August 22, 2017

REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE NORTH COUNTY FIRE PROTECTION DISTRICT

President Munson called the meeting to order at 5:00 p.m.

THE INVOCATION GIVEN BY Chief Marovich.

ALL RECITED THE PLEDGE OF ALLEGIANCE.

ROLL CALL:

Present: Directors Harris, Hoffman, Luevano, Munson and Thuner.

Absent: None.

Staff Present: Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-Porter. In the audience were: Deputy Chief Marovich, D/C Mahr, B/Cs Krumwiede, McReynolds, Schoenheit and Wilson, and members of the public and Association.

PUBLIC ACTIVITIES AGENDA

1. Public Comment: President Munson addressed the audience and inquired whether there were any public comments regarding items not on the Agenda. There being no comments, the Public Comment Section was closed.

ACTION AGENDA

Consent Items:

2. Review and Accept Regular Board Meeting Minutes For July 2017
4. Review and Accept Policies & Procedures

President Munson inquired whether there were any questions on Consent Items 2-4. There being no discussion, President Munson asked for a motion to approve the Consent Agenda. On a motion by Director Harris, seconded by Director Luevano, the motion to approve the Consent Agenda Items as presented, passed unanimously.
ACTION ITEMS:

5. **Review and Accept Financial Audit for FY 2015/2016 — Chief Marovich and Chief Abbott:** Chief Marovich informed the Board the Pun Group Accountants & Advisors conducted the Annual Audit for the District for Fiscal Year ending June 30, 2016. Partner Paul Kaymark was present to review the audit with the Board and provide insight into the financial status of the District. He noted the Finance Department has undergone some major changes to improve procedures. Discussion ensued regarding how the District compares to other Districts, changes in GASB and options and suggestions for improvement. It was noted Management had noted needs for funding of future acquisitions capital equipment for apparatus and facilities and uncertainties with regards ballooning costs due to CalPERS retirement funding. Mr. Kaymark noted they expect to begin the audit for the FY ending June 20, 2017 shortly. On a motion by Vice President Thuner, seconded by Director Harris, the motion to accept the Annual Audit for the FY ending June 20, 2016, passed unanimously.

6. **Request to Establish a Revenue Measure Study Ad Hoc Committee — Chief Abbott:** Chief Abbott informed the Board there had been a kick-off meeting with the contractor to discuss the Revenue Measure Study. In attendance were members of the Management Team, Labor and Board President Munson. At the conclusion of the meeting, it was discussed that an Ad Hoc Committee might be useful to help identify what the District should be focusing on for the measure and to provide feedback to SRI Research for their survey. In order facilitate the process, several meetings could be held fairly quickly to provide recommendations before the next full Board meeting. On a motion by Director Harris, seconded by Director Luevano, the motion to appoint Directors Hoffman and Luevano to the Ad Hoc Committee passed unanimously. The Board Secretary to arrange for the meetings as quickly as possible.

7. **Review and Approve Resolution 2017-09 Adopting a Pay Schedule — Chief Marovich and Chief Abbott:** Chief Marovich presented Resolution 2017-11, which memorializes the previously approved salaries of all District employees in to a single document for publication, without reference to other documents, as required by the California Code of Regulations. The changes reflect the MOU formula increase of 4.58% in salaries.
On a motion by Director Luevano, seconded by Director Harris, the motion to approve Resolution 2017-11, memorializing District salaries, passed unanimously.

**DISCUSSION AGENDA**

8. There are no Discussion Agenda Items for the August 22, 2017 Board Meeting.

**STANDING DISCUSSION ITEMS:**

- **LEGAL COUNSEL REPORT:** Counsel James presented his letter “Emails and Text Messages on Personal Accounts and Devices May Be Public Records Subject to Disclosure – Part 2.” Brief discussion ensued. This is informational only, no action required.

- **WRITTEN COMMUNICATIONS:** None.

- **BOARD RECOGNITION PROGRAM:** Brief discussion ensued regarding the items, informational only, no action required.

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

- **COMMENTS:**

- **STAFF REPORTS/UPDATES:**

  - **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott noted he had sponsored another Coffee with the Chief, which went well as similar to last meeting. The turnout was the same as last time, although there had been mailers, signs and announcements in the paper. Discussion ensued regarding placing generic non-disclosable information about call activity in the Village news. Chief Abbott agreed to look into providing this information to them. Chief Abbott noted he will be attending the next Rainbow Board meeting to discuss the ongoing transition. He also noted that Chief Mahr has been accepted to the NFA Executive Officers Training Program. Informational only, no further action required.

  - **CHIEF OFFICERS AND OTHER STAFF: CHIEF MAHR:** Chief Mahr informed the Board that the changes at North Comm with the CAD transition had gone well. The Board may note new numbers on the apparatus. **CHIEF MAROVICH:** Chief Marovich updated the Board on the expected audit for the FY ending June 2017. He noted the September Board meeting will require then to approve the Final Budget for 2017/18. He also informed the IT transition
is going forward with the District moving to Office 365.

- **BOARD: DIRECTOR HARRIS:** Director Harris reminded everyone of the Chamber’s First Responder event on September 28th at the Community Center. Please let her know if you will be attending. **DIRECTOR LUEVANO:** Director Luevano expressed concerns for giving more support to the Fire Prevention efforts, especially during abatement season. He has concerns there is a negative perception that the District is not acting on the weed efforts and the negative view by the public. Chief Abbott updated the Board on the District efforts, including the billboard advertisement, CalFIRE involvement with inspections, the contracting for a weed abatement contractor and the development of a database to track repeat offenders. He noted that weed abatement has a very limited budget, discussed the ways other agencies handle this matter and difficulties the District had with the last contract and the communities’ dissatisfaction with their action.

- **BARGAINING GROUPS: A/P JONES:** A/P Jones informed the Association had supported a Girl Scout Troop who were working on their Silver Award, where the girls had surveyed, sought donations, purchased and installed CO₂ alarms in 50 homes. In addition, the Association helped support the library with the purchase of children’s fire-related books for the mini-station bookshelf. The Association is sponsor the 9/11 hill climb again for the 7th year. A/P Jones noted that Labor has been working with the District in an interest-based manner to move the plan for single role medics into transition.

- **PUBLIC COMMENT:** No comments.

**CLOSED SESSION**

At 6:40 p.m., President Munson inquired whether there was a motion to adjourn to Closed Session. On a motion by Director Luevano, seconded by Director Hoffman to go into Closed Session, President Munson read the items to be discussed in Closed Session and the Open Session was closed. A short break ensued after the reading of the Closed Session Items. At 6:50 p.m., and the Board entered Closed Session to hear:
CS-1. **ANNOUNCEMENT — PRESIDENT MUNSON:** 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

DISTRIBUTION OF AGREEMENT:

Chief Abbott, District Counsel James

CS-3. **REPORT FROM CLOSED SESSION — PRESIDENT MUNSON**

**REOPENING OPEN SESSION:**

On a motion by Director Harris, which was seconded by Vice President Thuner and which passed unanimously, the Board returned Open Session at 7:00 p.m., the following items were reported out to the public:

CS-2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 - NON-SAFETY GROUP NEGOTIATIONS – CHIEF ABBOTT:** On a motion by Director Luevano, seconded by Director Hoffman, the Board approved the Non-Safety Side Letter as presented. The motion passed unanimously.

**ADJOURNMENT**

A motion was made at 7:05 p.m. by Director Harris and seconded by Vice President Thuner, to adjourn the meeting and reconvene on September 26, 2017, at 17:00. The motion carried unanimously.

Respectfully submitted,

Loren Stephen-Porter

Board Secretary

Minutes approved at the Board of Director’s Meeting on: **September 26, 2017**