

1 **August 18, 2009**

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

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

5 **THE INVOCATION GIVEN BY CHIEF METCALF.**

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

7 **ROLL CALL: Present:** Directors Harris, Hooper, Munson, Schaden and Thuner.

8 **Absent:** None.

9 **Staff Present:** Fire Chief/CEO Metcalf, Attorney James and Board Secretary
10 Stephen-Porter; Deputy Chief Torchia, Division Chief Morel, Battalion Chiefs Abbott and Lane,
11 Administrative Captain Lucore and members of the public.

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13 **PUBLIC ACTIVITIES AGENDA**

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

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18 **ACTION AGENDA**

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20 **CONSENT ITEMS:**

21 2. **APPROVE REGULAR BOARD MEETING MINUTES, JULY 2009**

22 3. **APPROVE FINANCIAL REPORT JULY 2009**

23 4. **APPROVE POLICIES AND PROCEDURES**

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25 President Munson inquired whether there were any questions on Items 2-4. There being none,
26 he asked for a motion to approve the consent agenda. Chief Metcalf noted there was a
27 correction to the minutes on page 4; line 49, which should read "three per quarter." With that
28 change, a motion was made by Director Harris to approve Items 2-4, which was seconded by
29 Director Schaden. The motion passed unanimously.

30 **ACTION ITEMS:**

31 5. **PUBLIC HEARING DATE/TIME CERTAIN AT 5:15 P.M. — FOR THE ESTABLISHMENT OF A**
32 **MULTI-YEAR FACILITIES AND EQUIPMENT PLAN FOR THE FIRE MITIGATION FEE PROGRAM AND**
33 **ADOPTION OF RESOLUTION No. 2009-15 – D/C MOREL:** As part of the participation in the Fire

34 Mitigation Fee Program, each year the District must adopt a resolution outlining the Plan for
35 the upcoming year. The Plan this year reflects the current budget considerations. On a
36 motion by Director Hooper, which was seconded by Director Thuner, the Board unanimously
37 approved the Plan as presented.

38 6. **REVIEW AND APPROVE REQUEST TO SURPLUS VEHICLES — DEPUTY CHIEF TORCHIA:** Deputy
39 Chief Torchia presented the request to surplus an ambulance as outlined. Discussion ensued
40 regarding the District joining a class action suit for one of the ambulances currently in the fleet.
41 On a motion by Director Hooper and seconded by Director Thuner, the motion to approve the
42 request to surplus the Ford Ambulance was approved as presented.

43 7. **REVIEW AND APPROVE TEMPORARY CONSTRUCTION EASEMENT AGREEMENT AND**
44 **RESOLUTION 2009-14 WITH STATE OF CALIFORNIA FOR SPECIFIC TERM — DEPUTY CHIEF TORCHIA:**

45 Deputy Chief Torchia presented a recommendation to agree to a construction easement on the
46 District's property to permit Caltrans to widen the road. The easement will last for the duration
47 of the project, with the District receiving \$21,500.00 for the usage. Deputy Chief Torchia noted
48 that the easement will not interfere with the station building if the construction grant is received
49 and Caltrans is very receptive to addressing any of our concerns to ensure there is no
50 interference. They will work with us to ensure we are not working over each other. On a
51 motion by Director Schaden, which was seconded by Director Harris, the Board unanimously
52 approved the agreement as presented, directing Chief Metcalf to execute the necessary
53 paperwork.

54 8. **REVIEW RECOMMENDATION AND CAST VOTE FOR CSDA BOARD ELECTION — CHIEF**

55 **METCALF:** Chief Metcalf presented the nomination to the Board, noting there was only one
56 candidate for one position. Ms. McKenzie had recently appeared before the Board for another
57 election, familiarizing the Board with her interests. On a motion by Director Harris, which was
58 seconded by Director Hooper, the Board unanimously voted to cast its vote for Ms. McKenzie.

DISCUSSION AGENDA

9. There were no discussion items for the August 18, 2009 Board meeting.

STANDING DISCUSSION ITEMS:

- **LEGAL COUNSEL REPORT:** Counsel James presented his report “Amended Statute Requiring Mandatory Interest Arbitration To Solve Impasses Between Certain Public Employers And Labor Organizations Representing Law Enforcement Officers And Firefighters Is Unconstitutional,” to the Board for review and discussion. Brief discussion ensued regarding mandatory arbitration. This is informational only, no action required.

- **WRITTEN COMMUNICATIONS:** Chief Metcalf noted that at last month’s meeting, the Board had expressed concerns about proposed changes to the Public Facility Element of the County’s General Plan. From previous communications, it was unclear where the County was headed, so the Fire District Association and the County Chiefs requested written reassurances that processes were not changing with regard to how inspections would be performed. The letter was to provide reassurances that the County was not changing current practice. Upon a question by Director Thuner about the letter being enacted in Policy, Chief Metcalf noted the process was secured in a recently approved action by the Board of Supervisors, as well as a confirming discussion being memorialized in the Board minutes. Informational only, no further action required.

- **BOARD RECOGNITION PROGRAM:** The information submitted was reviewed with discussion about significant employee actions, with it being noted there were several good candidates for recognition in this month’s group. Informational only, no further action required at this time.

- **NEWS ARTICLES:** Chief Metcalf directed the Board’s attention to several articles. Informational only, no further action required.

- **COMMENTS:**

- **STAFF REPORTS/UPDATES:**

- **UPDATE ON STATION CONSTRUCTION — DEPUTY CHIEF TORCHIA:** Deputy Chief Torchia gave an update on the Station building process. He noted that the architect review had been

88 completed and the firm selected has built approximately 150 stations in last 10 years. Director
89 Hooper inquired whether the Bonsall Planning Group will be involved, with Deputy Chief
90 Torchia noting they are aware and excited to be part of the process.

91 • **BILL METCALF, FIRE CHIEF/CEO:** Chief Metcalf noted that the “Before the Threat”
92 materials were funded by Farmers Insurance and they are committed to do the program next
93 year, making it a bigger distribution with better information. The Program was enacted through
94 the County, with cooperation of fire agencies throughout the County. Chief Metcalf thanked
95 CERT for their handling of the Program within the District. He noted that the District could not
96 have reached as many individuals without their help. Chief Metcalf reminded the Board that
97 next month they should come expecting to adopt the final budget. He noted there will be no
98 major surprises. The estimates of revenue are very close to the realized amounts, with the
99 addition of revenue from the lease to Caltrans and other savings from Program Directors.
100 Chief Metcalf noted the Staff continues to monitor the 8% revenue being taken by the State
101 and to continue to look at methods to secure its return. The Staff will be bringing back
102 recommendations on how to proceed when more information is available. Chief Metcalf
103 informed the Board the contract for fire service to the Orange Grove Plant has been executed,
104 the fee paid and dispatch changed to reflect the District as the provider, although EMS
105 services continue to be provided by AMR. The District is still waiting for a formal request for
106 annexation by SDG&E. Chief Metcalf noted that the County is looking at a Standards of
107 Cover for countywide fire services and will be using the Citygate contractor we used for its
108 study. The target for completion is the end of year or early next year. Chief Metcalf informed
109 the Board the District is monitoring the swine flu epidemic and securing inoculation for staff.

110 • **CHIEF OFFICERS:** **B/C Abbott:** B/C Abbott informed the Board the ambulance collection
111 rate is up over one year ago by 48%-64%. He noted that thanks were due to the crews for
112 being attentive in their paperwork and to Wittman for doing a superior job in their collections.
113 Chief Metcalf noted the District had received several checks as part of the Recovery program,
114 and the District being on track for the estimated recovery rate. **D/C Morel:** D/C Morel noted
115 that the CERT volunteers had delivered approximately 8000 “Before the Threat” materials to
116 areas within the District. Requests have been made for materials to be sent to the Bonsall

117 Chamber of Commerce and two large Home Owner Associations in Bonsall. D/C Morel
118 expects there to be another distribution in the near future. He informed the Board the Fire
119 Safe Council and FPS Holdridge continue to work to utilize the abatement grant, noting an
120 area of recent abatement by Reche Road and Tecolote. Informational only, no further action
121 required.

122 • **BOARD: EDUCATION:** Directors Hooper and Schaden will provide a report on their recent
123 educational activities at the September Board meeting. **DIRECTOR HARRIS:** Director Harris
124 inquired whether the old administrative trailers have been sold. Deputy Chief Torchia noted
125 they have been, primarily due to A/C Lucore's efforts, and they should be gone by end of
126 month. She inquired how the Volunteer Program was progressing. A/C Lucore noted the
127 volunteers have been learning well and seem to be comfortable answering phones and
128 manning the front desk. Discussion ensued regarding extending the daily hours. She praised
129 the Staff for the increased recovery in ambulance billing. **DIRECTOR HOOPER:** Director Hooper
130 inquired how Operations is faring with the Division Chief position open. Chief Metcalf informed
131 the Board that everyone is carrying an extra load and although so far the workload is doable,
132 he does not know how long the load can be carried by remaining staff. He will keep the Board
133 posted on the District's needs. Director Hooper also conveyed complements regarding District
134 customer service from individuals living on his street. He stated the family made highly
135 complementary remarks, including how professional the staff was. **Director Munson:** Director
136 Munson noted he and six captains are going to the FRI seminar next week, along with Chief
137 Metcalf. Chief Metcalf informed the Board that the District is finishing the program for four
138 company officers, with two new attendees, Captains Delgado and Marovich. Informational
139 only, no further action required.

140 • **BARGAINING GROUPS:** No comments.

141 • **PUBLIC COMMENT:** No comments.

142 143 **CLOSED SESSION**

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145 There was no closed session for the August 18, 2009 Board meeting.

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ADJOURNMENT

A motion was made at by 17:45, by Director Harris and seconded by Director Thuner, to adjourn the meeting and reconvene at the regularly scheduled date and time on, September 22, 2009 at 17:00. The motion carried unanimously.

Respectfully submitted,



Loren Stephen-Porter
Board Secretary

Minutes approved at the Board of Director’s Meeting on: September 22, 2009