

1 **DECEMBER 9, 2008**

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

4 President Harris called the meeting to order at 17:02

5 **THE INVOCATION GIVEN CHAPLAIN HELMAN.**

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

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

8 **Absent:** None.

9 **ALSO PRESENT:** Fire Chief/CEO Metcalf, Attorney James and Board Secretary Stephen-
10 Porter. In the audience were: Deputy Chief Torchia, Division Chiefs Goldberg and Morel,
11 Battalion Chiefs Lane and Stevens, F/S Timmers, members of the public and Association.

12 **PUBLIC ACTIVITIES AGENDA**

13 1.0. **PUBLIC COMMENT:** President Harris addressed the audience and inquired whether there
14 were any public comments regarding items not on the Agenda. Members of a local area
15 raised an issue of concern regarding the SR 76 and proposed changes to access at the
16 intersection of Gird Road. It was opined that the proposed alignment would impede ingress
17 and egress from the area, including reduction of response time by the District apparatus. The
18 speakers requested that the District consider opposing the proposed alignment by making a
19 presentation to CalTrans regarding its impact. There being no further public comment, the
20 public comment time was closed.

21 2.0. **RECOGNITION OF OUTGOING DIRECTOR RICHARD OLSON - CHIEF METCALF:** Director Olson
22 was presented to the Board and public for recognition of his years of service to the District as a
23 Board member. Chief Metcalf noted he had been on the Board since 1999, during significant
24 and interesting times, helping the District to take giant steps toward making tremendous
25 changes. Director Olson stated he was proud to be part of the efforts and was pleased to
26 serve with Chief Metcalf and the other Board members. He thank everyone. In addition, the
27 District acknowledged the retirement of Captain Garry Bledsoe, who for the last thirty-five
28 years, has made significant contributions to the District. Both were presented with a plaque of
29 recognition.

30 **PRIORITY ACTION ITEMS:**

31 2.0. **OFFICIAL SEATING OF NEW BOARD MEMBERS – CHIEF METCALF:** In order to conduct
32 business, the official seating of the officers was held as a priority item. Chief Metcalf
33 noted the certification of election had been received, certifying the seats for Directors
34 Harris, Hooper and Schaden. Chief Metcalf tendered the oath of office to the newly
35 elected Directors, completing the official seating of the new Board members.

36 3. **BOARD ELECTIONS OF OFFICERS FOR 2009 – CHIEF METCALF:** For the purposes of conducting
37 the Board elections, President Harris passed the gavel to District Counsel James for election
38 of the Board President. Counsel James opened the floor for nominations for President of the
39 Board, with Director Thuner nominating Director Munson, which was seconded by Director
40 Harris. There being no other nominations, Director Munson was elected to serve as President
41 for 2009. Counsel returned the gavel to President Munson for election of the Vice President.
42 President Munson opened the floor for nominations for Vice President of the Board. Director
43 Harris nominated Director Thuner, which was seconded by Director Hooper. There being no
44 other nominations, Director Thuner was elected to serve as Vice President for 2009.

45 **ACTION AGENDA**

46 **CONSENT ITEMS:**

47 5. **APPROVE REGULAR BOARD MEETING MINUTES, OCTOBER, 21, 2008**

48 6. **APPROVE SPECIAL BOARD MEETING MINUTES, DECEMBER 2, 2008**

49 7. **REVIEW AND ACCEPT FINANCIAL REPORT FOR NOVEMBER 2008**

50 8. **POLICIES AND PROCEDURES**

51 President Munson inquired whether there were any questions. Chief Metcalf requested that
52 Item #7 be removed from the Consent Agenda for discussion. There being no other issues,
53 President Munson asked for a motion to approve the remaining consent agenda 5-6 and 8. On
54 a motion by Harris to approve the Consent Agenda as modified, which was seconded by
55 Director Thuner, the motion passed unanimously. Chief Metcalf discussed the District's
56 financial standing, noting that the District had received its biggest tax apportionment for the
57 year. This payment reflected that the District received \$5.1 million, which is within 1% of the
58 amount received last year at this time. He noted that with the amount being so close to the

59 projected amount and the reassurances of the County that the District should not see a
60 significant decrease in the property taxes to the District, he projected that the chance of
61 decline in the taxes is very low. In addition, the new ambulance billing company is doing very
62 well, with recovery increasing to the mid-60% level or higher. Chief Metcalf noted that the
63 District continues to look for repayment from the state in mutual aid provided and has been
64 assured it is coming soon. At the conclusion of the report, a motion was made by Director
65 Schaden to accept the financial report as presented, seconded by Director Hooper. The
66 motion passed unanimously.

67 **ACTION ITEMS:**

68 9. **SELECTION OF REPRESENTATIVE AND ALTERNATE TO THE NC DISPATCH JPA BOARD - CHIEF**

69 **METCALF:** Chief Metcalf informed the Board that Director Olson had served as the District's
70 representative on the Dispatch JPA. Since he was not re-elected, the Board needed to select
71 another Director to serve in his place. In addition, the JPA has asked all agencies to select an
72 alternate in case the representative cannot attend. Director Hooper expressed a desire to
73 serve in the capacity of the representative. On a motion by Director Harris, seconded by
74 Director Schaden, Director Hooper was unanimously selected as the primary representative to
75 the JPA. Director Thuner agreed to serve as the alternative if Director Hooper could not
76 attend. On a motion by Director Hooper, seconded by Director Schaden, Director Thuner was
77 unanimously selected as the alternate representative to the JPA.

78 10. **REVIEW AND APPROVE LEASE AGREEMENT AND BUDGET MODIFICATION FOR OFFICE SPACE**
79 **AT 330 MAIN STREET, FALLBROOK - DEPUTY CHIEF TORCHIA:** Deputy Chief Torchia presented a

80 proposal to the Board to approve a lease and modify the Budget to allow the District's
81 Administrative Offices to move to a leased office space at 330 S. Main Avenue. He informed
82 the Board the Staff has severely outgrown the temporary trailers and there is a separation of
83 function due to the physicality. The lease would run for five years, with another five-year lease
84 option. The cost for the lease would be approximately \$67,000/year, with an initial cost of
85 \$23,000 in improvements, with costs being reimbursed for the improvements through lease
86 reduction. The site, with 4600 square feet, offers a much larger office area, improving the
87 layout and service area spaces. He noted that the trailers are at the end of their useful life and

88 are inefficient for energy use. In addition, the trailers require constant maintenance. Although
89 the move will result in a slight disconnect between the Safety and Non-Safety personnel, he
90 opined the leased facilities would permit the sale of the old trailers, moving Station One closer
91 to the remodel and building of an administrative center. One of the major reasons for the
92 change is the impact the current facilities have on customer service. In addition, until more
93 space is realized, the Volunteer Program cannot be initiated. Director Harris inquired whether
94 there was an elevator and if the building was ADA compliant. Deputy Chief Torchia informed
95 the Board the building did not have an elevator, but facilities for meetings and an ADA-
96 compliant restroom are located on the first floor. Chief Metcalf noted that due to the financial
97 times, the District would receive a very favorable rate and since commercial property generally
98 holds its rental value, this type of opportunity is unlikely to occur again soon. In addition, all
99 major repair items are included in the lease by the Lessor, with the District paying for only
100 minor use expenses such as utilities and pest control. Director Thuner inquired how the
101 information and phone systems will be integrated, whether there is sufficient parking for the
102 public and Staff and other associated costs, including printing. Chief Metcalf noted there will
103 be a smooth integration with the current systems, parking is sufficient and such items as
104 printing would be accomplished through templates. He noted this is a step toward the final
105 project at the 315 Ivy Street site and Staff intends to reunite the Administrative Staff with
106 Station One. There will be no diversion away from addressing the other infrastructure issues.
107 This move is only a temporary step while other District projects are accomplished and further
108 funding is identified. A motion was made by Vice President Thuner to approve the lease,
109 modification of the Budget and to allow Chief Metcalf to execute the lease on behalf of the
110 District. Director Schaden seconded the motion and the motion passed unanimously.

111 **11. REVIEW AND APPROVE CALPERS RESOLUTION – RESOLUTION 2008-10 RE: ADDITION OF**
112 **OPTION FOR PRE-TAX PAYROLL DEDUCTION FOR SERVICE CREDIT PURCHASE - DEPUTY CHIEF**
113 **TORCHIA:** Deputy Chief Torchia presented Resolution 2008-10 to the Board for approval,
114 noting the Resolution permits employees to make service credit purchases with pre-tax payroll
115 deductions. There is no cost to the District, however, CALPers requires the adoption of the

116 Resolution. Director Harris made a motion to approve Resolution 2008-10 as presented, with
117 Director Hooper seconding the motion. The motion passed unanimously.

118 **DISCUSSION AGENDA**

119 12. None.

120 **STANDING DISCUSSION ITEMS:**

121 **LEGAL COUNSEL REPORT:**

122 Counsel James presented his letter "Termination is Not Excessive Penalty for Public Employee
123 Who Was Afforded 'Skelly' Pre-removal Safeguards and Waive His Right to 'Skelly' Hearing."
124 He provided with a brief discussion of the issues surrounding a Skelly hearing. This is
125 informational only, no action required.

126 **WRITTEN COMMUNICATION:**

127 1.0. **WRITTEN COMMUNICATION:** Chief Metcalf informed the Board of a scheduled meeting with
128 the County to discuss how the newly reorganized CSA will interface with the other county fire
129 entities, as there is no mutual aid agreement with the CSA and there are no assets of the CSA.
130 Chief Metcalf will keep the Board apprised of the information as it becomes available.

131 2.0. **BOARD RECOGNITION PROGRAM:** Chief Metcalf drew the Board's attention to a letter
132 received from a family member of the heroic efforts made by Captain Steven Cate and his son
133 Troy during a recent fishing trip. They attempted to rescue a person who suffered a cardiac
134 event and though they did not resuscitate the victim, their efforts were nonetheless far beyond
135 what most would do.

136 **NEWS ARTICLES:**

137 Chief Metcalf directed the Board's attention concerns regarding Fallbrook High School and
138 student allegations that the school would not make the school available to serve as an
139 evacuation area during the Rice Fire. Chief Metcalf informed the Board that had not occurred,
140 with the school offering the site prior to the general evacuation of the town.

141 **COMMENTS:**

142 1. **STAFF REPORTS/UPDATES:**

143 • **BILL METCALF, FIRE CHIEF/CEO:** Chief Metcalf invited the Board to the Annual Awards
144 Banquet on January 30th, where the Firefighter of the Year Anthony Fieri and others would be

145 acknowledged. He indicated there will be a Board workshop in the first two weeks of January
146 to discuss the next step in the Standards of Cover process. Chief Metcalf asked the Board to
147 join him in wishing Counsel James a happy birthday.

- 148 • **CHIEF OFFICERS:** There were no comments from the Chief Officers or Staff.

149 2. **BOARD:** Vice President Thuner inquired about disaster training, such as for a plane
150 crash. Chief Metcalf noted that the District trains for such events, following established zone
151 policies. Director Schaden had no comments except to say he was pleased to be part of the
152 Board. Director Harris thanked the Staff for the success of the District Christmas party.
153 Director Hooper expressed concerns about the safety of the signal at Mission and I-15, feeling
154 there would be a better response from the County if the District expressed concerns from an
155 operational view. Chief Metcalf will follow-up on the issue.

156 3. **BARGAINING GROUPS:** Association President Marovich informed the Board he and
157 Chief Metcalf had the opportunity to attend an IAFC labor/management seminar, which they
158 both found to be interesting and which provided valuable information.

159 4. **PUBLIC COMMENT:** The Larners added their voice to the concerns addressed by
160 others in the first part of the public comment section, regarding the proposed alignment of SR
161 76. They urged the District to contact the County and CALTrans about their concerns as they
162 relate to the ability of the District to provide emergency services.

163 **CLOSED SESSION**

164 At 5:50 p.m., President Munson inquired whether there was a motion to adjourn to closed
165 session. Director Harris moved to go to closed session after a short break, which was
166 seconded by Vice President Thuner, which motion was passed unanimously. At 5:50 p.m., the
167 Board entered Closed Session to hear:

168 **WORKERS' COMPENSATION CLAIM REVIEW — GOVERNMENT CODE §54956.95 — CHIEF**
169 **METCALF AND DEPUTY CHIEF TORCHIA.**

170 **REOPENING OPEN SESSION:**

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172 On a motion by Director Hooper, which was seconded by Director Schaden and which passed
173 unanimously, the Board returned open session at 6:10 p.m., the following items were reported

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out to the public:

WORKERS' COMPENSATION CLAIM REVIEW — GOVERNMENT CODE §54956.95 — CHIEF

METCALF AND DEPUTY CHIEF TORCHIA: Direction was given to Staff regarding the claim. There was no further reportable information.

ADJOURNMENT

A motion was made at 6:15 p.m. by Director Harris and seconded by Director Schaden, to adjourn the meeting and reconvene for the Special Meeting on, January 13, 2009 at 5:00 p.m.

The motion carried unanimously.

Respectfully submitted,



Loren Stephen-Porter

Board Secretary

Minutes approved at the Board of Director's Meeting on: January 27, 2009