



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING AUGUST 22, 2017 5:00 p.m.

CALL TO ORDER
ROLL CALL
INVOCATION
PLEDGE OF ALLEGIANCE

**FALLBROOK PUBLIC UTILITY DISTRICT
990 EAST MISSION ROAD
FALLBROOK CALIFORNIA**

PUBLIC ACTIVITIES AGENDA

For those joining us for the Public Activities Agenda, please feel free to depart at the close of the agenda. We invite you to stay for the remainder of the business meeting.

1. **PUBLIC COMMENT — PRESIDENT MUNSON** (pgs. 1-2)
 - Standing Event: Members of the Public may directly address the Board of Directors on Events of interest to the Public provided no action will be taken on non-agenda Events. The Board President may limit comments to three minutes per speaker (Board of Directors Operations Policy § 4.7.2.1.2.).

ACTION AGENDA

CONSENT EVENTS:

All Events listed under the Consent Events are considered routine and will be enacted in one motion. There will be no separate discussion of these Events prior to the Board action on the motion, unless members of the Board, Staff or public request specific Events be removed from the Consent Agenda.

2. **APPROVE REGULAR BOARD MEETING MINUTES, JULY 2017** (pgs. 3-8)
 - Standing Event: Review and approve minutes from July meeting as presented.
3. **REVIEW AND ACCEPT FINANCIAL REPORT FOR JULY 2017** (pgs. 9-30)
 - Standing Event: Review and Accept Financial Report for July as presented.
4. **REVIEW AND ACCEPT POLICIES & PROCEDURES** (pgs. 31-84)
 - Standing Event:
 - 4.1. **Interdepartmental Communications — Computer Use:**
 - Modification: Updated for e-mail policies usage, Public Records Act requirements and security requirements/expectations.
 - 4.2. **Conditions of Employment — Off-Duty Employment:**
 - Modification: Minor housekeeping relating to the use of District supplies & equipment.
 - 4.3. **Interdepartmental Communications — Social Media:**
 - Modification: Update for current practices, addressing security requirements/expectations, expectations of usage.
 - 4.4. **Personnel Rules — Substance Abuse:**
 - Modification: Updated for changes in California/Federal laws, clarification of processes and terms.
 - 4.5. **Claims — Workers' Compensation Claims:**
 - Modification: Clarification of time off, taxing and fitness for duty evaluations.



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ACTION EVENTS:

All events listed under the Action Events Agenda will be presented and discussed prior to the Board taking action on any matter. Time Certain Events will commence precisely at the time announced in the Agenda.

5. **REVIEW AND ACCEPT FINANCIAL AUDIT FOR FY 2015/2016 — CHIEF MAROVICH AND CHIEF ABBOTT** (pgs. 85-156)
 - ANNUAL ITEM: Review and accept audit, auditor will be present to give an overview of the audit.
6. **REQUEST TO ESTABLISH AN REVENUE MEASURE STUDY AD HOC COMMITTEE — CHIEF ABBOTT** (pgs. 157-58)
 - New Item: Request to establish an Ad Hoc Committee to define specific objectives for the District to achieve with the proposed Revenue Measure Study.
7. **REVIEW AND APPROVE RESOLUTION 2017-09 ADOPTING A PAY SCHEDULE — CHIEF MAROVICH AND CHIEF ABBOTT** (pgs. 159-64)
 - Recurring Item: Review and approve Resolution 2017-09 adopted to reflect a single Pay Schedule document as required by California Code of Regulations §570.5 and which is being amended due to salary adjustments.

DISCUSSION AGENDA

No action shall be undertaken on any Discussion Event. The Board may: acknowledge receipt of the information or report and make comments; refer the matter to Staff for further study or report; or refer the matter to a future agenda.

8. There are no Discussion Agenda Items for the August 22, 2017 Board Meeting. (pgs. 165-66)

STANDING DISCUSSION EVENTS:

All Events listed under the Standing Discussion Events are presented every meeting.

- **LEGAL COUNSEL REPORT:** (pgs. 167-68)
 - “Emails and Text Messages on Personal Accounts and Devices May Be Public Records Subject to Disclosure – Part 2”
- **WRITTEN COMMUNICATION** (pgs. 169-72)
 - BOARD RECOGNITION PROGRAM
- **NEWS ARTICLES:** As attached. (pgs. 173-90)
- **COMMENTS/QUESTIONS:** (pgs. 191-92)
 - STAFF:
 - Chief’s Report
 - Other Chief Officers & Staff
 - **BOARD**
 - **BARGAINING GROUPS**
 - **PUBLIC COMMENT**



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CLOSED SESSION

The Board will enter closed session to discuss Events as outlined herein. As provided in the Government Code, the public will not be present during these discussions. At the end of the Closed Session, the Board shall publicly report any action taken in Closed Session (and the vote or abstention on that action of every member present) in accordance with Government Code § 54950 et. seq.

CS-1. ANNOUNCEMENT — PRESIDENT MUNSON:

(pgs. 193-94)

- An announcement regarding the items to be discussed in Closed Session will be made prior to the commencement of Closed Session.

**CS-2. CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 -
NON-SAFETY GROUP NEGOTIATIONS – CHIEF ABBOTT:**

- FFA Non-Safety Group Negotiators DISTRICT NEGOTIATORS:
Chief Abbott, District Counsel James

CS-3. REPORT FROM CLOSED SESSION — PRESIDENT MUNSON

ADJOURNMENT

SCHEDULED MEETINGS

The next regularly scheduled Board meeting is: Tuesday, **September 26, 2017**, 5:00 p.m. at Fallbrook Public Utility District, Board Room.

CERTIFICATION OF AGENDA POSTING

"I certify that this Agenda was posted in accordance with the provisions of the Government Code § 54950 et. seq. The posting locations were: [1] the entrance of North County Fire Protection District Administrative Offices, [2] Fallbrook Public Utility District Administrative Offices and [3] the Roy Noon Meeting Hall; [4] District's website at <http://www.ncfireprotectiondistrict.org>. The Agenda was also available for review at the Office of the Board Secretary, located at located at 330 S. Main Avenue, Fallbrook (760) 723-2012. Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet, are available for public inspection in the Office of the Board Secretary, during normal business hours or may be found on the District website, subject to the Staff's ability to post the documents before the meeting. The date of posting was **August 17, 2017.**"

Board Secretary Loren Stephen-Porter:



Date: August 17, 2017