May 23, 2017

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

Director Harris called the meeting to order at 5:03 p.m.

THE INVOCATION GIVEN BY Deputy Chief Marovich.

ALL RECITED THE PLEDGE OF ALLEGIANCE.

ROLL CALL:

Present: Directors Harris, Hoffman and Luevano.

Absent: Directors Munson and Thuner.

Staff Present: Deputy Chief Marovich, Attorney James and Board Secretary Stephen-Porter. In the audience were: D/Cs Lucore and Mahr, B/Cs McReynolds and Wilson, FM Koch and members of the public and Association.

PUBLIC ACTIVITIES AGENDA

1. **Public Comment:** Director Harris 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.

2. **Recognition of Jade and Julie Work and Presentation of Resolution — Chief Marovich:** It was reported that the Works were called out of town unexpectedly and could not attend. They have been invited to the June meeting and plan to attend. Matter tabled until the June meeting.

3. **Employee Oath of Office and Badge Pinning — Chief Marovich:** Chief Marovich presented for installation the following new employees: Melinda Ost and Michael Gurney. At the conclusion of the introductions, the members were sworn in. In addition, DFM Patty Koch was introduced as the newly promoted Fire Marshal for the District. All members were given an opportunity to introduce family and friends available for the event and were pinned and congratulated by the Board.

4. **Present Awards for Board Recognition Program — Chief Marovich:** At the April Board meeting, the Board selected the following individuals/groups to be recognized

**ACTION AGENDA**

**CONSENT ITEMS:**

5. **REVIEW AND ACCEPT REGULAR BOARD MEETING FOR APRIL 2017**

6. **REVIEW AND ACCEPT SPECIAL BOARD MEETING FOR MAY 15, 2017**

7. **REVIEW AND ACCEPT FINANCIAL REPORT FOR MAY 2017**

8. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

Director Harris inquired whether there were any questions on Consent Items 5-8. There being no discussion, Director Harris asked for a motion to approve the Consent Agenda. On a motion by Director Luevano, seconded by Director Hoffman, the motion to approve the Consent Agenda Items as presented, passed unanimously.

**ACTION ITEMS:**

9. **SET PUBLIC HEARING DATE/TIME CERTAIN JULY 25, 2017 (5:15 P.M.) — FOR ESTABLISHMENT OF EQUIPMENT PLAN FOR THE FEE MITIGATION PROGRAM WITH ADOPTION OF RESOLUTION — DFM KOCH AND CHIEF MAROVICH:** Chief Marovich presented the request to set the public hearing for Mitigation Plan to the Board for approval, noting the July dates for the hearing. Further information the Mitigation Plan will be presented at the July
meeting. Brief discussion ensued regarding the current rate, the account and how the funds may be utilized. On a motion by Director Luevano, seconded by Director Hoffman, the motion to set the hearing for the date and time certain as presented passed unanimously.

10. **Review and Approve Award of Capital Plan Replacement Reserve Study** —

**Chief Marovich:** Chief Marovich presented the Staff recommendation and results of the Request for Proposals, noting the Board had recently given Staff direction to pursue a facility condition assessment. A total of three proposals was received, each of which was evaluated by Staff for: (1) compliance with submittal requirements, (2) ability to fulfill the intended scope of work, (3) qualifications of the consultant(s), (4) timeliness and (5) cost. The Staff recommended awarding the contract to the lowest responsible/responsive bidder, Roy Jorgensen Associates Inc., in the amount of $24,482. It was noted the funding for this Study would come from the Contingency Funds. It is anticipated the proposer would complete the project by July 18th. On a motion by Director Luevano, seconded by Director Hoffman, the motion to award the contract to Roy Jorgensen Associates Inc. for $24,482 and to fund the Study from the Contingency Funds passed unanimously.

11. **Review and Approve Recommendations for Next Phase of SAFER Deployment Trial** — **Chief Mahr and Chief Marovich:** Chief Marovich presented the report to the Board regarding the proposed plan for moving forward with the next phase of the SAFER Deployment Trial. He informed the Board that since the completion of Station 5, the Station 3’s “first-due” footprint has lessened; thereby, improving Station 5’s response times into the Morro Hills area. In addition, Station 3 and 5 are within 2.6 mile of one another, in the historically slowest part of our District; in the area which we have the most assistance from our automatic aid partners; and in the area least probable to have population growth. The District has a 9-month window remaining on SAFER 1, with two trial deployment studies. Based on what we’ve learned, we’re now faced with an opportunity to implement a final trial to “test” another deployment model before SAFER expires. The District wishes to evaluate whether the addition of a career Engineer to the Captain at Station 6 would assist the District in meeting its goals of having Station 6 open more frequently, lowering
District risk and increasing Volunteer oversight. Furthermore, the District realizes the closure of Fallbrook Hospital our ambulance utilizations have steadily increased to the point that our third ambulance has become a necessity. Discussion ensued regarding data collection and how accurate this reflects activity in the District. Board members suggested the Staff obtain whatever software they need to compile the necessary data. Chief Lucore noted that North Comm has expanded their staff and has new software to achieve this collection and evaluation. Board members felt a soft closure of Station 3, with reassignment of personnel to Station 6, along with public education regarding the Phase III implementation should begin, with a plan to be brought back to the Board. On a motion by Director Hoffman, seconded by Director Luevano, the motion to reassign Station 3 personnel to Station 6, development of a Plan for implementation, with the final determination to be brought back to the Board for approval in June, passed unanimously.

DISCUSSION AGENDA

12. REVIEW OF DRAFT PRELIMINARY BUDGET – CHIEF MAROVICH: Chief Marovich presented the first look at the Preliminary Budget to the Board for review noting the Preliminary Budget will be presented in June for the Board’s approval. Chief Marovich noted the following significant changes: Revenue: The District is anticipating an increase in property tax revenue of approximately $591,987 over budgeted in FY 15/16; 10% increase in call volume; increase in construction and small increase to mitigation fees; restricted funding due to the SAFER Grant. Expenses: Increases due to a potential pay raise dictated by the MOU formula; PERS healthcare increases; Fleet Plan expenses to maintain the Plan timeline. Discussion ensued regarding Station 4 improvements and amounts not spent last year. It was proposed that if possible, more funds be added the Contingency Fund, a Capital Fund and recommendations for the roll over amounts. Directors were invited to meet with Chief Marovich to discuss any questions/concerns/input they may have for the budget.
STANDING DISCUSSION ITEMS:

- **LEGAL COUNSEL REPORT:** Counsel James presented his letter “AB 987: Major Shift for Retaliation Claims.” Brief discussion ensued regarding whether a request for accommodation constitutes a protected activity. This is informational only, no action required.

- **WRITTEN COMMUNICATIONS:** Brief discussion ensued regarding the items, informational only, no action required.

- **BOARD RECOGNITION PROGRAM:** See Item No. 4.

- **NEWS ARTICLES:** Brief discussion ensued regarding articles, including the potential for Fallbrook Hospital. This is informational only, no action required.

- **COMMENTS:**

- **STAFF REPORTS/UPDATES:**

  - **STEPHEN MAROVICH, FIRE CHIEF/CEO:** Chief Marovich informed the Board the 2015 Audit is expected to begin on May 31, 2017. The District is moving forward with transitional changes for IT, both in format and service provider. He opined he has a good team working on the transition. Informational only, no further action required.

- **CHIEF OFFICERS AND OTHER STAFF:**

  - **BOARD:** Board members congratulated Chief Lucore on his retirement and wished him well in the future.

- **BARGAINING GROUPS:** A/P Jones updated the Board on the Association activities, noting the upcoming car show/pancake breakfast on May 28th and the golf tournament on June 15th. He informed the Board the proceeds would be going to the Foundation for Senior Healthcare and the Krainock Family, who are experiencing health challenges.

- **PUBLIC COMMENT:** No comments.

CLOSED SESSION

At 6:10 p.m., Director Harris inquired whether there was a motion to adjourn to Closed Session. On a motion by Director Hoffman, seconded by Director Luevano to go into Closed Session, Director Harris 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 6:15 p.m., and the Board entered Closed Session to hear:

CS-1. **ANNOUNCEMENT — DIRECTOR HARRIS:** An announcement regarding the items to be discussed in Closed Session was made prior to the commencement of Closed Session.

CS-2. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR — GOVERNMENT CODE § 54956.8**

  — **CHIEF MAROVICH:**

  **PROPERTY LOCATION:** 330 S. Main Avenue, Fallbrook, CA 92028;

  **PARTIES:** North County Fire Protection District (Purchaser) and Ian Forsythe (Seller);

  **UNDER NEGOTIATION:** Terms of Purchase;

  **DISTRICT NEGOTIATORS:** Chief Marovich, District Counsel James

CS-3. **THREATENED LITIGATION OUTSIDE OF OPEN MEETING — GOVERNMENT CODE § 54956.9(e)(5)**

  — **CHIEF MAROVICH:** Claimant is a member of public alleging assault by District employee.

CS-4. **REPORT FROM CLOSED SESSION — DIRECTOR HARRIS**

  - **REOPENING OPEN SESSION:**

On a motion by Director Hoffman, which was seconded by Director Luevano and which passed unanimously, the Board returned to Open Session at 6:25 p.m. The following items were reported out to the public:

CS-2. **CONFERENCE WITH REAL PROPERTY NEGOTIATOR — GOVERNMENT CODE § 54956.8**

  — **CHIEF MAROVICH:** No reportable action.

CS-3. **THREATENED LITIGATION OUTSIDE OF OPEN MEETING — GOVERNMENT CODE § 54956.9(e)(5)**

  — **CHIEF MAROVICH:** No reportable action.

**ADJOURNMENT**

A motion was made at 6:30 p.m. by Director Hoffman and seconded by Director Luevano, to adjourn the meeting and reconvene on June 27, 2017, at 5:00 p.m. The motion carried unanimously.
Respectfully submitted,

[Signature]

Loren Stephen-Porter
Board Secretary

Minutes approved at the Board of Director’s Meeting on: June 27, 2017