June 27, 2017

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

President Munson called the meeting to order at 5:01 p.m.

THE INVOCATION GIVEN BY Deputy Chief Marovich.

ALL RECITED THE PLEDGE OF ALLEGIANCE.

ROLL CALL:

Present: Directors Hoffman, Luevano, Munson and Thuner.

Absent: Director Harris.

Staff Present: F/C Abbott, Attorney James and Board Secretary Stephen-Porter. In the audience were: DFC Marovich, D/C Mahr, B/C McReynolds, FM Koch 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. Public citizen Andrew Askins requested to address the Board regarding a lien from Fire Protection Services that had been placed against his property for weed abatement performed on his property some time ago. He has been corresponding with Chief Abbott and has not reached resolution. He would like to have his son attend, but he could not make it until next meeting. Since it was not an agendized item, it cannot be heard tonight. Chief Abbott will communicate with Mr. Askins regarding his next steps to appear before the Board. There being no other comments, the Public Comment Section was closed.

2. **Recognition of Jade and Julie Work and Presentation of Resolution — Chief Abbott:** Chief Abbott, along with the Board members, welcomed the Works and thanked them for their donation to the District. He noted that because of their donation, North County Fire Protection District and the Departments participating in the training, were afforded six days of training. This training allowed 250 fire personnel and approximately 15 Departments the opportunity to participate in training under live fire conditions, with
approximately 46 individuals from North County Fire Protection District given the opportunity to obtaining their State Fire Control 3A Certification. At the conclusion of the reading of the Resolution, the Works were presented with the Resolution and were again thanked by the Board members.

ACTION AGENDA

CONSENT ITEMS:

4. **REVIEW AND ACCEPT REGULAR BOARD MEETING FOR MAY 23, 2017**

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

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

President Munson inquired whether there were any questions on Consent Items 3-6. There was brief discussion about using consistency in terms. There being no further discussion, President Munson asked for a motion to approve the Consent Agenda. On a motion by Vice President Thuner, seconded by Director Hoffman, the motion to approve the Consent Agenda Items as presented, passed unanimously.

ACTION ITEMS:


**DFC MAROVICH AND CHIEF ABBOTT:** Chief Marovich presented the required action to the Board, noting it is necessary for the District to complete each year. As is routinely the case, the District is under the maximum amount allowed by quite a bit. Brief discussion ensued regarding how this amount is determined. On a motion by Vice President Thuner, seconded by Director Hoffman, the motion to approve Resolution 2017-06 as presented passed unanimously.

8. **REVIEW AND APPROVE RESOLUTION 2017-08 — REQUESTING A TEMPORARY TRANSFER OF FUNDS FROM THE COUNTY TREASURER TO NORTH COUNTY FIRE PROTECTION DISTRICT —**

**DFC MAROVICH AND CHIEF ABBOTT:** Chief Marovich presented a request to approve
Resolution 2017-08 to the Board, noting this is an annual action that is required in order to obtain advances on the tax monies due the District from the County. The Resolution permits the District to be advanced a maximum of 85% of the anticipated taxes due in a given year, which the District uses until taxes are collected and released to it. It was noted there is a small interest charge, less than 1 percent, charged for the advance. On a motion by Director Luevano, seconded by Director Hoffman, the motion to approved Resolution 2017-08 as presented passed unanimously.

9. **Review and Approve Preliminary Budget for FY 2017/2018; Set Public Hearing Date Time Certain of 5:15 p.m., September 26, 2017 to Approve the Final Budget – DFC**

**Marovich and Chief Abbott**: After a brief introduction by Chief Abbott, Chief Marovich presented the Preliminary Budget to the Board, noting a few changes from the Preliminary Budget presented in May. **Revenue**: The District anticipates an increase in property tax revenue of approximately $684,314. Construction increases are expected to increase mitigation fees. Restricted funds remain increased by $754,000 for the SAFER and Fallbrook Health Care District Grants. **Expenses**: Personnel increases are due to contract raise of 2.44% and step increases, PERS has a decrease of 7% over last year's budgeted amount, which may be higher after adjusting for health benefits. Healthcare will not be confirmed until the final budget, the District anticipates a 26% increase, however new information received will likely reduce this figure. Under the existing fleet plan, a staff vehicle and brush truck purchase and a remount of an ambulance was completed. The District continues to pay $85,000 towards the upgrades to the 800 MHz radio system. Brief discussion ensued on specific line items. On a motion by Director Luevano, seconded by Director Hoffman, the motion to approve the Preliminary Budget as presented and to set the Public Hearing Date and Time Certain for September 26, 2017 at 5:15 p.m., passed unanimously.

10. **Review and Cast Vote in Election for CSDA Board of Directors — Chief Abbott**: Chief Abbott presented the request from CSDA for vote on members to the Board, Seat C, Region 6. He noted there was one fire district member, John DeMonaco from Chino Valley Independent Fire District. After brief discussion, there was a recommendation to support Mr. DeMonaco. On a motion by Director Luevano, seconded
by Vice President Thuner, the motion to cast a vote for John DeMonaco and to authorize President Munson to cast the complete the ballot on behalf of the Board passed unanimously.

11. **REVIEW AND CAST VOTE IN ELECTION FOR SDRMA BOARD OF DIRECTORS AND APPROVE REQUIRED VOTING RESOLUTION 2017-07 — CHIEF ABBOTT:** Chief Abbott presented the Board with the openings for the positions for the SDRMA Board of Directors, noting there are four seats open and three incumbents. In order for the vote to be accepted, the Board must vote by Resolution, enclosed as Resolution 2017-07. Discussion ensued regarding the candidates. Upon a motion by Director Luevano, which was seconded by Director Hoffman, the Board unanimously approved Resolution 2017-07 and selected the nominees Mike Scheafer, Michael Karen, David Aranda and Jean Bracy, as their selection for the SDRMA Board of Directors.

12. **REVIEW AND APPROVE ADDITION OF NON-SAFETY STAFF — CHIEF ABBOTT:** Chief Abbott presented the proposal to the Board of hiring of a part-time, non-benefit Facilities Maintenance Worker to perform routine building, repairs and maintenance that are minor, skilled projects. Initially, the individual would the utilized to conduct repairs/maintenance at the Headquarters’ Station and Station 6 remodel issues. This would result in District savings for costs associated with bidding and prevailing wages. He proposed hiring a 960 hr. (part-time, no benefits) Facilities Maintenance Worker, who would be compensated at the rate of pay would be $35.10, which is the closest rate to prevailing wage for a building construction carpenter within San Diego County. On a motion by Director Luevano, seconded by Director Hoffman, the motion to approve the position and hiring of a part-time, non-benefited Facility Maintenance Worker as outlined, passed unanimously.

13. **REVIEW, CONSIDER AND APPROVE ACTION ON REVENUE FEASIBILITY ANALYSIS AND PUBLIC OPINION SURVEY — CHIEF ABBOTT:** Chief Abbott presented the follow-up report on the Staff issued a Request for Proposals (RFP) for a Revenue Measure Feasibility Analysis and Public Opinion Survey. The purpose of this RFP was to: (1) obtain professional assistance in establishing the level of public financial support necessary to assist the District in continuing to fulfill its mission at present levels, (2) evaluate what type of revenue measure
(if any) the District should pursue and (3) the anticipated level of public support for such a measure. Three proposals were received, which were evaluated for (1) compliance with submittal requirements, (2) ability to fulfill the intended scope of work within the desired timeframe (3) qualifications of the consultant(s), (4) methodology, (5) value-added services and (6) cost. Discussion ensued regarding if the District should move forward with evaluating whether a bond or other measure might be successful. Chief Abbott discussed the analysis the District would need to conduct in order to obtain relevant, accurate data to make an informed decision, including methodology. Taken with the pending results of the Facility Reserve Study, Chief Abbott hopes to have a more realistic idea of the costs involved and needs of the District projecting into the future. Factors impacting the District, including revenue loss, hospital closure and aging facilities and equipment were considered. At the conclusion of the discussion, on a motion by Director Hoffman, seconded by Director Luevano, a motion to move forward with the Revenue Measure Feasibility Analysis as recommended by Chief Abbott, passed by the following vote: Ayes: Directors Hoffman, Luevano and Thuner; Noes: Director Munson, Absent: Director Harris. On a motion by Director Hoffman, seconded by Director Luevano, the motion to approve the firm of David Taussig & Associates as the most responsive/responsible bidder passed unanimously.

14. **REVIEW AND APPROVE SAFER 1 PHASE 3 TRIAL – CONSOLIDATION OF STATION 3 —**

**CHIEF ABBOTT:** Chief Abbott presented the follow-up report to last month’s report on the consolidation of the SAFER 1 Phase 3 Trial, noting that because Phase 2 of the SAFER Trial did not yield any significant improvements to response times, Staff recommended a reallocation of Station 3’s personnel for purposes of addressing operational capabilities. Station 3 Engineer would move to Station 6, significantly augmenting capabilities of that Station by providing two career personnel per day. This will allow the District to be proactive in compensating for future growth (1700 dwelling units plus the Palomar College campus), and reduce reliance upon Stations 1 and 5 as the primary backup to this area when Station 4 resources are on a call or otherwise out of position. It was also noted, calls to Station 3’s District are generally declining, while those to Stations 4 and 6 are generally increasing. With a 20% increase in responses over the past two years, and each of its three ambulances
experiences a utilization rate in excess of 30%, it will be necessary to retain the third ambulance at Station 5 permanently. Placement of an ambulance at Station 5 has demonstrated a significant reduction in reliance upon mutual aid ambulances. Staff is currently working with Labor to develop staffing solutions that will create operational efficiencies, as the District continues to face long-term funding challenges and will be unable to continue financial support of the SAFER funded FF/PM position. This consolidation will be closely monitored for the current Station 3 response area, with the idea that third and final phase of this Trial could lead to a permanent reallocation of Station 3’s resources. The District will engage in community outreach efforts with the citizenry in the Olive Hill area.

On a motion by Vice President Thuner, seconded by Director Hoffman, the motion to approve the consolidation of resources from Station 3 to other Stations within the District as proposed on a 24-hour basis, passed unanimously.

DISCUSSION AGENDA

15. There were no Discussion Items for the June 27, 2017 Board Meeting.

STANDING DISCUSSION ITEMS:

- **LEGAL COUNSEL REPORT:** Counsel James presented his letter “Immunity.” Brief discussion ensued regarding the types of immunity for “firefighting activities.” This is informational only, no action required.

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

- **BOARD RECOGNITION PROGRAM:** It was noted the number of CPR trainings completed and Captain Choi coming in on his day off to assist.

- **NEWS ARTICLES:** Brief discussion ensued regarding articles, including the results of the District-sponsored Chipping Day. This is informational only, no action required.

- **COMMENTS:**

- **STAFF REPORTS/UPDATES:**

- **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott informed the Board the District is 40 days into the 60 escrow, with the owner working on the air conditioning and drainage
issues. He also had a recent phone call from the Rainbow Fire Chief Jeff Weaver, who requested he accelerate the transition at Rainbow. Although the Rainbow Board has not yet agreed to a detailed transition plan, the District is working toward a full transition in one year. Chief Abbott noted the Board will be approving the Fire Mitigation Resolution next month. He plans to exercise the “pay back” option, rather than ask for new project approval. Chief Abbott is participating in a peer support program for behavior health issues. Informational only, no further action required.

- **Chief Officers and Other Staff:** **Fire Marshal Koch:** FM Koch informed the Board the Horse Creek Ranch Project is beginning, with the expectation that 50 units every two weeks will be initiated. She is grateful to have Mindy Ost, the part-time Administrative Specialist, to assist. They Bureau will begin a new financial and weed tracking process with Mindy’s assistance. **Chief Mahr:** Chief Mahr noted that all capital fleet items have been delivered and are being outfitted, with the expectation they will be in service within the next 30-45 days. North Comm is upgrading the CAD software and instituting a CAD upgrade, which is expected by August 1st. Thereafter, they expect to have better tracking with new levels in the response plan. The Zone will be switching from a 4 digit to 3 digit number system in the near future. **Chief Marovich:** Chief Marovich informed the Board the preliminary 15-16 audit has been received and the 16-17 audit is expected to begin around August 1st. He updated the Board on the GEMT audit and appeals process, noting the District is similarly situated to other agencies who have been involved with GEMT. The District will begin the Battalion Chief testing on June 28th. It is also moving forward with implementation of Office 365. **Chief McReynolds:** Chief McReynolds updated the Board on the installation of the 800 MHz radios, with the goal of completion of installation by the end of the year. The District will be installing tablets in all the engines, which is being paid through North Comm funding.

- **Board: Director Thuner:** Director Thuner informed the Board that she had suffered a loss of a home in the Santa Barbara area from fire that morning.

- **Bargaining Groups:** No comments.

- **Public Comment:** No comments.
CLOSED SESSION

At 7:30 p.m., President Munson inquired whether there was a motion to adjourn to Closed Session. On a motion by Director Hoffman, seconded by Vice President Thuner 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 7:35 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 was made prior to the commencement of Closed Session.

CS-2. **CONFERENCE WITH LABOR NEGOTIATOR — GOVERNMENT CODE § 54957.6 — MANAGEMENT GROUP NEGOTIATIONS — CHIEF ABBOTT:**

**MANAGEMENT GROUP NEGOTIATORS**

**DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES**

CS-3. **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-4. **REPORT FROM CLOSED SESSION — PRESIDENT MUNSON**

**REOPENING OPEN SESSION:**

On a motion by Vice President Thuner, which was seconded by Director Hoffman and which passed unanimously, the Board returned Open Session at 7:50 p.m., the following items were reported out to the public:

CS-2. **CONFERENCE WITH LABOR NEGOTIATOR — GOVERNMENT CODE § 54957.6 — MANAGEMENT GROUP NEGOTIATIONS — CHIEF ABBOTT:** On a motion by Vice President Thuner, seconded by Director Luevano, the Board approved the Management Side Letter as presented. The motion passed unanimously.

CS-3. **CONFERENCE WITH LABOR NEGOTIATOR — GOVERNMENT CODE § 54957.6 - NON-SAFETY GROUP NEGOTIATIONS — CHIEF ABBOTT:** On a motion by Vice President Thuner, seconded by Director Hoffman, the Board approved the Non-Safety Side Letter as presented. The motion passed unanimously.
ADJOURNMENT

A motion was made at 7:55 p.m. by Director Luevano and seconded by Director Hoffman, to adjourn the meeting and reconvene on July 25, 2017, at 17:00. The motion carried unanimously.

Respectfully submitted,

[Signature]

Loren Stephen-Porter
Board Secretary

Minutes approved at the Board of Director’s Meeting on:  July 25, 2017