

Rancho Santa Fe Fire Protection District  
Regular Board of Directors Meeting  
Minutes November 16, 2022



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*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 1:07 pm.

**Pledge of Allegiance**

Director Nancy Hillgren led the assembly in the Pledge of Allegiance.

**Roll Call**

Directors Present: Ashcraft, Hillgren, Malin, Stine, Tanner

Staff Present: Fire Chief Dave McQuead; Manager of Finance & Administration/Board Clerk Alicea Caccavo, and Battalion Chief Greg O’Gorman

Staff Delayed: Fire Marshal Marlene Donner

1. **Special Presentation**

- a. Fire Watch presentation by Caitlin Kreutz, Environmental Resource Coordinator, and Christy Whalen, Manager, of the Rancho Santa Fe Association.

***Ms. Kreutz presented on the capabilities of Fire Watch and how its impact can benefit the residents and the District in identifying areas of concern for fire prevention. Using technology and trends, ARC GIS can identify the health of vegetation. Ms. Kreutz answered questions from the board.***

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

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. **Consent Calendar**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar as presented.

a. **Board of Directors Minutes**

- Board of Directors minutes of October 2022

b. **Receive and File**

- Monthly/Quarterly Reports for the period October 2022:

- (1) List of Demands Check 35634 thru 35731, Electronic File Transfers (EFT), and Wire Transfer(s)  
totaling: \$ 268,544.34  
Wire Transfer(s) \$ 255,260.67  
Payroll \$ 652,186.11  
TOTAL DISTRIBUTION \$1,175,991.12

- (2) Activity Reports – October 2022

- (a) Operations
- (b) Training
- (c) Fire Prevention
- (d) Correspondence - letters/cards were received from the following members of the public:
  - (i) Thank you from Timothy S. Hamilton

4. Public Comment

**None**

5. Old Business

**None**

6. New Business

a. Board of Directors Meeting Calendar

To discuss and confirm the CY23 meeting schedule. Staff Report 22-20

**Board reviewed the calendar and moved the December meeting up one week to December 13, 2023.**

7. Resolution/Ordinance

a. Resolution 2022-25

**Fire Chief McQuead reported that this Amendment addresses health retirement savings reimbursement time frame, holiday pay, and defines uniform pay.**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to adopt Resolution No. 2022-25 – *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Adopting an Amendment to the Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Professional Firefighters Association – Local 4349 on a roll call vote:

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

b. Resolution 2022-26

**Manager Caccavo reported that this Amendment addresses health retirement savings reimbursement time frame and defines uniform pay only.**

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to adopt Resolution No. 2022-26 – *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Adopting an Amendment to the Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Fire Protection District Employees Association on a roll call vote:

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

c. Resolution No. 2022-27

**Fire Chief McQuead reported that California Special Districts Association (CSDA) which is the District's advocate for Special Districts. CSDA asks for support in opposing the Initiative that could restrict future revenue opportunities. The Initiative was created by the California Business Roundtable.**

MOTION BY DIRECTOR ASHCRAFT, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to table Resolution No. 2022-27 *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District to Oppose Initiative 21-0042A1 which Limits the Ability of Voters and State and Local Governments to Raise Revenues for Government Services – Initiative Constitutional Amendment to the next meeting to obtain more information.

d. Ordinance No. 2023-01

**Manager Caccavo reported that the code was missing the page for board president and attestation signatures.**

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to amend Ordinance No. 2023-01 *entitled* Ordinance of the Rancho Santa Fe Fire Protection District Which Adopts the 2022 California Fire Code and 2021 International Fire Code to include signature page 68/100.

8. Oral Report

a. Fire Chief:

**Chief McQuead introduced new Battalion Chief Greg O’Gorman to the board of directors. Chief O’Gorman thanked the board and conveyed that, on the few incidents he has run, the crews are impressive, and he is grateful to be part of the team.**

**10/25/2022 Fire Marshal Donner and Deputy Fire Marshal Lenehan presented to the community with insurance carriers and the RSF Association regarding defensible space, ordinance information, and latest legislation. Director Hillgren attended and conveyed that it was well attended and was well received.**

**11/1-11/3/2022 Staff attended the CalPERS Educational Forum in Anaheim. Next one will be held in October 2-4, 2023. Chief conveyed that the strategies the District is using are on par. The actuary reported that the -6.1% return was actually -7.5%; this was subsequently reported in additional breakout sessions at the forum.**

**11/16/2024 Second Annual Dale Mosby Memorial Golf Tournament held at the Del Mar Country Clubs. Thirty players and donations raised \$5000 for scholarship fund for educational assistance for prospective firefighters in honor of Captain Dale Mosby.**

**Chief McQuead reported meeting Mr. Hamilton who thanked all the efforts of Mark Smith, Defensible Space Inspector. Mr. Smith has received several accolades for job well done working with the community to abate their properties. The board thanked Mark Smith personally.**

b. Operations:

**Chief McQuead reported on recent incidents in the District. Engineer Martinez working on fuel moistures to ensure accurate data.**

c. Training:

**Chief McQuead reported that Command & Control training with other agencies for 3 days was successful. Probationary currently working on quarterly testing.**

**Palomar Fire Academy utilized training tower also.**

**The District is utilizing two new technologies: 1) narcotics to check of through Vector Solutions for DEA compliance and North Zone medical directors to sign off on; and 2) First Arriving dashboards set up throughout the districts buildings to convey information in real time.**

d. Fire Prevention

**Fire Marshal Donner reported that there are several in-fill projects, working on up sizing water mains for fire flow, working with Patrol on Knox keys in the District for gate access.**

e. Finance & Administration

**Manager Caccavo reported that staff is working on an audit for the Covid Cares money received previously, finalizing the annual financial audit, and the attorney fees from the recent litigation are approximately \$27,000 as of now. For recruitment, first offer letter went out to the Office Support Coordinator and one reserve has recently resigned.**

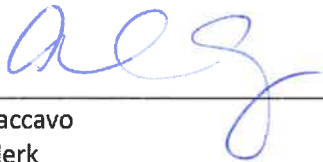
f. Board of Directors

- North County Dispatch JPA – **Chief McQuead reported that San Marcos Fire Chief Dan Baron will be the new Chair and Chief McQuead will be the new Co-Chair. Next meeting 11/30/2022.**
- County Service Area – 17 – **Staff would reach out to retired Chief Twohy to see if he attended and has notes.**

- Comments –
  - 1) Malin: **None**
  - 2) Stine: **Crosby security guard had an incident and was grateful for the crews responding. Board would like to have the Foundation added to the comments of the agenda. Director Hillgren suggested press release for the Rancho Santa Fe Fire District Foundation demonstrating their support for the District.**
  - 3) Tanner: **Family and friends threw Director Tanner a surprise 80<sup>th</sup> birthday party.**
  - 4) Hillgren: **Within four days, Director Hillgren was mother to the bride of one daughter, and her other daughter gave birth to their first grandbaby boy.**

9. Adjournment

*Meeting adjourned at 3:36pm.*

  
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Alicea Caccavo  
Board Clerk

  
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James H. Ashcraft  
President