

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes December 15, 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 1:01 pm.

Pledge of Allegiance

Retired Administrative Manager, Karlana Rannals, led the assembly in the Pledge of Allegiance.

Roll Call

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

Staff Present: Fire Chief Fred Cox; Deputy Chief Dave McQuead; Battalion Chief Luke Bennett; and Manager, Finance & Administration/Board Clerk Alicea Caccavo

1. Motion waiving reading in full of all Resolutions/Ordinances

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

2. 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 except for tabling item e. Acceptance of Grant to allow for the presenter to arrive.

a. Board of Directors Minutes

- Board of Directors minutes of November 17, 2021

b. Receive and File

- Monthly/Quarterly Reports

(1) List of Demands Check 34489 thru 34576, Electronic File Transfers (EFT), and Wire Transfer(s) for the period November 2021 totaling:	\$ 230,067.99
Wire Transfer(s) period November 2021	\$ 71,257.84
Payroll for the period November 2021	<u>\$ 826,137.87</u>
TOTAL DISTRIBUTION	\$ 1,127,463.70

(2) Activity Reports – November 2021

(a) Operations

(b) Training

(c) Fire Prevention

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

c. **Resolution No. 2021-25**

By motion and approval of the Consent Calendar, the Board of Directors adopted Resolution No. 2021-25 – *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Proclaiming A Local Emergency Persists, Re-Ratifying The Proclamation of a State Of Emergency by Governor Newsom’s Executive Orders N-25-30, Issued March 12, 2020; N-33-20 Issued March 19, 2020, and Re-Authorizing Remote Teleconference Meetings Of The Legislative Bodies of Rancho Santa Fe Fire Protection District for the Period December 17, 2021 through January 16, 2021 Pursuant to Brown Act Provisions.

d. **Resolution No. 2021-26 – Fire Chief Fred W. Cox**

By motion and approval of the Consent Calendar, the Board of Directors adopted Resolution 2021-26 – *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Honoring Fred W. Cox Retiring Fire Chief.

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e. Acceptance of Grant

To accept a grant of \$8,905.00 grant from the Rancho Santa Fe Fire District Foundation for the purchase of one (1) Multi-Force Door (forcible entry door simulator) to be used for training at the District's training facility. Staff Report 21-22

Tabled to later in the meeting to allow for time for the representative from the Rancho Santa Fe Fire District Foundation to arrive.

3. Public Comment

No one requested to speak to the Board.

4. Public Hearing

a. Ordinance No. 2022-01

Ordinance No. 2022-01 *entitled* An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and repealing Ordinance 2019-01.

President Ashcraft opened the final public hearing. The Board Clerk informed the members that no one had submitted any correspondence in favor or protest to the ordinance. President closed the public hearing. The Ordinance to take effect February 1, 2022.

b. Ordinance No. 2022-02

Ordinance No. 2022-02 *entitled* An Ordinance of the Rancho Santa Fe Fire Protection District for Vegetation Management, and Declaring Certain Vegetation, and Certain Waste Matter a Public Nuisance and Providing for the Removal Thereof, and Repealing Ordinance 2019-02

President Ashcraft opened the final public hearing. The Board Clerk informed the members that no one had submitted any correspondence in favor or protest to the ordinance. President closed the public hearing.

c. Ordinance No. 2022-03

Ordinance No. 2022-03 *entitled* An Ordinance of the Rancho Santa Fe Fire Protection District declaring that all parcels of land within the boundaries of the Rancho Santa Fe Fire Protection District are to remain in compliance with any local ordinances, including proof of compliance upon transfer of real property.

President Ashcraft opened the final public hearing. The Board Clerk informed the members that no one had submitted any correspondence in favor or protest to the ordinance. President closed the public hearing.

5. Resolution/Ordinance

a. Ordinance No. 2022-01

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR TANNER, to ADOPT Ordinance No. 2022-01 *entitled* An Ordinance of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Fees for Services by Reference to the California Health and Safety Code Section 13916 and Section 13919 and repealing Ordinance 2019-01 on a roll call vote:

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

b. Ordinance No. 2022-02

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, to ADOPT Ordinance No. 2022-02 *entitled* an ordinance of the Rancho Santa Fe Fire Protection District repealing Ordinance No. 2019-02 and enacting Ordinance No. 2022-02 relating to vegetation management, defensible space, and declaring certain vegetation, and certain waste matter a public nuisance, and providing for the removal thereof on a roll call vote:

AYES: Ashcraft, Hillgren, Malin, Stine, Tanner

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NOES: None
 ABSTAIN: None
 ABSENT: None

c. Ordinance No. 2022-03

Chief Cox reported that AB38 is required by the state covering all properties in fire severity zones of which our District has three: medium, high, and very high. Since fire behavior has no boundaries, this ensures that all parcels will meet that standard.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, to ADOPT Ordinance No. 2022-03 *entitled* an ordinance of the Rancho Santa Fe Fire Protection District declaring that all parcels of land within the boundaries of the Rancho Santa Fe Fire Protection District are to remain in compliance with any local ordinances, including proof of compliance upon transfer of real property on a roll call vote:

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

6. Old Business

a. Board of Directors Meeting Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the meeting calendar with the following revised dates:

Regular Meeting Date – 2022	Rescheduled Special Meeting Date – 2022
April 20	April 13
December 21	December 14

7. New Business

a. **Appoint Alternate to Public Agency Self Insurance System (PASIS) Board of Directors**

Manager Caccavo summarized Staff Report 21-24 provided. The PASIS Bylaws state that the Board of Directors must identify a representative and alternate. The staff report recommends Alicea Caccavo, Manager, Finance & Administration continues as the representative, and Dave McQuead, Fire Chief as the alternate to the Public Agency Self Insurance System (PASIS) Board of Directors. Staff responded to questions from the board.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the staff recommendation to appoint Alicea Caccavo, Manager, Finance & Administration as the representative, and Dave McQuead, Fire Chief as the alternate to the Public Agency Self Insurance System (PASIS) Board of Directors.

b. **CalPERS Unfunded Accrued Liability (UAL)**

Manager Caccavo reported that currently the District has budgeted \$552,500 for an additional discretionary payment (ADP) and to draw \$447,500 from the General Fund the District would be able to make an ADP of \$1,000,000. Director Malin added that the latest reports from CalPERS do not seem to indicate what will happen until next August and he is in support of a \$1 million ADP.

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the staff recommendation to authorize a discretionary additional payment of \$1 million to CalPERS and allocate appropriately to the plans that provide the greatest savings.

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Battalion Chief Sherwood entered the meeting at 1:27pm

8. Oral Report

a. Fire Chief – Cox

• District Activities:

Chief Cox reported there is a tentative agreement with the Lakes HOA; they are interested in the fixed rate option with an option to buy out each year using the present value; legal counsel Steve Fitch will be drawing up the contract.

CalFire finished the south side of the Zumaque fuel project; they will not do the creek crossing due to the rain; the west side will be looked at next year. Chief Cox suggests to work with the County and the conservancy to get the creek crossing addressed.

Station 1 remodel is moving along, North Comm is waiting on back ordered furniture and the Patrol moved in. The leases are all executed.

b. Operations – Deputy Chief

Chief McQuead reported on the previous months incidents including an Echo Lane fire the day after Thanksgiving.

Director Ashcraft requested information on 3G in 2023 that will not work with cell phones for 911 calls; the issue depends on the carrier; information regarding this issue has been added to the website and will be in the editorial section of the Rancho Santa Fe Review.

In the Community, the District delivered Santa to the Farms Clubhouse for the Holidays.

For the 6th year, provide the EMS component for the Keeping it Rural event in Elfin Forest.

Fuel moistures are dropping down, no real true Santa Ana winds in San Diego; more rain coming.

c. Volunteer Recruits

Chief Sherwood reported that Barkhimer and Cantrell have taken over the program; interviews on December 23rd to bring the numbers back up to 10 in the reserve academy; currently at 6 recruits. Looking to do 2 academies per year.

d. Training – Battalion Chief

Chief Sherwood reported that there will be testing: Engineer testing in March, Captain testing in April and reserve academy in February. Training with San Marcos involving restringing lines for access.

e. Fire Prevention – Fire Marshal

Chief Cox reported that prevention is staying busy; no big projects in the near future.

f. Administrative Manager/Manager, Finance & Administration

Manager Caccavo reported that a conditional letter went out to the Fire Service Assistant applicant, moving him into backgrounds.

Working on year end items.

Retired Manager Rannals reported that she is working on the payroll program which should last 10-15 years. Current payroll system was implemented in 1992.

g. Board of Directors

- North County Dispatch JPA – *Director Ashcraft reported that the 3G issues and the move in were all that came from the meeting.*
- County Service Area – 17 – *Director Hillgren reported that the next meeting will be in February.*
- Comments –
 - (1) Malin: none
 - (2) Stine: none
 - (3) Tanner: none
 - (4) Hillgren: none
 - (5) Ashcraft: *Rancho Santa Fe Fire District Foundation has been great to our District and how much the District and the Board members appreciates their support.*

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e. Acceptance of Grant Tabled from Consent Calendar

Chief Cox reported that the Foundation previously requested a wish list from staff for items needed, the multi-force door simulator was the first priority. Chief Cox conveyed how impressed he is by the Foundation and all their efforts. Foundation Board Member Twohy explained the history of the Foundation. He also reported that the prop improves firefighter safety and the safety of our community.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, to ACCEPT the grant of \$8,905.00 grant from the Rancho Santa Fe Fire District Foundation for the purchase of one (1) Multi-Force Door (forcible entry door simulator) to be used for training at the District's training facility. Staff Report 21-22

9. Closed Session

CONFERENCE WITH LABOR NEGOTIATORS

a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

Agency Negotiators: Jim Ashcraft, Randy Malin

Unrepresented Employees: Fire Chief; Deputy Chief; Battalion Chief (4); Fire Marshal and Manager, Finance & Administration

Under Negotiation: Successor Compensation Resolution

All board members listed and Chief Cox, Deputy Chief McQuead and Manager Caccavo attended and participated in this discussion.

Upon reconvening to open session, President Ashcraft announced that the Board direction given no action taken.

10. Special Presentation (Time Certain – 3:00 pm)

a. Presentation of Proclamation/Resolution – Fire Chief

Director Ashcraft welcomed all in attendance and presented the Proclamation to Fred W. Cox Fire Chief in recognition of his service to the Rancho Santa Fe Fire Protection District and wished him well on all future endeavors.

b. Badge Presentation – Fire Chief Presentation of Fire District Badge by the Rancho Santa Fe Fire Protection District Board of Directors will be presented to:

- David McQuead – Fire Chief

Director Ashcraft presented the badge and collar brass to newly promoted Fire Chief Dave McQuead. Badge and pinning were done by Chief McQuead's family. Fire Chief McQuead thanked the Board and addressed the staff and the Board with his acceptance speech.

11. Adjournment

Meeting adjourned at 4:33pm

Alicea Caccavo
Board Clerk

James H. Ashcraft
Board President