

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes July 21, 2021



These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:08 pm.

Pledge of Allegiance

Director Malin led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner

Directors Absent: Hillgren

Staff Present: Fire Chief Fred Cox; Deputy Chief Dave McQuead, Battalion Chief Dave Livingstone; Battalion Chief Cole Thompson; Volunteer Recruitment & Retention Coordinator Chief Frank Twohy; and Manager, Finance & Administration/ Board Clerk Alicea Caccavo

1. **Special Presentations**

- a. *President Ashcraft announced Sandra Reyes as the recipient of the Non-Safety Employee of the Year Award.*
- b. *President Ashcraft read aloud and presented a Proclamation to Battalion Chief Dave Livingstone in honor of his retirement August 1, 2021.*

2. **Motion waiving reading in full of all Resolutions/Ordinances**

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. **Consent Calendar**

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR MALIN, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as presented.

a) **Board of Directors Minutes**

- i) Board of Directors minutes of June 16, 2021

b) **Receive and File**

- i) Monthly/Quarterly Reports

(1) List of Demands Check 34009 thru 34116, Electronic File Transfers (EFT), and Wire Transfer(s) for the period June 1 – 30 totaling:	\$ 332,717.63
Wire Transfer(s) period June 1 – 30	\$ 350,259.98
Payroll for the period June 1 – 30	\$ <u>646,719.53</u>
TOTAL DISTRIBUTION	\$1,329,697.14

- (2) Activity Reports – June 2021

(a) Operations

(b) Training

(c) Fire Prevention

(d) Correspondence - letters/cards were received from the following members of the public:

- (i) *None received*

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c) Acceptance of Grant

- i) Accept grant of \$15,181.83 tentatively approved for the purchase of vehicle extrication and stabilization equipment Staff Report 22-01
Board accepted and acknowledged receipt of grant.

4. Public Comment

No one requested to speak to the Board

5. Old Business

None

6. Resolution/Ordinance

a. Resolution 2122-01

Resolution 2122-01 mirrored the Proclamation read by President Ashcraft during the Special Presentation section commending the Retirement of Battalion Chief David W. Livingstone.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE to approve Resolution 2122-01 with the corrected typos: insert "San" in paragraph number 4 and Local 4339 should be Local 4349 in paragraph number 5.

AYES: Ashcraft, Malin, Stine, Tanner
NOES: None
ABSENT: Hillgren
ABSTAIN: None

7. New Business

a. Acceptance of Donation

Fire Chief Cox explained how the air purifier operates. Chief Twohy presented the check for the 10 UVC LED Disinfecting Air Purifier to the board on behalf of the Rancho Santa Fe Fire District Foundation in the amount of \$1000.00. Chief Twohy reported that the Foundation was proud to support the safety of all the staff of the District. As the technology evolves, he anticipates that there will be more support in the purchase of these items.

Staff Report 22-02

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE to accept of \$1000 donation from the Rancho Santa Fe Fire District Foundation for 10 UVC LED Disinfecting Air Purifiers.

AYES: Ashcraft, Malin, Stine, Tanner
NOES: None
ABSENT: Hillgren
ABSTAIN: None

8. Oral Report

a. Fire Chief – Cox

i. District Activities:

Fire Chief Cox reported that on 7/20/21 a Leadership Training Seminar for the Captains and Chief Officers was held. It was hosted by local resident, Navy SEAL combat veteran and author of "Embrace the Suck" Brent Gleeson. The priorities in the seminar focused on mental resilience and the mission of the District.

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Lennar has given notice that they have completed all the homes in the Lakes. They have agreed to reimburse the District for the previous year and District staff is now working with them to have the subsequent development agreement assigned to the Homeowners Association.

ii. Zumaque Road hazardous fuel removal:

Fire Chief Cox reported that CalFire will be assigning crews to clean up the Zumaque creek crossing. There will be a meeting with Supervisor Desmond and his aides on 8/3/2021 at the crossing.

iii. Cal-JAC Program:

The North Zone agencies are moving towards using the California Firefighter Joint Apprenticeship Committee, Cal-JAC, for recruitment needs as the Palomar College JPA is in the process of dissolving. This new partnership will allow for a statewide list of candidates to recruit from. The District will still utilize Fire 98 for training hour reimbursement, however while the candidate is apprenticing through Cal-JAC the District's \$3.20 per training hour dollars will be held by Cal-JAC on the District's behalf. Chief responded to questions from the Board.

iv. RSFA/Patrol Tenant Improvements:

Fire Chief reported that the tenant improvements are starting in August.

b. Operations – Deputy Chief:

Deputy Chief McQuead reported there is an uptick in calls at 2000 this year so far. Crews are doing a lot of hazard calls for snake removals.

Chief McQuead reported on the current fires burning throughout the state and current deployments in the County.

c. Volunteer – Volunteer Recruitment & Retention Coordinator:

Chief Twohy reported that a total of 576 volunteer hours of service were granted to the community. Grant requested for Medic School.

d. Training – Battalion Chief: Not present.

Battalion Chief Thompson reported that there is currently an open recruitment for a Firefighter/Paramedic.

e. Fire Prevention – Fire Marshal: Not present.

Fire Chief reported that building is slow, there are tenant improvements in 4s Ranch area and an anticipated 4 story assisted living building coming to the area.

The AB38 inspections, that became effective January 1, are being performed utilizing the hourly rate for Fire Prevention currently. This Bill ensures that properties sold are retrofitted to ensure building codes and defensible space standards are being met.

f. Manager, Finance & Administration

i. HR: *Nothing to report.*

- ii. Finance: *Manager Caccavo reported that the assessed valuations came in and the growth looks to be an increase of 3.8%; budget reflects 3.5%. CalPERS preliminary investment returns are 21.3% for FY20/21. Private and public equity were the high earning classes. To date the total current market fund value is at \$473.59 billion as of 7/20. Funding Risk Policy has been triggered and there will be a reduction in the discount rate from 7% to 6.8%. The high return will hopefully offset the impact of the discount rate reduction. Once staff receives the updated pension tools they will run more scenarios. CalPERS Health insurance premium rates for calendar year 2022 will have an overall increase of 4.86% increase.*

iii. Board Clerk: *Nothing to report.*

d) Board of Directors

- i) North County Dispatch JPA – *President Ashcraft reported that North Comm will have the first in-house meeting August 25th.*
- ii) County Service Area – 17 – *Director Stine reported that the next meeting will be August 3rd. Chief Twohy expects an update on the consultant's report and advisory board for the contract.*

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iii) Director Comments


- (1) Director Malin: *Finance Committee met and are working on a quarterly report with unencumbered cash to send as an additional discretionary payment to CalPERS. They are also working on what percentage of depreciated equipment to hold as a reserve.*
- (2) Director Stine: *Director Stine expressed his neighbor's appreciation for the crews from Station 2 who came out and responded to a water line break; the response time was so quick that the insurance company said that hundreds of dollars in damage was prevented. Director Stine is currently helping to put together a proposal for prevention of the dangers of electromagnetic field (EMF) radiation as it pertains to firefighter health and wellness. Recent reports indicate that firefighters incur a 14% higher risk of cancer due to electric and magnetic field (EMF) radiation. At the recent Foundation meeting, 50% of the cost was approved to outfit the staff for healthy bio energy fields. Chief Twohy added that the resolution from the Foundation would like to support with a 50/50 split of \$15,000 - \$7500 by the District and \$7500 by the Foundation. The topic is to be reviewed by Health and Safety Committee's Battalion Chief Bennett and Captain Salameh and will be brought back to the Foundation. Rancho Santa Fe Fire Protection District would be the first District in the State of California to be EMF safe should it pass.*
- (3) Director Tanner: *Nothing to report.*
- (4) Director Ashcraft: *Nothing to report.*

9. **Adjournment**

Meeting adjourned at 2:31pm.



Alicea Caccavo
Board Clerk



James H. Ashcraft
President