

1 **March 24, 2020**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Luevano called the meeting to order at 4:00 p.m.

5 **THE INVOCATION GIVEN BY CHIEF ABBOTT.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Harris, Hoffman, Luevano, Munson and Van Doorn.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-
11 Porter. In the audience were: DFC Marovich, D/Cs Mahr and McReynolds, B/Cs
12 Krumwiede, Mann and Macmillan, F/M Fieri, presenters, members of the public and
13 Association.

14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Luevano addressed the audience and inquired whether
16 there were any public comments regarding items not on the Agenda. It was noted the
17 following members of the public and presenters were present for the telephonic meeting:
18 Tom Frew, Paul Kaymark, Mike Meyer and Eric Scrivener. There being no comments, the
19 Public Comment Section was closed.

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21 **ACTION AGENDA**

22 **CONSENT ITEMS:**

- 23 2. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR FEBRUARY 2020**
24 3. **REVIEW AND ACCEPT EMERGENCY BOARD MEETING MINUTES FOR MARCH 15, 2020**
25 4. **REVIEW AND ACCEPT FINANCIAL REPORT FOR FEBRUARY 2020**
26 5. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

27 President Luevano inquired whether there were any questions on Consent Items 2-5. On
28 consensus of the Board, Item 5 was pulled from the Consent Agenda for further discussion.
29 There being no other discussion, President Luevano asked for a motion to approve the

30 Consent Agenda. On a motion by Vice President Van Doorn, seconded by Director Munson
31 the motion to approve the Consent Agenda as presented passed unanimously.

32 Further discussion occurred regarding the Pending Funding Policy. Adoption of the Policy
33 is the first step in moving forward with POB. Mr. Meyers noted that lenders want to see that
34 the District is committed to paying down the UAL, will make regular payments and will
35 commit additional discretionary funds toward that end where practical. This will improve the
36 credit rating process, showing the District is utilizing best practices in reserve, debt and
37 pension management. Having the District's actions stated in Policy memorializes what the
38 District will do to ensure those payments are made. Discussion ensued regarding the impact
39 of the adoption of the Policy, credit rating impact and why it is needed, costs and timeline
40 development. On a motion by Director Hoffman, seconded by Director Munson, the motion
41 to approve the Pension Funding Policy as presented passed unanimously.

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43 **ACTION ITEMS:**

44 6. **REVIEW AND APPROVE FINANCIAL AUDIT FOR FY 2018/2019 — CHIEF MAROVICH AND CHIEF**
45 **ABBOTT:** DFC Marovich introduced Paul Kaymark to present the Audit for FY 2018/2019 to
46 the Board. He presented the highlights and changes to the Board, noting the Audit received
47 a clean or “unmodified opinion” for the year audited. He directed the Board to page 44,
48 which reflects the full accrual, giving an overview of everything in consideration on a cash,
49 non-cash basis. He noted there was a 1.7 mil increase in revenue to the organization. He
50 discussed notable changes due to imposition of additional GASB requirements, looking at
51 overall OPEB, liability increases, the effect of the bond market, decreasing interest rates and
52 the opening of an OPEB trust account. At the conclusion of the discussion, on a motion by
53 Director Harris, seconded by Director Hoffman, the motion to approve the Financial Audit
54 for FY 2018/2019 passed unanimously.

55 7. **REVIEW AND APPROVE RESOLUTION 2020-04 OF THE BOARD OF DIRECTORS OF THE**
56 **NORTH COUNTY FIRE PROTECTION DISTRICT MAKING ANNUAL REQUIRED FINDINGS OF THE SAN**
57 **DIEGO COUNTY FIRE MITIGATION FEE PARTICIPATION ORDINANCE FY 2020/2021 – FM FIERI**
58 **AND CHIEF ABBOTT:** FM Fieri and Chief Abbott presented Resolution 2020-04 to the Board for

59 approval, noting this is a ministerial adoption that is required to allow the District to participate in
60 the County's Fire Mitigation Program. At the current time, the FMF rates are at \$0.58 psf, which
61 is anticipated to increase in the near future. When the County increases the rate, the District will
62 automatically receive funds at the increased rate pursuant to the Program parameters. On a
63 motion by Director Harris, seconded by Director Hoffman, the motion to approve Resolution
64 2020-04 as presented passed unanimously.

65 66 **DISCUSSION AGENDA**

67 8. There were no Discussion Agenda Items for the March 24, 2020, Board Meeting.

68 **STANDING DISCUSSION ITEMS:**

69 ● **LEGAL COUNSEL REPORT:** Counsel James presented his report "Election Void for
70 Being Held on Improper Date, Court Holds." Brief discussion ensued about the drastic
71 results of a simple error when conducting your own election. This is informational only, no
72 action required.

73 ● **WRITTEN COMMUNICATIONS:** Brief discussion ensued regarding the items,
74 Informational only, no action required.

75 ● **BOARD RECOGNITION PROGRAM**

76 ● **NEWS ARTICLES:** Brief discussion ensued regarding articles. This is informational
77 only, no action required.

78 ● **COMMENTS:**

79 ● **STAFF REPORTS/UPDATES:**

80 ● **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott informed the Board of the overall
81 impact of COVID-19 on the District and his concerns that it will continue to impact for a
82 protracted period into the future. He informed the Board of the precautions the District has
83 instituted, which he expects to continue for the foreseeable future. As all non-essential
84 functions have been suspended, he requested the Board be patient with Staff responses
85 while they are working and responding from telecommuting sites. Chief Abbott updated the
86 Board on the status of those employees who have tested positive for COVID-19. Chief

87 Abbott opined it would be best to suspend Strategic Planning discussions until face-to-face
88 discussions could resume. Informational only, no further action required.

89 ● **CHIEF OFFICERS AND OTHER STAFF: DFC MAROVICH:** DFC Marovich thanked the
90 Board for approving the audit, lauding HR/Finance Specialist Juul for taking over the
91 process. Finance is in the process of another GEMT audit and will be meeting with the team
92 of lawyers in Sacramento on the matter. The District has confirmed the April apportionment
93 will not be delayed from the County. **D/C MAHR:** D/C Mahr updated the Board on the impact
94 of COVID-19 on staffing, with a 10% loss of personnel. Vacant shifts are being filled by
95 personnel, along with proper rest implementation. Personnel are taking temperatures three
96 times per day, have changed shopping habits, are using the station washers and dryers for
97 clothes and extractors for PPE to keep items clean. Across the County, Operations are
98 developing a contingency plan for 20-50% work reduction, with shift trades being considered
99 on a case-by-case basis. Supplies are being maintained and new supply, service and food
100 sources are being investigated and instituted. Work station cleaning and decontamination
101 procedures have been instituted. **D/C McREYNOLDS:** D/C McReynolds informed the Board
102 regarding of the IAP progress. He noted that mandates for training have not been reduced.
103 **FM FIERI:** FM Fieri noted that new construction continues to move forward. Staff has
104 instituted a method of no direct contact for accepting plans. State mandated inspections are
105 being completed, except for secondary levels. Abatement is continuing with the expectation
106 that LRA will be at 100% by the end of the season as staff has more time to complete them.
107 **B/C KRUMWIEDE:** B/C Krumwiede informed the Board he has observed that morale is good
108 and staffing is stable. **B/C MACMILLAN:** B/C Macmillan reported that he is feeling well after
109 his COVID-19 experience. **MSO MURPHY:** MSO Murphy updated the Board on the
110 procedures in place for employee and patient protections, including employee testing. She
111 noted there is ongoing daily discussions in the Zone regarding updates on procedures and
112 concerns. **BS STEPHEN-PORTER:** B/S Stephen-Porter informed the Board that with COVID-
113 19 expect to continue for some time, she will continue to look for ways to facilitate the Board
114 materials and meetings.

116 ● **BOARD: DIRECTOR HOFFMAN:** Director Hoffman expressed concerns regarding take
117 out foods and the delivery containers. MSO Murphy noted she would send information out
118 to the crews. Director Hoffman thanked Staff for the great work during the COVID-19 crisis.

119 **PRESIDENT LUEVANO:** President Luevano inquired regarding the social media outreach to
120 keep the public informed of COVID-19 issues within the District and in general. MSO Murphy
121 noted the PIO and Social Media Specialist had been doing a great job getting the information
122 out to the community on a regular basis.

123 ● **BARGAINING GROUPS:** No comments.

124 ● **PUBLIC COMMENT:** No comments.

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126 **CLOSED SESSION**

127 CS-1. There were no Closed Session Items for this meeting.

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129 **ADJOURNMENT**

130 A motion was made at 5:35 p.m. by Director Hoffman and seconded by Vice President Van
131 Doorn to adjourn the meeting and reconvene on April 28, 2020, at 4:00 p.m. The motion
132 carried unanimously.

133 Respectfully submitted,

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136 Loren Stephen-Porter

137 Board Secretary

138 Minutes approved at the Board of Director's Meeting on: April 28, 2020

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