

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
Wednesday, January 11, 2023, 5:30 pm**

MINUTES

President Robles called the meeting to order at 5:30 pm.

BOARD MEMBERS PRESENT Directors McKenna, Muns, Nelson, Pierce, Raddatz, Robles, and Woodruff

BOARD MEMBERS ABSENT None

STAFF PRESENT Fire Chief Brainard, Division Chiefs Browning and Lawler, Battalion Chief Quinlan, Administrative Officer/Finance Officer (AO/FO) Harris, and Deputy Fire Marshal Newman

Director Woodruff led the Pledge of Allegiance.

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of January 11, 2023, was posted at District Headquarters on Friday, January 6, 2023, at 5:00 pm.

PUBLIC COMMENT

None.

SPECIAL PRESENTATION

Chief Brainard presented Director Ek with an award and thanked him for his service as a Board Director from December 2014 to November 2022.

Division Chief Browning introduced Captain Bob Lundstrom as the new Reserve Firefighter Coordinator. Captain Lundstrom invited Reserve Firefighters Dylan Thompson, Ryan Cates, Shannon Bloom and Jon Kaiser to have their badges pinned on by loved ones.

Battalion Chief Quinlan invited Firefighter Paramedic Kevin Nasca to have his badge pinned on by loved ones.

The Board Meeting took an intermission from 5:45 – 6:02 pm.

CONSENT AGENDA ITEMS

Upon a motion by Director Pierce, second by Director Woodruff, and vote (unanimously in favor), the Consent Agenda was approved.

1. Approve the Minutes - Regular Meeting of December 14, 2022
2. Approve Board Member Stipend Payments

INFORMATIONAL AGENDA ITEMS

3. Facilities Condition Assessment – Operations Division Chief Browning will discuss the Facilities Condition Assessment.

Division Chief Browning presented the Facilities Condition Assessment to the Board of Directors and discussed the different methodologies utilized and the top ten projects outlined in the assessment. AO/FO Harris presented the financial information of the assessment. Hard copies and electronic version were available after the meeting.

ACTION AGENDA ITEMS

4. Board Committee Selections – The Board President will make the committee selections for calendar year 2023.

By Board Consensus, the selections were approved (**See ATTACHMENT A**).

5. Refurbish San Miguel Fire & Rescue Headquarters – The Board of Directors may take action based on a recommendation for the refurbishment of headquarters located at 2850 Via Orange Way, Spring Valley, CA 91978.

Chief Brainard shared that \$250,000 is needed to complete the renovation of Headquarters as well as \$200,000 for IT equipment upgrades to the Board and Conference rooms.

Upon a motion by Director Nelson, second by Director Raddatz, and vote (unanimously in favor), funds for refurbishment of headquarters were approved.

REPORTS

6. Committee Reports
Director Robles shared that Negotiations are ongoing.

7. Directors' Reports

Directors McKenna and Nelson thanked Local 1434 for hosting the Holiday Party / Retiree Celebration.

Director Nelson also acknowledged San Miguel crews for their patient care and bedside manner.

Director Woodruff attended a San Miguel Christmas event and rode with Chief Brainard and witnessed how auto accidents and medical emergencies are handled. Director Woodruff saw crews in action on an apartment fire and commended the District on systematic and organized handling of such incidents.

Director Pierce requested an action item at the next meeting to consider changing the day/time of the regularly scheduled Board meetings.

8. Chief's Report
 - No items from the December 14, 2022, Board Meeting Action Plan Recap
 - LAFCO Ballot – Handout
LAFCO is seeking nominations for Special District Representative/Alternate.

- Significant Incidents
 - Dec 25, 9934 Juan St. Second Alarm Multi-family Struct Fire
 - Jan 1, 1624 Folkstone Structure Fire \$700,00
 - Jan 4, 931 Grand Ave. Multi-family Structure Fire
- 9. Association of San Miguel Chief Officers Communications
Battalion Chief Christiansen shared that the Chief Officers are looking forward to finalizing negotiations. Chief Officers are developing a Captain's Academy along with the District's Captain Training Officers and are preparing for a Battalion Chief's test.
- 10. Association of San Miguel Firefighters Communications
Captain Mike Hays shared that he has many objectives and goals moving forward as Local 1434 President, including improving communication. Captain Hays attended the Operations Meeting on January 5, 2023, has invited Chief Officers to attend Local 1434 meetings, and will meet with other Zone unions. The Holiday Party was a success and the annual Golf Tournament is currently slated for May 16, 2023. He asked to please contact Captain Hays or Engineer Arruda if interested in sponsoring or playing in the tournament.
- 11. Correspondence
None.

CLOSED SESSION AGENDA ITEMS

President Robles adjourned the meeting to Closed Session at 7:07 pm.

- 12. Closed Session – Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Directors McKenna, Robles, & Attorney Joseph Sanchez
Employee Organization: Association of San Miguel Firefighters IAFF Local 1434
- 13. Closed Session - Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Directors McKenna, Robles, & Attorney Joseph Sanchez
Employee Organization: Chief Officer's Association of San Miguel
- 14. Closed Session - Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Directors McKenna, Robles, & Attorney Joseph Sanchez
Unrepresented Employees: Division Chief, Deputy Fire Marshal, Administrative Officer/Finance Officer, Administrative Analyst, Human Resources Specialist, Accounting Specialist, Administrative Assistant, Fire Inspector(s), Fire Services Officer
- 15. Closed Session – Liability Claim
(Section 54956.95 of the Government Code)
Kevin Clark and Robert Pumphrey

President Robles reconvened the meeting to Open Session at 8:04 pm.

ACTION AGENDA ITEMS

- 16. Resolution 23-01 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Relating to the Industrial Disability Retirement of Captain Kevin Clark – The Board of Directors will consider adopting this resolution.
Upon a motion by Director Muns, second by Director Nelson, and vote (unanimously in favor), Resolution 23-01 was approved.

17. Resolution 23-02 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Relating to the Industrial Disability Retirement of Engineer Robert Pumphrey – The Board of Directors will consider adopting this resolution.
Upon a motion by Director Pierce, second by Director Nelson, and vote (unanimously in favor), Resolution 23-02 was approved.

ACTION PLAN RECAP

- Provide Facilities Condition Assessment via email or print
- Action agenda item for discussion of regular meeting change

*The next Board Meeting will be a Regular Meeting, **February 8, 2023, 5:30 pm**, District Headquarters*

President Robles adjourned the meeting at 8:07 pm.

Prepared and submitted by:

Shayna Rians

Board Recording Secretary



**SAN MIGUEL CONSOLIDATED FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

2023 Officers and Commissions/Committees

President	Director Robles
Vice President	Director McKenna
Board Secretary	Director Pierce
Recording Secretary	District Administrative Staff

Commission/Committee	Primary	Alternate
Heartland Training Facility <i>Meets the 2nd Thursday of January, April, July & October – 1600 hrs 1301 N Marshall Ave, El Cajon, CA 92020</i>	Pierce	Nelson
Heartland Communications <i>Meets the 4th Thursday of January, April, July & October – 1600 hrs 8054 Allison Ave. La Mesa, CA 91942 (next door the Heartland La Mesa, Station 11)</i>	Muns	Raddatz
CSDA, San Diego Chapter <i>Meets the 3rd Thursday of each quarter https://www.csdanet.org/about-csda/chapters-networks/chapter-san-diego</i>	Pierce	Woodruff
Finance	Nelson, Raddatz and Robles	
Negotiations	McKenna, Muns and Robles	
Station 21 Adhoc	McKenna, Muns and Nelson	
Board Policy Manual	McKenna and Robles	
ERAF Adhoc	McKenna, Raddatz and Robles	
FAIRA Representative	Chief Brainard	AO/FO Harris
PASIS Representative	AO/FO Harris	Chief Brainard