

29 4. **DISCUSSION ITEMS:** There were no discussion items for the December 12, 2023, Regular Board
30 Meeting.

31 **ACTION AGENDA**

32 **CONSENT ITEMS:**

33 5. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR NOVEMBER 14, 2023.**

34 6. **REVIEW AND ACCEPT FINANCIAL REPORTS FOR OCTOBER 2023.**

35 7. **REVIEW AND ACCEPT POLICIES & PROCEDURES:** There were no polices for the December 12, 2023,
36 Regular Board Meeting.

37 8. **REVIEW AND ACCEPT THE MONTHLY OPERATIONS ACTIVITY REPORT.**

38 President Acosta inquired whether there were any questions on Consent Items 5-8. There being
39 no discussion, President Acosta asked for a motion to approve the Consent Agenda. On a motion by
40 Director Pike seconded by Director Munson, the motion to approve the Consent Agenda passed
41 unanimously.

42 **ACTION ITEMS:**

43 9. **STATION 3 DOZER BARN AND LEASE AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF**
44 **GOVERNMENTAL SERVICES (DGS)- CHIEF McREYNOLDS:** In May 2023 the Board authorized staff to
45 explore a potential "Dozer Barn" facility with Cal Fire to be constructed on the NCFPD Station 3
46 property to house a firefighter bulldozer, truck, and trailer. Staff along with the DGS, the construction
47 management team, and General Counsel Steinke determined a multi-year lease agreement in the
48 approximate amount of \$1MM for construction of the dozer barn with subsequent monthly lease
49 payments of \$1650 would be appropriate. To facilitate this, a change order in the amount of \$16,024.00
50 to TELACU Construction Management (TCM) for construction services would be required. Board
51 discussion ensued. On a motion by Director Pike seconded by Director Munson, the motion to execute
52 a multi-year lease agreement with DGS for a Cal Fire dozer barn at the Station 3 property for
53 approximately \$1MM approving the change order with TCM in the amount of \$16,024.00, was
54 unanimously approved.

55 10. **PUBLIC HEARING DATE/TIME CERTAIN, DECEMBER 12, 2023, TO REVIEW AND ADOPT ORDINANCE**
56 **2023-01 AND THE UPDATED COMMUNITY RISK REDUCTION FEE SCHEDULE - CHIEF McREYNOLDS AND FIRE**
57 **MARSHAL FIERI:** Chief McReynolds presented the proposed Community Risk Fee Schedule rate

58 increases. The fee schedule outlines associated costs for services provided by the District based on
59 changes in salaries and administrative costs for the Community Risk Services and standby fees. Board
60 discussion ensued. On a motion by Director Munson seconded by Director Pike, the motion to hold a
61 second public hearing and bring back Ordinance 2023-01 for a second reading on January 23, 2024,
62 passed unanimously.

63 **11. EXTENSION OF AGREEMENT WITH VISTA FIRE DEPARTMENT FOR BLS 116 - CHIEF McREYNOLDS:**

64 The District has staffed a BLS ambulance (BLS 116) at Vista Fire Department Station #6 through
65 December 31, 2023, with monthly revenue received from the operation between \$50,000 - \$92,000.
66 By February 28, 2024, Vista Fire Department will no longer need BLS 116. Chief McReynolds
67 requested the Board consider extending the operation of BLS 116 through February 28, 2024. Board
68 discussion ensued. On a motion by Director Pike seconded by Director Munson, the motion to extend
69 the operation of BLS 116 through February 28, 2024, passed unanimously.

70 **12. NCFPD EFFECTIVE RESPONSE FORCE STANDARD – DFC MACMILLAN AND CHIEF McREYNOLDS:**

71 DFC MacMillan presented the Effective Response Force Standard, which outlines tasks that must be
72 completed on major incidents and response time standards for the first arriving unit. The standard that
73 was established used the Center for Public Safety Excellence (CPSE) guidance. DFC MacMillan
74 advised the Board as the community starts to grow, these standards will need to be modified by
75 implementing staffing and equipment changes, along with adding a sixth fire station. Board discussion
76 ensued. On a motion by Director Pike seconded by Director Munson, the motion to approve the NCFPD
77 Effective Response Force Standard passed unanimously.

78 **13. STAFFING OF ADDITIONAL PARAMEDIC AMBULANCE – CHIEF McREYNOLDS:**

79 In September 2023, an Ad-Hoc Finance committee was formed to evaluate the effectiveness of our
80 current ambulance delivery model. The recommendation from the committee was to add a fourth
81 24-hour ambulance to address the Unit Hour Utilization (UHU) of the three operating District
82 paramedic ambulances, which would help meet rising call volumes and service demand increases.
83 Board discussion ensued. On a motion by Director Pike seconded by Director Munson, the motion
84 to approve the addition of a fourth ambulance passed unanimously.

85 **14. SAFETY POSITIONS/SAFER GRANT - CHIEF McREYNOLDS:** With the loss of Camp Pendleton

86 Station #9, the District anticipates an increased call volume. In calendar year 2023, approximately

87 7,000 service calls were completed. In order to maintain the same level of service, Staff is requesting
88 the Board approve the development of a financial plan to support the addition of two
89 Firefighter/Paramedics staffed out of Station 1, along with approval to apply for the Staffing for
90 Adequate Fire and Emergency Response (SAFER) grant. Board discussion ensued. On a motion by
91 Director Munson seconded by Director Pike, the motion to develop a long-term financial plan to
92 support the addition of two (2) FF/PM positions passed unanimously. On a motion by Director Pike
93 seconded by Director Munson, the motion to authorize Staff to apply for the SAFER grant passed
94 unanimously.

95 **15. RESOLUTION 2023-18: AUTHORIZATION OF THE DEPUTY FIRE CHIEF AS SIGNATORY - CHIEF**

96 **MCREYNOLDS:** Chief McReynolds advised the Board it is necessary to authorize the Deputy Fire Chief
97 to act as signatory on District accounts in the event of the Fire Chief's absence. On a motion by
98 Director Pike seconded by Director Munson, the motion to adopt Resolution 2023-18 authoring DFC
99 MacMillan as a signatory passed unanimously.

100 **16. BOARD ELECTIONS OF OFFICERS FOR 2024 - CHIEF MCREYNOLDS:** Chief McReynolds informed

101 those present that this is the time of the year the Board is to select officers for the coming year. The
102 new officers are to assume office at the end of the meeting. President Acosta turned the meeting
103 over to General Counsel Steinke for the election of officers. General Counsel Steinke called for
104 nominations for President. Vice President Egkan made a motion to nominate Director Pike as
105 President, which was seconded by Director Munson. Director Pike accepted the nomination, and
106 with a unanimous vote, Director Pike was elected to President for the year 2024. General Counsel
107 Steinke then called for nominations for Vice President. President Acosta made a motion to nominate
108 Director Shaw as Vice President, which was seconded by Director Pike. Director Shaw accepted the
109 nomination and with a unanimous vote, Director Shaw was elected to Vice President for the year
110 2024. At the conclusion of the voting, the meeting was returned to President Acosta.

111 **STANDING DISCUSSION ITEMS:**

- 112 ● **LEGAL COUNSEL REPORT:** General Counsel Steinke reviewed the included report: New Fair
113 Political Practices Commission (FPPC) regulations for campaign contributions.
- 114 ● **WRITTEN COMMUNICATIONS:** Information only; no action required.
- 115 ● **BOARD RECOGNITION PROGRAM:** Information only; no action required.

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● **STAFF REPORTS/UPDATES:**

● **KEITH MCREYNOLDS, FIRE CHIEF:** Chief McReynolds informed the Board of the following items:

- Holiday events: December 15, 2023, is the holiday party at Station 1, and the Administrative office will be closed December 22 – January 1.
- A meeting was held with the Superintendent of the school districts regarding the submittal of an SD Fire Foundation grant.
- Projects in line with the strategic plan are as follows: The administrative building renovation is underway, along with the renovations of Station 1, Station 3, and the construction of Station 4. Ongoing property discussions continue regarding the potential purchase of land for a Fire Station 6.
- Future grant applications are as follows: DCIP grant for Station 4, AFG grant for SCBA's, SD Fire Foundation grant for radios, and the OTS grant for battery rescue equipment for SAFER positions.

● **CHIEF OFFICERS AND OTHER STAFF: BC DECAMP.** BC DeCamp provided training and equipment updates. **F/M JUUL.** F/M Juul notified the Board the 22/23 audit will be completed and brought back to the Board in January, and an audit of GEMT records from FY 20/21 is underway. **B/C AUGUST:** B/C August provided an update of several end of year tasks, along with the update of his transition to Division Chief. **DFC MACMILLAN:** DFC MacMillan informed the Board crews will be changing their Station assignments in January and provided an overview of recent structure fires.

● **BOARD: PRESIDENT ACOSTA:** President Acosta requested NCDJPA nominations be brought back to the Board in January as an action item and Director Pike seconded the recommendation; there was no opposition. Chief McReynolds informed the Board this item will be brought back to the Board for discussion at the January Regular Board Meeting.

● **BARGAINING GROUPS:** There was no comment from the Bargaining Groups.

● **PUBLIC COMMENT:** There was no comment.

CLOSED SESSION

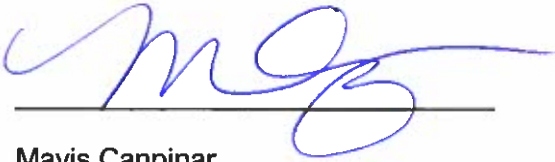
There were no closed session items for the December 12, 2023, Regular Board Meeting.

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ADJOURNMENT

A motion was made at 6:44 p.m. by Director Pike seconded by Director Munson to adjourn the meeting and reconvene on January 23, 2024, at 5:00 p.m., which motion carried unanimously.

Respectfully submitted,



Mavis Canpinar

Board Clerk

Minutes approved at the Board of Director's Meeting on:

1/23/24