

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
September 11, 2019**

Minutes

President Raddatz called the meeting to order at 5:31 pm.

Board Members Present: Directors Ek, Kiel, McKenna, Nelson, Raddatz, Rickards and Vacio

Board Members Absent: None

Staff Present: Fire Chief Brainard, Officer/Finance Officer Harris, Deputy Fire Marshal Grimes and Administrative Assistant Rians

Approval of Agenda: [By Board Consensus, the agenda was approved.](#)

The Agenda for the Regular Meeting of September 11, 2019 was posted at District Headquarters on Friday, September 6, 2019, at 5:00 pm.

Pledge of Allegiance: Director Vacio led the Pledge of Allegiance.

Public Communications: Resident Marina Luciano spoke about Fire Prevention Services and weed abatement.

CONSENT AGENDA ITEMS

[Upon a motion by Director Kiel, second by Director Rickards, and vote \(unanimously in favor\), the Consent Agenda was approved.](#)

1. Approve the Minutes: Regular Meeting of August 12, 2019
2. Approve Board Member Stipend Payments.

ACTION AGENDA ITEMS

3. Ordinance 2019-2 (First Reading) – An Ordinance of the Board of Directors of the San Miguel Consolidated Fire Protection District Which Adopts the California Fire Code, 2019 Edition, and 2018 International Fire Code With Certain Amendments, Additions, and Deletions and Repealing Ordinance 2016-1. The Board of Directors will consider adopting the First Reading of Ordinance 2019-2.

[Upon a motion by Director Vacio, second by Director Ek, and vote \(unanimously in favor\), the First Reading of Ordinance 2019-2 was adopted.](#)

4. Public Hearing – 2019/2020 Fiscal Year Final Budget – The Board of Directors will conduct a public hearing and may adopt the 2019/2020 fiscal year final budget.

President Raddatz opened the Public Hearing at 5:42 pm. With no public comment, the Public Hearing was closed at 5:43 pm.

The Board of Directors discussed the budget and made comments on the recession plan that is in the process of being implemented. There were questions on how the priorities were established and the next steps. The Finance Committee members noted that the budget was reviewed page by page prior to it being presented to the full board. There was discussion on where money would be allocated in the future for reserves. Board Members discussed the importance of revenue streams. Administrative Officer/Finance Officer Harris discussed the different projects that are currently in progress to determine revenue and expense trends and other analysis that will continue to help with the sustainability of the District.

Upon a motion by Director Rickards, second by Director McKenna and vote (unanimously in favor), the 2019/2020 Final Budget was adopted.

5. Allocation of 2018/2019 General Fund Revenue – The Board of Directors may accept the recommendation of where to allocate General Fund Revenue into Reserve Funds.

Upon a motion by Director McKenna, second by Director Vacio, and vote (Ek, McKenna, Nelson, Raddatz, Rickards and Vacio in favor, Kiel opposed), the recommended allocation of 2018/2019 General Fund Revenue was approved.

6. Monitor Purchases – The Board of Directors may approve the purchase of Zoll X Series Cardiac Monitors.

Upon a motion by Director Rickards, second by Director Nelson, and vote (unanimously in favor), the purchase of Zoll Monitors was approved.

INFORMATIONAL AGENDA ITEMS

7. Community Facilities District (“CFD”) Information Update
Chief Brainard shared information regarding a potential revenue stream in developing a CFD. Lutfi Kharuf of BB&K provided additional details. At the request of Director McKenna, this will be brought back as an Action Agenda Item.
8. Retiree Medicare and the CalPERS Health System Informational Forum Update
The informational presentation was offered at the end of August and had approximately 25 retirees in attendance. A committee has been formed to quantify questions and clarify concerns.
9. Reports
 - a. Committee Reports
Directors McKenna and Nelson attended the Finance Committee meeting, and Director Rickards will be attending his first CSA 69 meeting tomorrow, 9/12.
 - b. Directors’ Reports

Director Ek recalled that filling the Training Battalion Chief position was deferred until after the Final Budget was adopted. Now that it is adopted, Director Ek would like the Training Battalion Chief position brought forth as an Action Agenda Item.

- c. Chief's Report / Monthly Activity Report
Chief Brainard shared information on two recent Strike Team deployments. He also announced OES410 being placed into service and provided two handouts highlighting San Miguel personnel delivering Service Beyond Expectations.
- d. Association of San Miguel Firefighters Communications
Vice President Shinn shared that Engineer Hille participated in multiple 9/11 memorial stair climbs, and that a Legends Breakfast will be hosted at Station 19 on September 15.
- e. Association of San Miguel Chief Officers Communications
Battalion Chief Lawler spoke briefly, thanking the Board and Finance Committee for their work on the annual budget, and noted the District's financial health.
- f. Correspondence
Chief Brainard received a letter commending Captain R. Clark, Engineer Hofmann, and Firefighter Paramedics Delgadillo and Diehl for their structure defense while deployed as part of Strike Team #6440A in Murrieta, CA.
- g. Action Plan Recap
Community Facilities District Information brought back as an Action Agenda Item (requested by Director McKenna) and the Training Battalion Chief position to be brought back as an Action Agenda Item (requested by Director Ek).

President Raddatz adjourned the meeting to Closed Session at 8:18 pm.

CLOSED SESSION

1. Closed Session – Public Employee Performance Evaluation (Government Code §54957)
Title: Fire Chief
2. Closed Session – Public Employee Discipline/Dismissal/Release/Reassignment
(Government Code §54957)

Reconvene to Open Session: President Raddatz reconvened the meeting to Open Session at 9:11 pm with no action taken.

Next Meeting – Regular Meeting, October 9, 2019, 5:30 pm, District Headquarters.

President Raddatz adjourned the meeting at 9:11 pm.

Prepared and Submitted by:

Shayna Rians

Shayna Rians
Administrative Assistant
Board Recording Secretary