

# MINUTES



## REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ALPINE FIRE PROTECTION DISTRICT

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, JANUARY 15, 2019 - 5:00 P.M.

All exhibits described here are available for public inspection at the time and date as listed above or prior to such meeting when reports are ready in the fire station. Persons with a disability requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting may do so by contacting the Clerk of the Board at (619) 445-2635 during regular office hours. Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

### 1) ATTENDANCE AT THE REGULAR MEETING

Board Members arriving after the meeting begins will be noted PRESENT at the point in which they arrive. Board Members leaving the meeting will be noted ABSENT at the point that they leave and PRESENT at the point they reenter the meeting.

The meeting was called to order at 5:00pm by Director Easterling. Roll call by Clerk of the Board Alicea Caccavo. Directors in attendance: Easterling, Mann, Price and Willis. Also present, Fire Chief Bill Paskle, Legal Counsel Steve Fitch and Clerk of the Board Alicea Caccavo Absent: Director Taylor.

### 2) PLEDGE OF ALLEGIANCE

Division Chief Brian Boggeln

### 3) INVOCATION

Director Easterling

### 4) APPROVAL OF AGENDA

Motion to approve agenda amended to include Item 7.3.

(M/Mann            2nd/Willis            Absent/Taylor            Approved 4-0)

### 5) APPROVAL OF MINUTES

Approval of the Minutes of December 18, 2018 (pgs. 3-7)

Motion to approve minutes as presented.

(M/Price            2nd/Mann            Absent/Taylor            Approved 4-0)

### 6) PUBLIC HEARING ON AGENDA ITEMS

The public may comment on any matter on the agenda at this time or may request of the Board that public comment be heard immediately prior to the Board taking action on a particular item. If there are

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no requests for further public comment on a particular matter then this portion of the agenda shall conclude public comment on all agenda items. **Read. No Comment.**

## 7) DISCUSSION – POSSIBLE ACTION ITEMS

1. **Finance Committee Meeting.** Discussion / Action.  
To establish a date for the finance committee to meet to discuss budget for FY19/20. **(Finance committee members, please bring your calendars)**  
**Finance Committee members to coordinate a date.**  
**No action, no motion necessary.**
2. **Bank Accounts – Update Signature Cards.** Discussion/Action.  
Authorize staff to update signature cards to reflect current slate of Board of Directors, Fire Chief and Finance Officer (affected accounts - California Bank and Trust)  
**Finance Officer Caccavo reported that this was an annual item to reflect changes in the Board Members. Director Willis asked about Certificate of Deposits.**  
**Motion to approve staff to update bank signature cards.**  
**(M/Mann                      2nd/Willis                      Absent/Taylor                      Approved 4-0)**
3. **LAFCO – Call for Nominations.** Discussion/Action. Formal notice pursuant to Government Code Section 56332(1) to solicit two special district members – (a) one regular and (b) one alternate to serve on the San Diego Local Agency Formation Commission (LAFCO).  
**Director Willis would like to be nominated for the open seat.**  
**Motion to approve the nomination of Director Willis for the regular seat.**  
**(M/Mann                      2nd/Price                      Absent/Taylor                      Approved 4-0)**

## 8) CONSENT CALENDAR

1. Financial Reports – December 2018 (pgs. 8-33)
2. Employee Reimbursement Report: – December 2018 (pg. 34)
3. Investment Portfolio as of December 2018 (pg. 35)
4. Quarterly Investment Report as of December 31, 2018 (pg. 36-49)

**Motion to approve the Consent Calendar as presented.**

**(M/Mann                      2nd/Price                      Absent/Taylor                      Approved 4-0)**

**Director Willis asked if we had the ability to shop for market-linked CD's. Fire Chief advised that there are stringent rules in which a Special District is able to invest that reduces risk. Finance Officer Caccavo will check with current broker.**

## 9) REPORTS – Information Only

1. Fire Chief (pgs. 50-52) **Fire Chief Paskle advised that the status of the recruitment, hoping to have a start date before the end of February. Director Willis asked about the requirements of the FF/Paramedic. Finance Officer Caccavo advised the policies of the job descriptions detail the requirements. HCFA Commission meeting on 1/24. The annexation is scheduled to come before the LAFCO commission on February 4<sup>th</sup>.**
2. Fire Marshal (pg. 53) **Noted.**
3. Local 2638 **Firefighter/Paramedic Ozbirn reported that the Pancake Breakfast has been moved to 2/23/2019 from 8-11am. The toy drive raised toys for 19 kids of the Alpine community.**
4. Board or Staff Committee Reports (HCFA, HTFA, FAIRA, PASIS, et. al) **Director Mann reported that the HTFA: just received clean audit; elections resulted in Gary Kendrick as Chair and James Marugg is Vice Chair; environment building analysis was sound but needed repairs**

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completed for \$90,000; tower building will be addressed after the fire building is finished; burn room they allocated \$195,000, of which they spent \$55,000. Bid went out for \$122,000 for fire lining which was approved.

5. Fire Statistics by Incident Type for prior month (pg. 54-55) **Noted**
6. Grant Update (pgs. 56-57) **Finance Officer Caccavo** advised that the District applied for FY19 SHSP for \$13,228 for 4 VHF radios and 12 web gear packs. FY16 SHSP received payment and anticipating another payment totaling \$13,176. Closed out the 2018 Fire Foundation Grant for the Welcome Packets for new residents.

### 10) PUBLIC DISCUSSION

In accordance with state law, an item not on the agenda may be brought forth by the general public for discussion. No action or discussion shall be undertaken, except that members of the board may briefly respond to statements or questions posed by the general public. In addition, on their own initiative or in response to questions posed by the public, the board members may ask a question for clarification; provide a reference to staff or other resources for factual information or request staff to report back to the board at a subsequent meeting concerning any matter. Furthermore, a member of the Board may take action to direct staff to place a matter of business on a future agenda.

**Fire Marshal McBroom** read a statement from **Jon Green** of the **Back Country Land Trust** updating the fuel reduction and habitat restoration efforts in November & December 2018. **Director Mann** asked about eucalyptus trees near **Alpine Creek**, **Fire Marshal McBroom** said that 58 trees will be removed with the FEMA grant that the District is still waiting on.

**Resident Bogdan Mandziuk** proposed having more fire breaks and defensible space that could be used for cycling throughout the County starting with **Alpine**.

### 11) DIRECTOR'S REPORTS

Items or reports from Board Members not printed on the Agenda may not be discussed by the Board, but if appropriate, will be placed on a future Agenda.

**Director Easterling:** no report.

**Director Mann:** no report.

**Director Price:** no report.

**Director Willis:** asked to have the staffing policy added to the February agenda for discussion. He added that once the UAL is covered he would like to see us get back to a four person operational staff. **Director Willis** then submitted a document entitled "Four Person Staffing Facts" created by Long Beach Firefighters union, Local 372, to be included.

5:30pm Adjourned to Closed Session.

### 12) CLOSED SESSION

a) California Government Code §54957.6

#### CONFERENCE WITH NEGOTIATORS

Negotiators: Mann, Taylor

Title: Local 2638, Safety

b) California Government Code §54956.9

#### CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION

*Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9*

Case: Workers' Compensation related case

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5:48pm Out of Closed Session  
Direction given, no action taken.

## 13) ADJOURNMENT

Motion to adjourn at 5:49pm.

(M/Willis

2nd/Price

Absent/Taylor

Approved 4-0)

## 14) NOTIFICATION OF NEXT MEETINGS

Next regular meeting will be held:

February 19, 2019 at 5:00 p.m.

Alpine Fire Station 17, (Meeting Room) 1364 Tavern Road, Alpine

**Minutes Approved:**

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Board Secretary

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Date