



Aptos/La Selva Fire Protection District

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FINAL Minutes

Aptos/La Selva Fire Protection District

BOARD MEETING

Minutes of March 10, 2016

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

1.0 ROLL CALL PRESENT: ABENDSCHAN, FOSTER, HURLEY

ABSENT: SPISAK, WEATHERFORD

1.1 INTRODUCTIONS

FIRE CHIEF JON JONES
BOARD SECRETARY TRACY NEW
DIVISION CHIEF TREVOR DIRKSEN
DIVISION CHIEF MIKE CONRAD
VFW POST #10110 COMM. DENNIS MURAWSKY
VFW POST #10110 QTR. MASTER TERRY REEDER
TRACY BROSIG
MAYA BROSIG
FF/PM DANA RAYFIELD & FAMILY
FF LUKE CARSON & FAMILY
FF DAN BIAGIOTTI & FAMILY

2.0 PLEDGE OF ALLEGIANCE

2.1 The Veterans of Foreign Wars Post 10110 awarded the Firefighter of the Year award for 2015 posthumously to FF Steve Brosig. The award was presented to his daughter, Maya Brosig and wife Tracy Brosig. VFW Commander Dennis Murawsky and Quarter Master Terry Reeder were the presenters. In addition, Captain Ryan Peters also presented a plaque on behalf of the Local 3535 to FF Brosig's family, to show their appreciation of his service.

2.2 Fire Chief Jones presented permanent badge #68 to Firefighter/Paramedic Dana Rayfield for successful completion of probation.

2.3 Fire Chief Jones presented permanent badge #69 to Firefighter Luke Carson for successful completion of probation.

2.4 Fire Chief Jones presented permanent badge #70 to Firefighter Daniel Biagiotti for successful completion of probation.

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3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC

- 3.1 SERVICE PIN AWARDS: Fire Chief Jones awarded Board President Vince Hurley a pin for 15 years service to the District. Director Jim Abendschan also received a service pin for 5 years of service.

President Hurley asked for a short recess from 7:20 PM to 7:34 PM, to allow the large amount of visitors attending for the awards (and not wishing to attend the rest of the meeting) to greet the awardees and exit the board room.

- 3.2 WRITTEN COMMUNICATIONS: Written communications included a Santa Cruz Sentinel news article and a KSBW news article, both regarding the recent heroic civilian assist in responding to a life-saving emergency incident. Fire Chief Jones noted that DC Conrad had presented an award of thanks from the District to the 17 year old that located, reported and aided the injured person in that incident. DC Conrad noted that FF Steve Vratny had spearheaded the award for the youth.

Also included was the LAFCO Agenda for March 5, 2016, and a detailed report on the Proposed LAFCO Budget for FY16-17. Director Abendschan inquired as to the benefit of LAFCO to the District. President Hurley and Fire Chief Jones both gave input into LAFCO's role in the county.

4.0 CONSENT AGENDA

- 4.1 MOTION TO ACCEPT AND FILE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 11, 2016
- 4.2 MOTION TO APPROVE CLAIMS DISBURSEMENTS OF FEBRUARY 1, 2016 THROUGH FEBRUARY 29, 2016
- 4.3 MOTION TO ACCEPT AND FILE THE EZ ONE GENERAL LEDGER REPORTS FOR THE PRIOR MONTH-END
- 4.4 MOTION TO APPROVE AND AUTHORIZE THE FIRE CHIEF TO SIGN THE AGREEMENT WITH PAGODA TECHNOLOGIES FOR INTERFACE AND ONGOING MAINTENANCE BETWEEN SCR9-1-1 AND NEW EMERGENCY REPORTING SYSTEM

Moved to 5.0, per request by Director Abendschan

- 4.5 MOTION TO APPROVE THE WEED ABATEMENT SERVICES AGREEMENT WITH CENTRAL COAST LAND CLEARING AND TO AUTHORIZE THE FIRE CHIEF TO SIGN THE AGREEMENT
- 4.6 PUBLIC COMMENT ON CONSENT AGENDA ITEMS: None.

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

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

5.0 ITEMS REMOVED FROM CONSENT AGENDA:

4.4 MOTION TO APPROVE AND AUTHORIZE THE FIRE CHIEF TO SIGN THE AGREEMENT WITH PAGODA TECHNOLOGIES FOR INTERFACE AND ONGOING MAINTENANCE BETWEEN SCR9-1-1 AND NEW EMERGENCY REPORTING SYSTEM

Director Abendschan asked for specifics on the services provided for this item. Fire Chief Jones explained details of the transition process from Firehouse to Emergency Reporting software, which resulted in the need for Pagoda to make adjustments to the new software. Each District will contribute equally to the interface, including software updates and maintenance. In 2018, SCR9-1-1 is planning to upgrade their Computer Aided Dispatch system which will result in the need for future interface adjustment.

On motion by Director Abendschan, seconded by Director Foster, to Approve and Authorize the Fire Chief to Sign the Agreement with Pagoda Technologies for Interface and Ongoing Maintenance between SCR9-1-1 and New Emergency Reporting System, be approved as submitted was approved by the following vote:

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

6.0 UNFINISHED BUSINESS

6.1 REVIEW OF PROPOSED CHANGES TO DISTRICT PERSONNEL RULES ALL SECTIONS

President Hurley proposed forming a sub-committee to further discuss the proposed personnel rules. Director Abendschan volunteered to participate in this sub-committee. A tentative timeline of 3 months was set to complete the overall review and discussion of the personnel policy. Director of Business Services Tracy New passed out a proposed draft dress code policy, based on online research and conference with legal counsel. President Hurley mentioned the dress code specifications for jewelry needed to be addressed, as the specifications for jewelry in one section seemed to be more male-oriented (i.e. only a watch and rings allowed).

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7.0 NEW BUSINESS

7.1 MOTION TO APPROVE RESOLUTION 3-16 "DISTRICT PURCHASING RULES"

Director of Business Services Tracy New gave a brief overview of Resolution 3-16. The proposed changes are in line with the recently approved Ordinance 1-16, which increases the pre-approved limit for Captains from \$100 to \$250, and streamlines the Request to Expend Funds process for approving budgeted items.

On motion by Director Abendschan, seconded by Director Foster, to Approve Resolution 3-16 "District Purchasing Rules", be approved as submitted was approved by the following vote:

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

8.0 STANDING REPORTS

8.1 BOARD OVERSIGHT INQUIRY: Director Abendschan discussed the initial draft of the proposed Strategic Plan he received from Fire Chief Jones and asked for a timeline on a new draft of the plan. Fire Chief Jones detailed his plan for obtaining more input on the draft plan from employees and the community and stated that by mid-summer a more detailed draft would be available for review.

8.2 FIRE CHIEF'S REPORT

Fire Chief Jones briefly reviewed his Staff Report including a traumatic accident call in February 28, 2016, which affected several District personnel. DC Dirksen went over details of the response. President Hurley expressed concern at the number of severe accidents occurring in that area of Highway 1.

The County of Santa Cruz Health Services Agency is working on a new Ambulance RFP to coordinate ambulance services with local agencies. Santa Cruz County Fire Chiefs Association and the EMSIA will also be involved in the contract development process. The proposed timeline to complete the contract for ambulance services is December 2017.

SCCFAIG Board of Directors recently completed interviews for a new Administrative Officer/Risk Manager pending the June 2016 retirement of John Scott. Keenan and Associates was selected from 3 finalists, all of whom are insurance brokerage/consulting firms. John Scott will work with Keenan over the next 3 months for a seamless transition.

A/LSFPD BOARD MEETING MINUTES

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The District just completed the Fire Captains Promotional Test, and all four candidates did very well. A list will be compiled based on test scores, and interviews will be conducted for promotion from that list once a promotional opportunity becomes available.

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

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

District Legal Counsel Alan Smith arrived at 7:45pm.

Open Session concluded at 8:00 PM, convening to Closed Session.

9.0 CLOSED SESSION: 8:00 PM

9.1 CONFERENCE WITH LABOR NEGOTIATORS

9.2 CONFERENCE WITH LABOR NEGOTIATORS

9.3 CONFERENCE WITH LEGAL COUNSEL

Item 9.3 moved due to legal counsel presence. Fire Chief Jones and Director of Business Services Tracy New were not present for Closed Session Item 9.3.

Fire Chief Jones and Director of Business Services Tracy New re-entered at 8:45 PM to be present for Closed Session Items 9.1 and 9.2.

10.0 RETURN TO OPEN SESSION: 9:29 PM

REPORT FROM CLOSED SESSION:

Item 9.1 - The Board conferred with Labor Negotiator, and gave direction.

Item 9.2 – The Board conferred with Labor Negotiator, and gave direction.

Item 9.3 – The Board met with legal counsel, no action taken.

11.0 ADJOURN MEETING: 9:30 PM



Secretary to the Board



Board President