

1 **June 29, 2011**

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

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

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

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

7 **ROLL CALL:**

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

9 **Absent:** None.

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

13
14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Thuner addressed the audience and inquired whether
16 there were any public comments regarding items not on the Agenda. There being none,
17 the Public Comment Section was closed.

18 2. **FIRST QUARTER 2011 AWARDS FOR BOARD RECOGNITION PROGRAM — CHIEF METCALF**
19 **AND B/S STEPHEN-PORTER:** Chief Metcalf brought the Awardee A/S Kathy Ford forward for
20 presentation of the award. Ms. Ford was congratulated for her efforts in assisting an
21 individual with a billing matter and presented with her award.

22 3. **RECOGNITION OF RETIRING EMPLOYEES - CHIEF METCALF:** Chief Metcalf congratulated
23 Ms. Ford on her retirement, noting her eight years of service with the District in supporting
24 the Operations Division, including EMS, Training and Communications. He noted she was
25 instrumental in the District's grant coordination, assistance with the Explorers, Reserves
26 and Annual Award Banquet, as well as her outstanding internal and external customer
27 service. Ms. Ford's husband watched while she was presented with a District Bell. When
28 asked about retirement, Ms. Ford noted that she was beginning a new journey. Chief
29 Metcalf also congratulated Engineer Michael Diaz on his retirement after thirty-two years,

30 noting he started with the District as a Dispatcher/Firefighter Trainee, progressed to an
31 Apprentice Firefighter and became a seasoned Engineer. Chief Metcalf noted that
32 Engineer Diaz had served in a number of valuable roles in the District, including Haz Mat
33 trainer. He also noted his file was full of numerous commendations for his service at the
34 District as well as serving on strike teams and other fire events. Engineer Diaz's family
35 looked on as he was presented the District Bell. Engineer Diaz noted the years passed
36 quickly and he appreciated being part of the organization.

38 ACTION AGENDA

39 CONSENT ITEMS:

- 40 4. APPROVE REGULAR BOARD MEETING MINUTES, MAY 2011
- 41 5. REVIEW AND ACCEPT FINANCIAL REPORT FOR MAY 2011
- 42 6. REVIEW AND ACCEPT POLICIES & PROCEDURES

43 President Thuner inquired whether there were any questions on Items 4-6. There being no
44 discussion, President Thuner asked for a motion to approve the Consent Agenda. On a
45 motion by Vice President Munson to approve Items 4-6, which was seconded by Director
46 Schaden, the motion passed unanimously.

48 ACTION ITEMS:

- 49 7. SET PUBLIC HEARING DATE/TIME CERTAIN AUGUST 16, 2010 — FOR ADOPTION OF
50 UPDATED FIRE PREVENTION FEES AND ORDINANCE 2011-02 (5:15 P.M.); AND ESTABLISHMENT
51 OF EQUIPMENT PLAN FOR THE FEE MITIGATION PROGRAM WITH ADOPTION OF RESOLUTION
52 2011-08 (5:25 P.M.) — D/C MOREL: Chief Metcalf noted this request is to assist the District
53 in meeting the annual Program requirements for participation in the Fee Mitigation
54 Program and to update the Fee Schedule for issuance of Burn Permits. The full
55 information for both Programs will be presented at the August meeting. On a motion by
56 Director Harris to set the public hearing dates as presented, which was seconded by Vice
57 President Munson, the motion passed unanimously.

58 **8. APPROVAL OF RESOLUTION 2011-05 ESTABLISHING THE LIMIT OF APPROPRIATIONS OF**
59 **PROCEEDS OF TAX SUBJECT TO LIMITATION FOR FISCAL YEAR 2010/2011 IN COMPLIANCE**
60 **WITH ARTICLE XIII-B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA – DEPUTY CHIEF**

61 **TORCHIA:** Chief Metcalf noted this is the regular resolution required to be adopted each
62 year setting the limit of tax money spending. He noted the District is well below the
63 maximum spending, with District Appropriations Limit at \$15,236,449. On a motion by
64 Director Hooper, seconded by Director Harris, the motion passed unanimously to approve
65 Resolution 2011-05 as presented.

66 **9. REVIEW AND APPROVE RESOLUTION 2011-06 REQUESTING A TEMPORARY TRANSFER OF**
67 **FUNDS FROM THE COUNTY TREASURER TO NORTH COUNTY FIRE PROTECTION DISTRICT –**

68 **DEPUTY CHIEF TORCHIA:** Chief Metcalf noted that routinely the District adopts a resolution
69 requesting the temporary transfer of funds from the County Treasurer, although the District
70 does not always act on the resolution. The District seldom requires the use of the full
71 amount. Generally when it is used, it is to cover the period until the first property tax
72 payment. Chief Metcalf informed the Board the District will probably need to use the
73 transfer program this year. On a motion by Vice President Munson, seconded by Director
74 Hooper, the motion passed unanimously approving Resolution 2011-06 as presented.

75 **10. REVIEW AND APPROVE PRELIMINARY BUDGET FOR FY 2011/2012; SET PUBLIC HEARING**
76 **DATE TIME CERTAIN OF 5:15 P.M., SEPTEMBER 27, 2011 TO APPROVE THE FINAL BUDGET –**

77 **CHIEF TORCHIA:** Chief Metcalf presented the Preliminary Budget to the Board for approval
78 along with a request to set the hearing date, time certain for the Final Budget approval. He
79 reviewed the changes made from the overview given last month, noting it is overall a
80 balanced budget. He noted that incoming revenue was approximately \$12.8 million,
81 \$353,000 less than last year's budgeted amount. This presents a relatively flat budget with
82 no revenue growth. He noted the biggest change is in property tax, which continues to
83 decrease, partially due to the clearing of the County's backlog of review of commercial
84 properties. Chief Metcalf noted that expenses are approximately \$13.2 million, discussing
85 the specific savings and expenditures. Specific funds remaining in the Reserve Accounts
86 were discussed, noting approximately \$1.9 million in the Facilities Reserves. Director

87 Hooper complimented Staff on their fiscal management, which prevented the browning
88 out/closing of stations. Chief Metcalf thanked the Board and acknowledged the hard work
89 of all employees in remaining fiscally aware and helping to maintain budgeting goals. He
90 lauded the Administrative Services Staff especially for their hard work. On a motion by
91 Director Harris, which was seconded by Vice President Munson, the Board unanimously
92 approved the Preliminary Budget and set the Hearing date as presented.

93 11. **REVIEW AND APPROVE RESOLUTION 2011-07 – VOTING IN SDRMA BOARD ELECTIONS**

94 **— CHIEF TORCHIA:** Chief Torchia presented Resolution 2011-07 to the Board noting that
95 the District has been requested by SDRMA, to vote in the authority’s Board Elections. After
96 brief discussion, a motion was made to by Director Harris to cast votes for Sprague, Gray
97 and Ross, seconded by Director Schaden, which motion passed unanimously.

98 12. **REVIEW AND VOTE TO APPROVE PROPOSED CHANGES TO CSDA BYLAWS — CHIEF**

99 **METCALF:** Chief Metcalf noted the proposed changes to the CSDA Bylaws are mostly
100 housekeeping changes regarding the membership rights and obligations of new members.
101 On a motion by Vice President Munson, which was seconded by Director Hooper, the
102 motion to vote to approve the changes as presented passed unanimously.

103
104 **DISCUSSION AGENDA**

105 13. There were no discussion items for the Board Meeting on June 29, 2011.

106
107 **STANDING DISCUSSION ITEMS:**

108 ● **LEGAL COUNSEL REPORT:** Counsel James presented his letter “Public
109 Employee Layoffs.” He noted the case was decided by the California Supreme Court and
110 holds that the decision to layoff is not a matter for negotiation, although any negotiable
111 effects of the layoff must be bargained. Discussion ensued. This is informational only, no
112 action required.

113 ● **WRITTEN COMMUNICATIONS:** Chief Metcalf presented the newly received letter
114 sent in response to the District’s request for clarification of tax projections. He informed
115 the Board the letter indicated the District had spoken with the wrong individuals at the

116 County; however, the County stated it is implementing new software to make the
117 projections better. Chief Metcalf opined the information is inaccurate and that the reports
118 sent along with the letter did not provide enhanced information. He informed the Board
119 that if the information does not improve as promised, he will follow up with a call. Chief
120 Metcalf highlighted the information from LAFCO, noting that they are moving forward with
121 the second stage of consolidation, adding the remaining CSAs to the Authority. Brief
122 discussion ensued. Informational only, no action required.

123 ● **BOARD RECOGNITION PROGRAM:** Informational only, no action required.

124 ● **NEWS ARTICLES:** Brief discussion ensued regarding the articles. It was noted the
125 District has received a grant of \$30,000., from the Fallbrook Hospital District grant program
126 to be used for purchase of AutoPulse equipment. B/C Abbott informed the Board these
127 provide continuous CPR to the patient, which improves the patient outcomes by as much
128 as 50% and also improves responder safety during transport. Director Hooper noted there
129 was a very favorable article in the Village News regarding the negotiations. This is
130 informational only, no action required.

131 ● **COMMENTS:**

132 ● **STAFF REPORTS/UPDATES:**

133 ● **UPDATE ON STATION CONSTRUCTION:** Chief Torchia informed the Board of the status
134 of Station 5 Building Project, noting they had resubmitted the plans and received the
135 scoping letter with 2-3 pages of revisions. He noted this is likely to be the last items to be
136 done and then if these are approved, it would go to the Planning Commission.
137 Informational only, no further action required.

138 ● **BILL METCALF, FIRE CHIEF/CEO:** Chief Metcalf reported on a recent meeting with
139 the four agencies participating in the City Gate consolidation investigation process. He
140 noted there were no surprises in the report; the main economies would be in administrative
141 and overhead savings. There is a revision with further information being undertaken and
142 Chief Metcalf will share that final report with the Board when it is completed. The next
143 level will cost approximately \$50-60,000., which will be split four ways. At this point, Chief
144 Metcalf sees nothing preventing the District's participation in the next phase of the

145 investigation. He noted if the only reason to go forward is to save money, the participants
146 may decide to rethink the process, as there will only be a savings of about 3 million
147 between the four agencies. The bigger issue is that it will provide choices for the local
148 government agencies. Chief Metcalf noted the current headlines regarding the proposal
149 for an increase in fees for rural areas in State Responsibility Areas (SRA). He noted the
150 proposed bill still needs a lot of work, although ostensibly, it is intended to assist CalFire in
151 protecting the wildland areas. Chief Metcalf gave an update on the wildland and weather
152 situations in the area. He noted with the recent retirements, the District is moving forward
153 with filling the administrative position and promoting on the engineer's position. Discussion
154 ensued regarding filling the engineer's position through promotion vs. overtime.
155 Informational only, no further action required.

156 ● **CHIEF OFFICERS: D/C MOREL:** D/C Morel noted that the Fire Safe Council's June
157 25th chipping day was a success, with about 345 truck loads and 15 tons of wood chips
158 realized. **B/C ABBOTT:** B/C Abbott noted that along with PIO Buchanan, a public service
159 announcement is being development for cell phone and container filling safety. He praised
160 Uni-Cal for working with staff to development the PSA spots. Informational only, no
161 further action required.

162 ● **BOARD:** No comments.

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

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

166 **CLOSED SESSION**

167 At 6:20 p.m., President Thuner inquired whether there was a motion to adjourn to Closed
168 Session. Vice President Munson moved to go to Closed Session after a short break, which
169 was seconded by Director Harris, which motion was passed unanimously. At 18:25 p.m.,
170 the Board entered Closed Session to hear:

171 **CS-1. ANNOUNCEMENT — PRESIDENT THUNER:**

172 **DISTRICT NEGOTIATORS:** CHIEF METCALF, DISTRICT COUNSEL JAMES
173

174 **CS-2. EVALUATION OF PERFORMANCE – GOVERNMENT CODE § 54957 - CHIEF METCALF:**

175 DISTRICT NEGOTIATOR: DISTRICT COUNSEL JAMES

176 **CS-3. REPORT OUT TO PUBLIC — PRESIDENT THUNER:**

177 **REOPENING OPEN SESSION:**

178 On a motion by Director Hooper, which was seconded by Director Schaden and which
179 passed unanimously, the Board returned Open Session at 7:05 p.m. The following items
180 were reported out to the public:

181 **CS-2. EVALUATION OF PERFORMANCE – GOVERNMENT CODE § 54957 - CHIEF METCALF:** On a
182 motion by Director Hooper, which was seconded by Vice President Munson, Chief
183 Metcalf's contract was approved as modified on the following vote: **Ayes:** Directors:
184 Hooper, Munson, Schaden and Thuner; **Noes:** Director Harris.

185 **ADJOURNMENT**

186 A motion was made at 7:10 p.m. by Vice President Munson and seconded by Director
187 Hooper to adjourn the meeting and reconvene on, July 26th at 17:00. The motion carried
188 unanimously.

189 Respectfully submitted,

190 

191 Loren Stephen-Porter
192 Loren Stephen-Porter
193 Board Secretary

194
195 Minutes approved at the Board of Director's Meeting on: July 26, 2011

