

1 April 26, 2011

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 Vice President Munson called the meeting to order at 17:00.

5 **THE INVOCATION GIVEN BY CHAPLIAN HELMAN.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Harris, Hooper, Munson and Schaden.

9 **Absent:** Director Thuner

10 **Staff Present:** Fire Chief/CEO Metcalf, Attorney James and Board Secretary
11 Stephen-Porter. In the audience were: Deputy Chief Torchia, Battalion Chief Abbott, D/C
12 Lane, F/S Timmers and members of the public and Association.

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14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** Vice President Munson addressed the audience and inquired
16 whether there were any public comments regarding items not on the Agenda. There being
17 no comments, the public comment section was closed.

18 2. **FIRST QUARTER 2011 AWARDS FOR BOARD RECOGNITION PROGRAM — CHIEF METCALF**
19 **AND B/S STEPHEN-PORTER:** Ms. Stephen-Porter presented the report to the Board for their
20 selection of employees for the quarter. Director Hooper made a motion to recognize A/S
21 Kathy Ford, noting that her efforts were above and beyond those expected of her in her
22 position. The motion to recognize Ms. Ford was seconded by Director Schaden and was
23 approved unanimously.

24 **ACTION AGENDA**

25 **CONSENT ITEMS:**

26 3. **APPROVE REGULAR BOARD MEETING MINUTES, MARCH 2011**

27 4. **REVIEW AND ACCEPT FINANCIAL REPORT FOR MARCH 2011**

28 5. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

30 6. **REVIEW EMERGENCY SERVICE OVERTIME TRACKING REPORT FOR THE THIRD QUARTER**
31 **2010/2011**

32 7. **REVIEW AND APPROVE CUSTOMER SATISFACTION SURVEY PROGRAM RESULTS — FIRST**
33 **QUARTER 2011**

34 Vice President Munson inquired whether there were any questions on Items 3-7. Chief
35 Metcalf requested that Item 3 be pulled for correction. He noted changes in the minutes to
36 reflect correction in the grant amounts, with approximately \$140,000 of the grant funding a
37 microwave tower system for communications link between the stations, as well as the
38 District and Dispatch. Bandwidth and communications reliability will improve significantly.
39 After installation, the District will discontinue use of the multiple T-1 lines, for a savings of
40 \$30,000/year. The portion of the grant is designated for updates for the self-contained
41 breathing apparatus (SCBA) used by Rainbow Volunteer Fire Department. The grant will
42 upgrade their equipment to current technology and assure it is compatible with District
43 equipment. Director Hooper noted the outstanding comments in the Customer Satisfaction
44 Survey, noting the number of positive responses. D/C Lane discussed the rationale and
45 efforts to have all crews sending out service cards at the same level of activity. At the
46 conclusion of this discussion, there being no further matters, Vice President Munson asked
47 for a motion to approve the consent agenda as modified. Director Hooper made a motion
48 to approve Items 3-7, with Item 3 modified as recommended. The motion, which was
49 seconded by Director Harris, passed unanimously.

50 **ACTION ITEMS:**

51 8. **REVIEW AND APPROVE MODIFICATION TO AUTOMATIC AID AGREEMENT BETWEEN NORTH**
52 **COUNTY FIRE PROTECTION DISTRICT AND DEER SPRINGS FIRE PROTECTION DISTRICT — D/C**

53 **LANE:** D/C Lane presented the modified Agreement to the Board, noting this is a long-
54 standing agreement between the District and the changes are mainly housekeeping
55 changes. He noted an addition to the agreement was made as a result of the changes in
56 the drop boundaries agreement. The changes permit the Districts and their EMS providers
57 to bill in the District's EOA when responding as the closest resource. Discussion ensued
58 regarding how this will affect the District. It was noted that sending of closest resource

69 generally yields the best results for patient outcomes. On a motion by Director Hooper,
60 which was seconded by Director Schaden, the motion to approve the Agreement as
61 presented and to authorize Chief Metcalf to execute the documents was unanimously
62 approved.

63 9. **REVIEW REQUEST AND AUTHORIZE BOARD PRESIDENT AND STAFF TO SEND LETTER TO**
64 **COUNTY OF SAN DIEGO CHIEF ADMINISTRATIVE OFFICER REGARDING ACCURACY OF TAX**

65 **REVENUE PROJECTIONS AND REPORTS:** Chief Metcalf informed the Board that the Staff had
66 gone to great lengths to accurately determine the estimated property tax revenue from San
67 Diego County. He noted it has always been a challenge, to the point that the District has
68 contracted with a private outside firm to review property tax assessed valuation and to
69 provide separate and independent estimates of property tax receipts. Even with this
70 assistance, this year the unpredictability and variation between initially projected property
71 tax receipts and actual payments received from the County far exceeded the District's
72 previous experience. This causes significant stress on the budgeting process and makes
73 responsible fiscal planning difficult. In fact, the last payment was \$475,000 below what the
74 District believed it would be receiving. Requests to the County Departments involved have
75 resulted in finger-pointing and denials of responsibility. Chief Metcalf asked to be allowed
76 to work with President Thuner to develop a letter to the County's CAO and Supervisor
77 Horn, explaining how the lack of coordination has hampered District fiscal responsibility
78 and requesting assistance toward resolution of the information bottleneck. On a motion by
79 Director Schaden, seconded by Director Harris, the motion was approved as presented.

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81 **DISCUSSION AGENDA**

82 10. **DISCUSSION OF IMPACT OF LIBERTY QUARRY ON NORTH COUNTY FIRE PROTECTION**
83 **DISTRICT SERVICES — DIRECTOR HOOPER AND CHIEF METCALF:**

84 Director Hooper requested a
85 discussion of the Liberty Quarry matter because he believes it is a situation that impacts
86 the District and the District has no input to the process of approving the project. He gave
87 an overview of his concerns with regards to additional traffic, fire hazards in a
wildland/urban interface area and concerns about heavy equipment in a significant fire

88 zone. He asked the Board to consider making a position statement on behalf of the
89 District regarding these concerns. In particular, Director Hooper noted the difficulties that
90 could arise in Santa Ana wind conditions. It was noted that with the Project being located
91 in Riverside County, the Quarry will be required to comply with the Riverside County
92 Ordinance 787, including its special construction provisions, and the Riverside County Fire
93 Department Information Bulletin 06-06 for High Fire Areas. Fire Marshal Morel stated he
94 was satisfied these provisions would provide adequate protection for the District. At the
95 conclusion of the discussion, there were two Board members for moving forward with a
96 position paper and two against. As there was no consensus, it was determined to let the
97 matter remain without further action.

98 11. **DISCUSSION OF OPTIONS TO REDUCE SAFETY SECTION SIDE FUND PAYMENTS — CHIEF**

99 **METCALF:** Chief Metcalf presented a proposal to the Board for consideration of payment of
100 a District obligation for the Safety PERS Side fund. This obligation is generated when a
101 change or enhancement is made to the plan and the Side Fund is created to catch the
102 District up to the amount necessary to cover the benefit at the changed rate. Currently,
103 the District pays 7.75% interest on the Side Fund obligation with PERS. By law,
104 District funds are invested conservatively, primarily through the County and a
105 smaller portion with Local Agency Investment Fund (LAIF), both of which currently
106 pay less than 1% in interest. Because of the amounts involved, Staff believes there
107 may be options to reduce the interest paid, although a small amount of interest will
108 be lost in the process. Other savings would be realized by adjustment to the
109 payment amounts. Chief Metcalf offered two proposals for the debt, pay it down or
110 pay it off completely at an earlier than scheduled date. To take advantage of either
111 option this year, the Board would need to approve appropriate documentation at the
112 May meeting and have the matter submitted and approved by June 30th. Discussion
113 ensued regarding Reserve funds and pending purchases and activities. It was the
114 consensus of the Board for Staff to bring back a proposal for Example 1, paying
115 down the Side Fund by approximately one-half.

117 **STANDING DISCUSSION ITEMS:**

118 ● **LEGAL COUNSEL REPORT:** Counsel James presented his letter “continuing
119 Application of Government Code Section 1090”. He discussed the potential conflict for
120 holding simultaneous offices. This is informational only, no action required.

121 ● **WRITTEN COMMUNICATIONS:** No discussion on these items. Informational
122 only, no action required.

123 ● **BOARD RECOGNITION PROGRAM:** No discussion on these items. Informational only,
124 no action required.

125 ● **NEWS ARTICLES:** Brief discussion ensued regarding articles. This is
126 informational only, no action required.

127 ● **COMMENTS:**

128 ● **STAFF REPORTS/UPDATES:**

129 ● **UPDATE ON STATION CONSTRUCTION:** Chief Torchia informed the Board of the status
130 of the Station 5 Building Project. He noted the Bonsall Planning Group approved the site
131 plan and zoning. No EIR is required and a scoping letter has been issued. Chief Torchia
132 informed the Board that he has been told that the County will probably not approve the
133 project for construction until January of 2012. Counsel James noted they are making way
134 on the boundary adjustments, with the owner obtaining a cooperative attorney.
135 Informational only, no further action required.

136 ● **BILL METCALF, FIRE CHIEF/CEO:** Chief Metcalf informed the Board they could
137 expect to see the draft preliminary budget at the May Board meeting. He noted that there
138 will be no surprises; the budget will be fairly flat. The District is gearing up for the annual
139 wildfire season, including the yearly mailer and training with Camp Pendleton. The District
140 is also monitoring a number of bills in Sacramento that may impact the District, including
141 the prohibition of cost recovery fees and budget and pension reforms. Finally, Chief
142 Metcalf requested that any member interested in going to this year’s FRI in Atlanta should
143 communicate the same to President Thuner and Loren. Informational only, no further
144 action required.

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146 ● **CHIEF OFFICERS: B/C ABBOTT:** B/C Abbott informed the Board he is working with
147 Chief Torchia on a grant with Fallbrook Hospital for Autopulse devices, which is an
148 external CPR device. **D/C MOREL:** D/C Morel noted he had been to a recent training
149 program that allowed for the studying of the effect of ember storms on structures. National
150 Geographic was there filming and D/C Morel will send the information to the Board of when
151 the special will be showing. Informational only, no further action required.

152 ● **BOARD: DIRECTOR HARRIS:** Director Harris noted the recent media coverage of
153 Chief Lane. She also thanked Chief Torchia and his staff for thinking outside of the box for
154 looking at ways to save the District money, such as paying down the side fund.

155 ● **BARGAINING GROUPS:** No comments.

156 ● **PUBLIC COMMENT:** No comments.

157 **CLOSED SESSION**

158 At 18:00 p.m., Vice President Munson inquired whether there was a motion to adjourn to
159 Closed Session. Director Hooper moved to go to Closed Session after a short break,
160 which was seconded by Director Schaden, which motion was passed unanimously. At
161 18:05 p.m., the Board entered Closed Session to hear:

162 1. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6**

163 ➤ NCFPD MANAGEMENT GROUP CHIEF METCALF, DISTRICT COUNSEL JAMES

164 2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6**

165 ➤ FFA NON-SAFETY GROUP NEGOTIATORS CHIEF METCALF, DISTRICT COUNSEL JAMES

166 3. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6**

167 ➤ FFA SAFETY GROUP NEGOTIATORS CHIEF METCALF, DISTRICT COUNSEL JAMES

168 4. **EVALUATION OF PERFORMANCE – GOVERNMENT CODE § 54957**

169 ➤ CHIEF METCALF DISTRICT COUNSEL JAMES

170 ● **REOPENING OPEN SESSION:**

171 On a motion by Director Hooper, which was seconded by Director Schaden and which
172 passed unanimously, the Board returned Open Session at 18:34 p.m., the following items
173 were reported out to the public:

175 1. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6**
176 ➤ NCFPD MANAGEMENT GROUP CHIEF METCALF, DISTRICT COUNSEL JAMES

177 **ACTION:** No reportable action.

178 2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6**
179 ➤ FFA NON-SAFETY GROUP NEGOTIATORS CHIEF METCALF, DISTRICT COUNSEL JAMES

180 **ACTION:** No reportable action.

181 3. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6**
182 ➤ FFA SAFETY GROUP NEGOTIATORS CHIEF METCALF, DISTRICT COUNSEL JAMES

183 **ACTION:** No reportable action.

184 4. **EVALUATION OF PERFORMANCE – GOVERNMENT CODE § 54957**
185 ➤ CHIEF METCALF DISTRICT COUNSEL JAMES

186 **ACTION:** No reportable action.

ADJOURNMENT

188 A motion was made at 18:36 p.m. by Director Hooper and seconded by Director Schaden
189 to adjourn the meeting and reconvene on May 24, 2011 at 17:00. The motion carried
190 unanimously.

191 Respectfully submitted,

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194 Loren Stephen-Porter
195 Board Secretary

196 Minutes approved at the Board of Director's Meeting on: May 24, 2011

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Official Seal