

1 **September 22, 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 17:02.

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. In the audience were: Deputy Chief Torchia, Battalion Chiefs Abbot and Lane
11 and members of the public and Association.

12 **PUBLIC ACTIVITIES AGENDA**

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

16 **ACTION AGENDA**

17 **CONSENT ITEMS:**

18 2. **APPROVE REGULAR BOARD MEETING MINUTES, AUGUST 2009**

19 3. **APPROVE FINANCIAL REPORT AUGUST 2009**

20 4. **APPROVE POLICIES AND PROCEDURES**

21 President Munson inquired whether there were any questions on Items 2-4. There being none,
22 he asked for a motion to approve the consent agenda. On a motion by Director Harris to
23 approve Items 2-4, which was seconded by Director Schaden, the motion passed
24 unanimously.

25 **ACTION ITEMS:**

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27 5. **PUBLIC HEARING DATE/TIME CERTAIN 5:15 P.M — CHIEF METCALF, DEPUTY CHIEF TORCHIA**
28 **AND F/A TIMMERS:** Chief Metcalf presented the final budget and resolution to the Board for
29 adoption. He noted the significant changes, which are mainly fine tuning of the preliminary

30 budget due to more accurate numbers being available. He noted that there have been
31 reductions in property tax revenue as previously reported. The District is exploring options
32 under the Securitization program and will report back to the Board when information is
33 available. Other reductions in anticipated revenues are fees in fire prevention for plan check;
34 and revenue recovery, previously expected to be \$80,000, was reduced to \$40,000.
35 Therefore, those deposits would be made in this fiscal year. Chief Metcalf outlined the final
36 transfer amounts. Other changes include: moving the costs for a part time secretary from
37 EMS to fire prevention, where that position is being used. The hydrant line item of \$20,000,
38 which used to be in the shop budget, has been moved to Fire Prevention who oversees the
39 program. In the 104 account, the most significant change was in holding off filling a firefighter
40 vacancy until the first of year, resulting in savings of \$53,000. Account 105 had an upward
41 adjustment in supplies. Although Staff had worked hard to reduce this amount, could not get
42 down to the lower amount they had projected. In addition, there was a surprise mandate from
43 the County that all brush rigs carry AEDs if they were to be ALS certified. This and additional
44 narcotic storage requirements, added an additional \$10,000 to the budget. Discussion ensued
45 regarding the rollovers and reserves. Chief Metcalf noted the only monies being deposited in
46 the reserves are the planned ones. Discussion ensued on the training/education/professional
47 development expenses and how they are managed and directed. Director Hooper inquired
48 whether there would be funds to perform a public outreach, which Chief Metcalf noted was in
49 the Fire Prevention budget. Discussion ensued regarding the possibility for construction
50 during the coming year. Chief Metcalf noted if the do not receiving grant funding, Station 4 will
51 be put on hold while we work with the developers. If there is no award to us, options will be
52 brought to the Board for discussion. On a motion by Director Thuner, which was seconded by
53 Director Harris, the budget and resolution was unanimously adopted on the following roll-call
54 vote: **Ayes:** Directors Harris, Hooper, Munson, Schaden and Thuner; **Noes:** None.

55 6. **RECOMMENDATION TO DEVELOP A VOLUNTEER RECOGNITION PROGRAM — DIRECTOR**
56 **THUNER:** Director Thuner brought forth a request to the Board to add a Volunteer component
57 to the Board recognition program, noting that the Board currently has no way to become
58 familiar with the Volunteers or to acknowledge their efforts. On a motion by Director Thuner,

59 which was seconded by Director Harris, which passed unanimously, the Board directed the
60 Board Secretary to develop a plan to include the Volunteers and to bring the options to the
61 Board for review.

62 **DISCUSSION AGENDA**

63 7. There were no discussion items for the September 22, 2009, Board meeting.

64 **STANDING DISCUSSION ITEMS:**

65 • **LEGAL COUNSEL REPORT:** Counsel James presented his letter “City Is Not
66 Vicariously Liable For Sexual Assault Allegedly Committed At A Social Event By Off-Duty And
67 On-Duty Firefighters.” Brief discussion ensued regarding the report. This is informational
68 only, no action required.

69 • **WRITTEN COMMUNICATIONS:** Chief Metcalf reviewed the letters, noting the request
70 for CSDA Committee participation. Informational only, no further action required.

71 • **BOARD RECOGNITION PROGRAM:** The information submitted was reviewed.
72 Informational only, no further action required.

73 • **NEWS ARTICLES:** Chief Metcalf directed the Board's attention to the articles.
74 Informational only, no further action required.

75 • **COMMENTS:**

76 • **STAFF COMMENTS:**

77 • **Report on Station Construction — Deputy Chief Torchia:** Deputy Chief Torchia
78 informed the Board the Station Construction Committee had visited other stations built by the
79 hired architect, including Carlsbad, Escondido and San Marcos. Until the District receives
80 information on the status of the grant request, the projects are on hold.

81 • **Chief Metcalf:** Chief Metcalf informed the Board the District is heading into the peak of
82 the fire season. In the week, the District has seen hot and dry weather, with mild to moderate
83 Santa Ana winds expected. There has been no further word from SDG&E on a possible
84 annexation. Chief Metcalf invited the Board to participate in the October 10th Open House. He
85 also informed the Board the Firefighters Association is holding its first annual golf tournament,
86 with the funding going to support several charities, including the Food Pantry and the Burn
87 Institute. Chief Metcalf informed the Board that D/C Morel and Fred Luevano were attending a

88 week long National Fire Academy program. Chief Metcalf reminded the Board there would be
89 no meeting in November and that the in December falls on the second Tuesday, December 8th.

90 • Senior Staff: B/C Abbott informed the Board he has been trying to keep up with the
91 Swine Flu preparation. He also noted that there have been some nice technology upgrades in
92 the EMS arena. Informational only, no further action required.

93 • **BOARD:**

94 • Educational Reports:

95 ▪ Directors Hooper and Schaden: As presented by Director Hooper, he noted that he and
96 Director Schaden have been attending the CSDA Leadership Academy, which they have found
97 to be informative and worthwhile. He outlined specific topics and noted that the District Staff
98 and Directors have the same goal, excellent customer service. Informational only, no further
99 action required.

100 ▪ Director Munson: Director Munson presented his report, fielding question.
101 Informational only, no further action required.

102 ▪ Director Harris: Director Harris inquired whether the Board could receive a report
103 showing how the District is doing on meeting the goals set earlier in the year for response
104 times. Deputy Chief Torchia agreed to provide the report, which he planned on presenting at
105 the one year mark. Director Harris expressed appreciation for the ambulance recovery rates
106 and inquired about the Recovery program. Chief Metcalf noted that as presented in the
107 Budget section, because of the recoveries realized, the expectation for these amounts was
108 reduced in the coming year.

109 ▪ Director Hooper: Noted he was requested by the Dispatch JPA to bring back Legal
110 Counsel's opinion on the use of an Invocation at public meetings. Counsel James noted it has
111 been acceptable in California where there is no reference to a specific religion/person.

112 ▪ Director Thuner: Director Thuner made an inquiry about who should be providing traffic
113 control at accident scenes. Chief Metcalf noted it is generally law enforcement, but the crews
114 provide whatever traffic direction is needed to keep the scene safe until they arrive.

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

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- **PUBLIC COMMENT:** Ken Price from CERT, invited the Board to come by their meeting on the last Wednesday of the month, he cooks sirloin for everyone.

CLOSED SESSION

There is no closed session for the September 22, 2009 meeting.

ADJOURNMENT

A motion was made at by Director Hooper and seconded by Director Schaden, to adjourn the meeting and reconvene on, October 27, at 17:00. The motion carried unanimously.

Respectfully submitted,



Loren Stephen-Porter
Board Secretary

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