



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

JANUARY 27, 2009

5:00 p.m.

**FALLBROOK PUBLIC UTILITY DISTRICT
990 EAST MISSION ROAD
FALLBROOK, CALIFORNIA**

CALL TO ORDER

ROLL CALL

INVOCATION BY CHAPLAIN DAVE HELMAN

PLEDGE OF ALLEGIANCE

PUBLIC ACTIVITIES AGENDA

For those joining us for the Public Activities Agenda, please feel free to depart at the close of the agenda. We invite you to stay for the remainder of the business meeting.

1. **Public Comment** (pgs. 1-2) :

- *Standing Item:* Members of the Public may directly address the Board of Directors on items of interest to the Public provided no action will be taken on non-agenda items. The Board President may limit comments to three minutes per speaker (Board of Directors Operations Policy § 7, ¶ B, Subpara. 3).

2. **Recognition of Retiring Employees - Chief Metcalf** (pgs. 3-6)

- *Recognition for three retiring employees: Captain Steve Cate; Engineer Steve Gresoro; and Captain Michael Hill.*

3. **Third and Fourth Quarter Review of Board Recognition Program — Chief Metcalf** (pgs. 7-16)

- *Review and select employees for quarterly awards.*

4. **Employee Oath of Office — Chief Metcalf** (pgs. 17-18)

- *Swearing-in and Badge Pinning for New and Promoting Employees.*

Note: This agenda was posted at the entrance of North County Fire Protection District, Fallbrook Public Utility District and Roy Noon Meeting Hall January 22, 2009. The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, District business. If you need assistance to participate in this meeting, please contact the District Office 24 hours prior to the meeting at (760) 723-2012. Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet, are available for public inspection in the Office of the Board Secretary, located at 315 E. Ivy Street, Fallbrook (760) 723-2012, during normal business hours or may be found on the District website at <http://www.ncfireprotectiondistrict.org>, subject to the Staff's ability to post the documents before the meeting."



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ACTION AGENDA

CONSENT ITEMS:

All items listed under the Consent Items are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board action on the motion, unless members of the Board, Staff or public request specific items be removed from the Consent Agenda.

5. **Approve Regular Board Meeting Minutes, December 9, 2008** (pgs. 19-26)
➤ Standing Item: Review and approve minutes from the December 2008 meeting as presented.
6. **Approve Special Board Meeting Minutes, January 13, 2009** (pgs. 27-32)
➤ Standing Item: Review and approve minutes from the January 13, 2009 meeting as presented.
7. **Approve Financial Report December 2008** (pgs. 33-40)
➤ Standing Item: Review and approve Financial Report for December 2008 as presented.
8. **Approve Policies and Procedures** (pgs. 41-42)
➤ Standing Item: None
9. **Review and Approve Overtime Tracking Report for the Second Quarter 2008/2009** (pgs. 43-44)
➤ Standing Item: Review and approve Report for the Second Quarter 2008/2009 as presented. Report reflects overtime expenditures totals for the Second Quarter were at 82%, which is 32% above 50% of the budget, with \$137,798.00 received in reimbursement and an additional \$235,684.00 reimbursement expected.
10. **Review and Approve Emergency Statistics Report – Second Quarter FY 2008/2009** (pgs. 45-50)
➤ Quarterly Report: Review and approve Report for the Second Quarter 2008/2009 as presented. Demonstrates a decrease of 18.42% in total activity over during the period of measurement, predominantly due to the Rice Fire Incident.
11. **Review and Approve Training Report – Second Quarter FY2008/2009** (pgs. 51-54)
➤ Quarterly Report: Review and approve Report for the Second Quarter 2008/2009 as presented. Demonstrating staff exceeded required training hours.
12. **Review and Approve Fire Prevention Report – Second Quarter FY 2008/2009** (pgs. 55-60)
➤ Quarterly Report: Review and approve Report for the Second Quarter 2008/2008 as presented. Building permits and occupancy were down from last year at this time, but inspections were increased due to the revamped Engine Company Inspection Program; weed abatement process continues to keep violations low, with an increase of approximately 1/3 over last year's inspections; the District continues with its been fire awareness training.
13. **Review and Approve Customer Satisfaction Survey Program Results – Fourth Quarter 2008** (pgs. 61-70)
➤ Quarterly Report: Review and approve Report for the Fourth Quarter 2008 as presented. Final 2008 quarterly report continues to reflect customer satisfaction is at a high level, increases in the Service and Sympathy Card activities.



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14. **Review and Approve Annual Health and Safety Report – Year 2008** (pgs. 71-88)
➤ *Annual Report: Review and approve Annual Report in order to continue participation in SDRMA's Credit Incentive Program.*
15. **Review and Approve Maintenance Division Report – Second Quarter FY 2008/2009** (pgs. 89-90)
➤ *Quarterly Report: Review and approve Report for the Second Quarter 2008/2009 as presented. The District realized \$1,820.00 in revenue for the second quarter, which is a decrease over the same time last year.*

ACTION ITEMS:

16. **Review and Approve the Annual Audit for Fiscal Year 2007-2008 - Deputy Chief Torchia, F/S Timmers and Chief Metcalf** (pgs. 90-152)
➤ *Annual Report: Staff from Hosaka, Nagel and Company will be present to give an overview of the audit.*
17. **Review and Approve Extension of Fire Hydrant Maintenance Contract for 2009 - D/C Morel** (pgs. 153-156)
➤ *Staff recommends that the contract with 24 Hour Fire Protection be granted a second extension.*
18. **Review and Approve Surplus of Property & Vehicles - Deputy Chief Torchia** (pgs. 157-158)
➤ *Staff recommends the Board declare certain items of property and vehicles surplus.*

DISCUSSION AGENDA

19. There are no discussion items for the January 27, 2009 meeting (pgs. 159-160).

LEGAL COUNSEL REPORT:

“Employee Reinstated to Previous Position Must Be Given the Same Duties and Responsibilities as Before and Not Simply the Same Title and Salary” (pgs. 161-162)

WRITTEN COMMUNICATION: (pgs. 163-170)

WRITTEN COMMUNICATION:

- Thank you from community member for protection during the Juliet Fire
- Thank you from Veterans of Foreign Wars re: Veteran's Day Participation
- Issues In Emergency Services: Big Questions to Ask the Chief

BOARD RECOGNITION PROGRAM:

- See Item #3.



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NEWS ARTICLES: As attached (pgs. 171-180).

COMMENTS/QUESTIONS (pgs. 181-182):

- Staff:
 - Chief Metcalf
 - Senior Staff

- Board

- Bargaining Groups

- Public Comment

CLOSED SESSION

The Board will enter closed session to discuss items as outlined herein. As provided in the Government Code, the public will not be present during these discussions. At the end of the Closed Session, the Board shall publicly report any action taken in closed session (and the vote or abstention on that action of every member present) in accordance with Government Code § 54950 et. seq.

1. There are no Closed Session items for the January 27, 2009 meeting (pgs. 183-184).

ADJOURNMENT