 MOTION TO ELECT BOARD PRESIDENT FOR 2016**

President Weatherford nominated the current Vice President, Vince Hurley, as the Board President for 2016.

**On motion by President Weatherford, seconded by Director Foster, that Agenda item 7.6, to nominate Vice President Vince Hurley as the Board President for 2016, be approved, was approved by the following vote:**

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

7.7 MOTION TO ELECT BOARD VICE PRESIDENT FOR 2016

Vice President Hurley nominated Director Bob Spisak to serve as Vice President for 2016.

**On motion by Director Hurley, seconded by Director Weatherford, that Agenda item 7.7, to nominate Director Bob Spisak as Board Vice President for 2016, be approved, 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>

**8.0 STANDING REPORTS**

8.1 BOARD OVERSIGHT INQUIRY: None

8.2 FIRE CHIEF'S REPORT: Fire Chief Jones reviewed his Staff Report with Directors, which included an analysis of emergency response over the last 5 years and the continued increasing costs of Workers Compensation. Vice President Hurley inquired as to whether SCCFAIG had looked into the possibility of providers other than CSAC, to lower costs. Fire Chief Jones said that the Chief's Association is currently focused the process of looking for a new administrator for the Association, but can look into other providers and further cost-saving measures in the near future. He will talk to the Board of the Fire Chief's Association to look into these options.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT NATE CALCAGNO

Local 3535 President Nate Calcagno thanked the Board for the opportunity to present their position, and stated that Captain Will Wingert was appointed to read a letter on behalf of the labor group. Captain Wingert read a letter regarding the state of the District from the point of view of Local 3535. Several concerns were raised regarding overtime costs, FLSA changes, recent fiscal decisions, funding for the Aquatic Rescue program, the job reclassification and subsequent increase in pay for the Director of Business Services, recent relations between the Fire Chief and Union and a drop in overall morale among the firefighters.

8.4 REPORT FROM CHIEF OFFICERS' ASSOCIATION PRESIDENT MIKE CONRAD

Division Chief Mike Conrad spoke on behalf of the Chief Officers Association, echoing many of the opinions expressed by Local 3535. He brought up the effect of multiple distractions to the normal function of the District that have affected the overall function of the District over the last 2 years. He gave examples of community service and public assistance that had given our personnel a reputation for demonstrating "above and beyond" helpfulness to the community. He stated that one of our core values was to always do "what was right and what was decent", and

that the large attendance of employees standing at this meeting was a sign that something was “not right” within the District.

Following the report of Division Chief Conrad, President Weatherford stated that the Open Session meeting would adjourn at 8:37 and a 10-minute break would be given between Open and Closed Session.

ADJOURN OPEN SESSION: 8:37 PM

**9.0 CLOSED SESSION: 8:47 PM**

9.1 CONFERENCE WITH LABOR NEGOTIATORS

9.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION

*Note: Item 9.2 Removed from Closed Session, due to time constraints.*

**10.0 RETURN TO OPEN SESSION: 10:05 PM**

10.1 REPORT FROM CLOSED SESSION: 10:05 PM

Item 9.1 - The Board gave direction to the Labor Negotiators with respect to Local 3535 and hope to establish a Meet and Confer session as soon as possible with the involved parties.

Item 9.2 - Deferred to the next Regular Board Meeting in January due to time constraints. Therefore, President Weatherford suggested that the following Item 10.2 also be removed from the December 10 Agenda, to be discussed at the January 2016 Board Meeting.

10.2 MOTION TO APPROVE FIRE CHIEF’S SALARY INCREASE IN ACCORDANCE WITH EMPLOYMENT CONTRACT

President Weatherford recommended Item 10.2 be tabled to the January 2016 Board Meeting due to the late hour. Vice President Hurley agreed, and made the motion to table Item 10.2.

**On motion by Director Hurley, seconded by Director Abendschan, that Agenda item 10.2, to Approve Fire Chief’s Salary Increase in Accordance with Employment Contract, be tabled for discussion at the January 2016 Regular Board Meeting, 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>

**11.0 ADJOURN** 10:06 PM



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Secretary to the Board



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Board President