



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

APRIL 25, 2023 AT 5:00 p.m.

The April 25, 2023, meeting will be available via Zoom. The public may attend remotely using either:

The Zoom app, [Zoom website (<https://zoom.us/>)] [Meeting ID: 870 1784 6503; Passcode: 631628] at <https://us06web.zoom.us/j/87017846503?pwd=ekFORGt1Mm4vWXgrRFpXbUIPUFlmdz09> or Dial by your location: +1 669 900 6833 US (San Jose); Meeting ID: 870 1784 6503; Passcode: 631628

The public may provide comments in advance or real-time by emailing ncfboardcomments@ncfire.org. E-mailed comments received will be read into the record by Staff.

Location:

Fallbrook Public Utility District
990 East Mission Road
Fallbrook, CA 92028

PUBLIC ACTIVITIES AGENDA

For those joining us for the Public Activities Agenda, please feel free to depart at the close of the agenda. We invite you to stay for the remainder of the business meeting.

Call To Order

Roll Call

Moment Of Reflection/Silence

Pledge Of Allegiance

Changes to the Agenda

1. Public Comment – President Acosta (pgs. 1-2)
Standing Item: Members of the Public may directly address the Board of Directors on items of interest to the Public provided no action will be taken on non-agenda items. The Presiding Officer may limit comments to three minutes per speaker (Board of Directors Operations – Elections, Officers and Terms SOG § 4.2.6.3).
➤
2. Recognition of Fallbrook Union High School Staff and Students – Chief McReynolds (pgs.3-4)
New Item: Recognition of Fallbrook High School Students and Staff for their outstanding efforts creating the Wildfire Preparedness Symposium video.
➤
3. Unit Citation and Courage Award – Chief McReynolds (pgs.5-6)
New Item: Recognition of EMT Fiore and EMT Arango for their exemplary actions and dedication to duty and service during a perilous incident.
➤
4. First Quarter 2023 Awards for Board Recognition Program – Chief McReynolds and Board Clerk Canpinar (pgs. 7-12)
Quarterly Item: Select employees to be acknowledged for their efforts in the First Quarter 2023.
➤

ACTION AGENDA

Consent Items:

All items listed under the Consent Items are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board action on the motion, unless members of the Board, Staff or public request specific items be removed from the Consent Agenda.

5. Approve Regular Board Meeting Minutes, March 28, 2023 (pgs.13-18)
Standing Item: Review and approve minutes from March meeting as presented.
➤

Note: The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, District business. If you need assistance to participate in this meeting, please contact the District Office 72 hours prior to the meeting at (760) 723-2012.



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APRIL 25, 2023 AT 5:00 p.m.

6. Review and Accept Financial Report for March 2023 (pgs.19-28)
➤ Standing Item: Review and Accept Financial Report for March as presented.
7. Review and Approve Policies and Procedures (pgs.29-30)
➤ Standing Item: None.
8. Monthly Operations Activity Report (pgs.31-40)
➤ Standing Item: Monthly Report demonstrating call mix, turnout time, call by unit, transports, total response times, aid received & provided, monthly inspection report, health & safety – injuries & accidents and turnover of care statistics.
9. Review and Accept First Quarter 2023 Customer Satisfaction Survey (pgs.41-50)
➤ Quarterly Report: Review and accept report for the first quarter as presented.

Action Items:

All items listed under the Action Items Agenda will be presented and discussed prior to the Board taking action on any matter. Members of the public may comment on items at the time they are presented. Time Certain Items will commence precisely at the time announced in the Agenda.

10. Reimbursement Resolution 2023-03 for Construction of Fire Station 4 - Chief McReynolds (pgs.51-58)
➤ New Item: Consider adoption of Resolution 2023-03 which will provide cost reimbursements associated with the construction of a permanent Fire Station 4.
11. Emergency Fire Apparatus Engine Repair – Resolution 2023-05 – D/C MacMillan and Chief McReynolds (pgs.59-64)
➤ New Item: Consider adoption of Resolution 2023-05 which will authorize Staff to proceed with an emergency engine replacement in an amount not to exceed \$75,000.00.
12. Set Public Hearing Date/Time Certain May 23, 2023 (5:05 p.m.) – Adopting a Resolution Establishing a Multi-Year Facilities and Equipment Plan for the Fire Mitigation Program – FM Fieri and Chief McReynolds (pgs.65-70)
➤ Annual Item: Recommendation to set required Public Hearing, date and time certain, May 23, 2023, for hearing as outlined.
13. Board of Directors Meetings Policy Revision - Chief McReynolds and Board Clerk Canpinar (pgs.71-88)
➤ New Item: Discussion and consideration of the revised Board of Directors Meetings Policy.
14. Organizational Statements Revision – Chief McReynolds (pgs.89-96)
➤ New Item: Discussion and consideration of the proposed revision to the Mission, Vision and Values Statements.
15. Station #3 Design and Construction Award Contract – Chief McReynolds (pgs.97-98)
➤ New Item: Consider Staff execute a contract with Telacu Construction Management for the project design/build services of the Fire Station #3 project and allocate \$3.5M of funding toward the estimated cost of the renovation with an additional \$350k in owner allowance.
16. Industrial Disability Retirement Resolution 2023-04 -Delegation of Authority (pgs.99-102)
➤ New Item: Consider adoption of Resolution 2023-04 granting the Fire Chief or his designee the ability to file industrial disability retirement applications with the California Public Employees' Retirement System.



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

APRIL 25, 2023 AT 5:00 p.m.

DISCUSSION AGENDA

No action shall be undertaken on any Discussion item. The Board may: acknowledge receipt of the information or report and make comments; refer the matter to Staff for further study or report; or refer the matter to a future agenda.

17. Presentation by Stradling, Yocca, Carlson & Rauth on Disclosure Responsibilities (pgs.103-104)
Under the Federal Securities Law – Reed Glycer of Stradling Attorneys at Law
➤ Annual Item: Presentation and training required to maintain compliance with the Continuous Disclosure Policy and applicable Federal laws.
18. Diversity, Equity, and Inclusion Update (DEI) – Captain Jones and Chief McReynolds (pgs.105-108)
➤ Recurring Item: Presentation and discussion of District efforts to enhance DEI within the organization.

Standing Discussion Items:

All items listed under the Standing Discussion Items are presented at every meeting.

- LEGAL COUNSEL REPORT: (pgs.109-110)
“Legislation Updates: AB 40 (Rodriguez, D-Pomona), AB 296 (Rodriguez, D-Pomona) and AB 55 (Rodriguez, D-Pomona).”
- WRITTEN COMMUNICATION (pgs.111-136)
 - Board Recognition Program
- NEWS ARTICLES (pgs.137-146)
- COMMENTS/QUESTIONS (pgs.147-148)
- Staff:
 - Chief McReynolds
 - Other Staff
- Board
- Bargaining Groups
- Public Comment

CLOSED SESSION

The Board will enter closed session to discuss items as outlined herein. As provided in the Government Code, the public will not be present during these discussions. At the end of the Closed Session, the Board shall publicly report any action taken in Closed Session and the vote or abstention on that action of every member present in accordance with Government Code § 54950 ET. seq.

- CS-1. Announcement — President Acosta: (pgs.149-150)
➤ An announcement regarding the items to be discussed in Closed Session will be made prior to the commencement of Closed Session.
- CS-2. Conference with Legal Counsel – Anticipated Litigation (Government Code §54956.9 (d)(2))
➤ Chief McReynolds General Counsel Steinke



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APRIL 25, 2023 AT 5:00 p.m.

- CS-3. Conference with Labor Negotiator (Government Code §54957.6)
➤ Agency Designated Representative: Chief McReynolds
Employee Organizations: Management Group Employees, Fallbrook Firefighters Association (Safety Group Employees) and Miscellaneous.
- CS-4. Conference With Legal Counsel – Existing Litigation (Government Code §54596.9(d)(1)) – American Medical Response West v. California Department of Health Care Services, et al. (Sacramento Superior Court, Case No.: 34-2021-8003757):
➤ Chief McReynolds General Counsel Steinke
- CS-5. Report From Closed Session — President Acosta

ADJOURNMENT

Scheduled Meetings:

The next regularly scheduled Board meeting is **Tues., May 23, 2023, 5:00 p.m.**

CERTIFICATION OF AGENDA POSTING

"I certify that this Agenda was posted in accordance with the provisions of the Government Code § 54950 et. seq. The posting locations were: [1] the entrance of North County Fire Protection District Administrative Offices, [2] Fallbrook Public Utility District Administrative Offices and [3] the Roy Noon Meeting Hall; [4] District's website at <http://www.ncfire.org>. The Agenda was also available for review at the Office of the Board Clerk, located at located at 330 S. Main Avenue, Fallbrook (760) 723-2012. Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet, are available for public inspection in the Office of the Board Clerk, during normal business hours or may be found on the District website, subject to the Staff's ability to post the documents before the meeting. The date of posting was **April 20, 2023.**"

Board Clerk Mavis Canpinar:

Mavis Canpinar

Date:

April 20, 2023



**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: PUBLIC COMMENT

PUBLIC COMMENT:

1. *Members of the Public may directly address the Board of Directors on items of interest to the Public provided no action will be taken on non-agenda items. The Board President may limit comments to three minutes per speaker (Board of Directors Operations – Elections, Officers and Terms SOG § 4.2.6.3.).*

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: FALLBROOK UNION HIGH SCHOOL A/V TEAM RECOGNITION

PUBLIC ACTIVITY AGENDA

SUMMARY:

On Saturday March 25th the North County Fire Protection District hosted a Wildfire Preparedness Symposium at Fallbrook Union High School. Staff and students from the high school played a big role in the support of that event. We would like to recognize school staff, specifically George Herring and his students from the Fallbrook Union High School A/V Department for their time producing a very professional video of the symposium which can now be shared with community members who were unable to attend, some because of mobility challenges.

Each member of the A/V team will be presented with an NCF Community Challenge Coin for their efforts in the development of the event video. We thank them for a job well done and appreciate their partnership in preparing our community for the next wildfire.

Superintendent:
Ilsa Garza-Gonzalez

Staff:
George Herring

Students:
Dallas Gates
Oscar Rivera
Eric Macias
Nathan Lares

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: UNIT CITATION & COURAGE AWARD

PUBLIC ACTIVITY AGENDA

SUMMARY:

On December 24th, 2022, at approximately 2015 hrs. North County Fire Protection District ambulance BLS 116, staffed by Emergency Medical Technicians EMT Arango and EMT Fiore, was traveling to an incident in Oceanside when they were struck by a vehicle traveling over 70 mph attempting to evade law enforcement. The collision impacted the driver side corner of the ambulance with the impact centered just behind the front left wheel into the driver side door. EMT Fiore, who was in the driver seat sustained the full impact of the collision and was moderately injured. EMT Arango, who was in the passenger seat also sustained injuries.

Despite the severity of the collision, EMT Arango managed to contact dispatch over the radio to communicate that the unit was involved in a traffic collision and that a response for help was needed. EMT Arango then exited the cab of the ambulance and rendered aid to her partner EMT Fiore. While awaiting other first responder assistance EMT Arango assisted EMT Fiore providing medical care that he needed until help arrived.

Oceanside Firefighters witnessed EMT Arango retrieving medical equipment and assisting with other scene functions despite being injured. What was witnessed that night was EMT Arango's extreme ownership to duty and service to her partner.

Both EMT Fiore and Arango are being honored with a Unit Citation for their outstanding service tonight.

EMT Arango is also being honored with the North County Fire Courage Award for exemplary actions and dedication to duty and service.

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS AND BOARD CLERK CANPINAR
DATE: APRIL 25, 2023
SUBJECT: EMPLOYEE RECOGNITION PROGRAM REPORT – SELECTION OF INDIVIDUALS

ACTION AGENDA

RECOMMENDATION:

Staff recommends the Board select individual(s) to be recognized for their efforts during the first quarter of 2023.

BACKGROUND:

In 2007, the Board instituted a Program designed to recognize excellent performance by members of the organization. On a quarterly basis, the Board selects employees to be recognized based on feedback received during the quarter. The District has been fortunate to receive positive feedback on a number of employees' activities this past quarter, upon which they may make their selection from the individuals and groups below.

INFORMATION RECEIVED ON INDIVIDUALS:

For the First Quarter of 2023, the Board received information on the following individuals/crews for their outstanding efforts:

● **BOARD RECOGNITION PROGRAM:**

● **HOLIDAY VOLUNTEERS:**

FF/PM Parr
FF/PM Quevedo

● **JANUARY 2023 THANK YOU LETTER – MEDICAL AID:**

Captain Lewis
FF/PM Paur
Single Role Paramedic Saldana
Engineer Soriano
EMT Webb

● **JANUARY 2023 EMAIL LETTER OF RECOGNITION –SOCIAL MEDIA & PUBLIC OUTREACH:**

Public Outreach/Communication Specialist Vargas

- **FEBRUARY 2023 THANK YOU LETTER – MEDICAL AID:**

Engineer Glasgow
FF/PM Gonzalez
Captain Sahagun
FF/PM Swan
Single Role Paramedic Truman

FISCAL ANALYSIS:

The District has funding budgeted to cover the cost of a \$50 gift for each employee the Board feels deserving of recognition.

SUMMARY:

Staff joins the Board in acknowledging the extraordinary efforts of these members and requests the Board select individuals/groups/crews for recognition, staying within budgetary standards.

Mavis Canpinar

From: Brian Macmillan
Sent: Wednesday, December 21, 2022 4:56 PM
To: NCFD
Cc: Megan Lian
Subject: 2022 Christmas Party Shout-Out

Hello everyone,

We had another successful Christmas party at Fire Station # 1 last Friday and we wanted to acknowledge the people that made it such a great event.

-First, the party planner this year was Megan Lian. She coordinated the crafts, food, decorations and table/chair set up and spent countless hours organizing everything. Megan thank you so much for making such a special event for our families to attend and creating so many good memories.

-Our Santa Claus this year was Board of Director Ken Munson. He did a wonderful job talking to each kid getting a present and allowing all the families to get their Santa pic for Instagram. Thank you Director Munson for playing a great Santa and for being the first one with a real beard!

- A big thanks to Santa's helpers Max Parr and Ritchie Q for volunteering to be elves. They did a great job and also hung out and took pictures with families. Thanks Fellas.

-Lastly, thank you to all the families that attended. A lot of time and effort is put into these events and it makes the effort worthwhile when people attend and have great time!

Merry Christmas

Subject: New form submission received: Contact Us



North County
Fire Protection District

Contact Us

Message:	<p>We received the thoughtful note from Station 1 - "C crew" regarding their response to the 911 call for Dave. We are so appreciative to this whole crew, their professionalism, their empathy, their competency, and their empathy. Thank you for saving my husband's life. Thank you for keeping me company and calm during a very traumatic event. The C crew is excellent. If this crew represents the whole group at Station 1, then we are extremely lucky here in Fallbrook. This includes the entire team: Soriano, Parr (sp?), Saldana, Johnson, Webb, and especially the leadership of Captain Lewis. If there is something we can do to help to support your station, please let us know. Sincerely, Whitney Raffety 1758 Via Entrada 6198384123</p>
Subject:	Raffetys on Via Entrada
Your email:	whitneyraffety@gmail.com
Your name:	Whitney Raffety

[Reply / Manage](#)

Powered by [Streamline](#).

On Jan 26, 2023, at 7:56 AM, Mavis Canpinar <mavis@ncfire.org> wrote:

Hi –

This is some kudos to Dani Vargas, our very own media queen.

Dani - You put so much effort into what you do, and it shows! From the Christmas parade to retirement announcements and now the pump pop demo, your dedication and passion for creating engaging and thoughtful content for our multiple social media platforms is priceless. The collaboration between you and Captain Choi, which I witnessed yesterday, is the epitome of teamwork.

Thank you, Dani, for going above and beyond to showcase North County Fire in such a positive light. Your passion and dedication allow us to share our accomplishments with the community in this generation's newspaper.

Mavis

<image002.png>

Mavis Canpinar | Executive Assistant ~ Board Clerk
North County Fire Protection District | 330 S. Main Ave – Fallbrook, CA 92028
T: (760) 723-2012 C: (760) 468-8285
mavis@ncfire.org | www.ncfire.org

Proudly serving the communities of Fallbrook, Bonsall and Rainbow ~ Duty, Integrity and Respect

Discover North County Fire on social media:
[Facebook](#) | [Twitter](#) | [LinkedIn](#) | [YouTube](#)

RECEIVED

FEB 08 2023

To:
E114 R114
DANNY JAKE AND EZRA
DUSTIN
AND
JORGE

Thank you for your kind assistance you provided to me; it was greatly appreciated. You deserve high commendation for the dedicated service you provide to all of us in the Fallbrook community and elsewhere.

Sincerely,



1 **March 28, 2023**

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

4 President Acosta called the meeting to order at 5:00 p.m.

5 **A MOMENT OF SILENCE WAS OBSERVED.**

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

7 **ROLL CALL:**

8 **Present:** Directors Acosta, Egkan (via teleconference), Munson, Pike and Shaw.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO McReynolds, General Counsel Steinke, DFC Mahr, D/C MacMillan,
11 Finance Manager Juul, FM Fieri, IT Specialist Swanger, B/C DeCamp, B/C Krumwiede, Board Clerk
12 Canpinar, Jim Elliot, Jeff Griffith, Will Soholt and members of the public.

13
14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Acosta requested Jim Elliot, Director of Vista Fire Protection
16 District, to approach the podium, as he had filled out a speaker slip. Mr. Elliot introduced himself to
17 the Board and expressed gratitude to Chief McReynolds and Board Clerk Canpinar for their recent
18 assistance on Board-related items. Mr. Elliot also indicated his interest in observing how the NCFPD
19 Board conducts their meetings, as he is currently trying to improve the Vista FPD Board meeting
20 process. Chief McReynolds and President Acosta thanked Mr. Elliot for taking the time to attend the
21 Board meeting.

22 President Acosta then inquired whether there were any additional public comments regarding
23 items not on the agenda. There being no more public comment, the public comment section was
24 closed.

25
26 **Change to Agenda:**

27 Chief McReynolds requested the Organizational Statement listed as item (b) on the Consent
28 Calendar be moved to the Action Agenda, to allow for Board discussion.

29 \\\

ACTION AGENDA

CONSENT ITEMS:

2. REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR FEBRUARY 21, 2023.

3. REVIEW AND ACCEPT FINANCIAL REPORT FOR FEBRUARY 2023.

4. REVIEW AND ACCEPT POLICIES & PROCEDURES:

a) Job Description – Fire Captain/Paramedic

b) Organizational Statements

c) Purchasing and Contracting Manual

d) Investment Policy

e) Interest Income Policy

5. REVIEW AND ACCEPT THE MONTHLY OPERATIONS ACTIVITY REPORT.

President Acosta inquired whether there were any questions on Consent Items 2-5. There being no discussion, President Acosta asked for a motion to approve the Consent Agenda. On a motion by Director Pike seconded by Director Shaw, the motion to approve the Consent Agenda, moving item (b) to the Action Agenda, passed unanimously.

ACTION ITEMS:

6. SAN DIEGO LAFCO 2023 ELECTION – REGULAR AND ALTERNATE SPECIAL DISTRICT MEMBER:

Vice President Egkan acknowledged support for Jeff Griffith as the Alternate Special District Member. Board discussion ensued. On a motion by Vice President Egkan seconded by Director Pike, the motion to submit a nomination for Jeff Griffith as the LAFCO Alternate Special District Member passed unanimously. Director Pike then recused himself from the remainder of discussion on Agenda Item 6. On a motion by Director Shaw, seconded by Vice President Egkan, the motion to submit a nomination for Director Pike as the LAFCO Regular Special District Member passed with the following vote: **Ayes:** Acosta, Egkan, Munson Shaw; **Recuse:** Pike.

7. RESOLUTION 2023-02 AND LETTER OF SUPPORT FOR ASSEMBLY BILL 557: Chief McReynolds advised the Board of pending legislation that if passed, would allow agencies to hold remote meetings indefinitely in the event the Governor declares another State of Emergency. Board discussion ensued. On a motion by Director Pike seconded by Director Shaw, the motion to sign Resolution 2023-02 and submit a letter of support for AB 557, passed unanimously.

59 8. **VALLEY CENTER FIRE PROTECTION DISTRICT TAX APPORTIONMENT RATE:** Chief McReynolds
60 informed the Board that this item was added to the agenda by request from Director Pike and
61 requested Director Pike to elaborate. Director Pike indicated that NCFPD will not receive any benefit
62 from this letter of support, however, this request will support the taxpayers in Valley Center that are
63 concerned with their community's safety. Director Munson expressed his concern with the District
64 being involved in another agency's financial standings – the NCFPD Board has never seen financial
65 documentation regarding the operation of the Valley Center Fire Protection District, nor does he think
66 it is in the District's place to intervene. President Acosta asked Director Munson if he would like a
67 member from the Valley Center Fire Protection District to attend a future meeting to address the Board,
68 and Director Munson indicated he was not interested.

69 Delma Barron, seated in the audience, stepped to the podium to address multiple items
70 unrelated to Agenda Item 8. Ms. Barron was allowed to speak for 3 minutes. After 3 minutes had passed
71 and a verbal threat was made, Ms. Barron was escorted out of the meeting by Chief Officers. A brief
72 5-minute recess followed.

73 The Board reconvened and Board discussion ensued regarding the tax apportionment rate.
74 On a motion by Director Pike seconded by President Acosta, the motion to submit a letter to the
75 County Board of Supervisors in support of the Valley Center Fire Protection District tax
76 apportionment rate, passed with the following votes: **Ayes:** Acosta, Egkan, Pike and Shaw. **Noes:**
77 Munson.

78 9. **FIRE STATION #4 CONSTRUCTION PROJECT:** Chief McReynolds explained to the Board why the
79 current site of Station 4 is the recommended site to move forward with construction of a new facility.
80 Director Pike asked if this site is still the most advantageous location, as there are indicators a potential
81 Fire Station 6 will need to be built. Chief McReynolds responded that the analysis identified in the
82 Strategic Plan determined if a new Station 6 was built along Reche Road, the current site of Station 4
83 would remain the best option. Director Egkan asked if the footprint of Station 4 will remain the same,
84 and Chief McReynolds explained how site surveys and utility easements will need to be considered
85 before making a final determination; an architectural firm will consider creating a facility that is
86 adequately suited to serve the area. Board discussion ensued. On a motion by Director Pike seconded
87 by Vice President Egkan, the motion to approve the location of Fire Station 4, located at 4375 Pala

88 Mesa Road, Fallbrook CA 92028, as the site for a new fire station, and execute a contract with Erickson-
89 Hall for construction management services with a cost range from \$1.3M not to exceed \$1.5M over
90 multiple years, passed unanimously.

91 10. **FLEET SERVICES CONTRACTS**: DFC Mahr advised the Board that the NCFPD shop is a state-of-
92 the-art facility which has the equipment and workforce to service neighboring fire agency service
93 vehicles if needed on a contract-by-contract basis. Director Pike asked if similar fleet services contracts
94 were something that NCFPD used to facilitate, and if so, why was it discontinued. DFC Mahr responded
95 that a similar fleet service contract was used in years past, and for various reasons, was discontinued.
96 On a motion by Director Munson seconded by Director Shaw, the motion to authorize Staff to execute
97 fleet maintenance contracts with outside agencies passed unanimously.

98 **MOVED ITEM: CONSENT CALENDAR- ITEM (b) ORGANIZATIONAL STATEMENTS** – Chief
99 McReynolds informed the Board that the Mission, Vision and Values (MVV) Statements hadn't been
100 reviewed in over 7 years. One of the short-term goals in the Strategic Plan was to revisit the
101 statements. A working group comprised of new and existing employees came together for 3 days to
102 create the suggested draft Mission, Vision and Values Statements for the Board's consideration.
103 Director Pike asked if the DEI Working Group was invited to this working group, which Chief
104 McReynolds confirmed. Director Pike expressed interest in the Board having and continuing
105 discussion on the MVV, and offered a suggestion: To revise the Mission Statement to read, "To serve
106 and exceed our communities' expectations through preparedness, response and recovery." General
107 Counsel Steinke reminded the Board that discussions regarding agency MVV should occur in open
108 session. Board discussion ensued. On a motion by Director Egkan seconded by Director Shaw, the
109 motion to table this item and bring it back as an action item for discussion at the April Board meeting,
110 passed unanimously.

111 **DISCUSSION AGENDA**

112 11. **BLS 116 CRASHWORTHINESS EVALUATION**: B/C DeCamp provided a presentation of the
113 traffic collision involving a District vehicle and two employees.

114 12. **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) SPECIAL DISTRICT LEADERSHIP**
115 **ACADEMY (SDLA)**: The Board and Staff discussed highlights of the SDLA conference attended in
116 February.

117 **STANDING DISCUSSION ITEMS:**

118 ● **LEGAL COUNSEL REPORT:** General Counsel Steinke’s report, “Social media use by public
119 officials,” was presented. It is informational only; no action required.

120 ● **WRITTEN COMMUNICATIONS:** Information only; no action required.

121 ● **BOARD RECOGNITION PROGRAM:** Information only; no action required.

122 ● **NEWS ARTICLES:** Information only; no action required.

123 ● **COMMENTS:** Information only; no action required.

124 ● **STAFF REPORTS/UPDATES:**

125 ● **KEITH McREYNOLDS, FIRE CHIEF/CEO:** Chief McReynolds informed the Board of the following
126 topics:

- 127 ○ The District is in the process of applying for a .GOV domain name (NCFIRECA.GOV).
- 128 ○ All 6 applicants passed the agency engineer’s exam.
- 129 ○ The first Wildfire Preparedness Symposium was well-attended and received positive
130 feedback. The District will hold this event every two years.
- 131 ○ Phone lines at the Administrative building were down briefly after a power surge.
- 132 ○ The annual report will be emailed and live on the website March 29, 2023.
- 133 ○ RFPs are open for the Station 3 project.

134 ● **CHIEF OFFICERS AND OTHER STAFF: BOARD CLERK CANPINAR:** Board Clerk Canpinar informed
135 the Board the District will be moving to digital Board packets by the end of the calendar year, as
136 Board members will each be assigned their own District-issued laptop. **F/M FIERI:** F/M Fieri reported
137 increases in both building construction and plan reviews. Defensible space inspections will start June
138 1. Two properties are currently under red tag status, there were two misdemeanor arrests, and
139 intelligence gathering for one site is currently underway.

140 ● **BOARD: DIRECTOR PIKE:** Director Pike thanked the Board and Staff for their support in his
141 nomination to the LAFCO Commission and said he along with several other community members
142 thought the symposium was excellent.

143 ● **BARGAINING GROUPS:** There was no comment from the bargaining groups.

144 ● **PUBLIC COMMENT:** There were no additional public comments.

145 \\\

146 **CLOSED SESSION**

147 At 6:22 p.m., President Acosta inquired whether there was a motion to adjourn to Closed Session.
148 There being no objection, President Acosta read the items to be discussed in Closed Session and
149 Open Session was closed. A short break ensued after the reading of the Closed Session items. At
150 6:36 p.m. the Board entered Closed Session to hear:

151 **CS-1. ANNOUNCEMENT – PRESIDENT ACOSTA:** An announcement regarding the items to be
152 discussed in Closed Session will be made prior to the commencement of Closed Session.

153 **CS-2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (\$54956.8) – PROPERTY: 315 E. IVY STREET,**
154 **FALLBROOK, CA & VACANT LAND, IVY STREET, FALLBROOK, CA., WILL SOHOLT.**

155 **CS-3. REPORT FROM CLOSED SESSION – PRESIDENT ACOSTA:**

156 ● **REOPENING OPEN SESSION:**

157 On a motion by Director Pike seconded by Director Shaw, which passed unanimously, the Board
158 returned to Open Session at 6:59 p.m., and the following items were reported out to the public:

159 **CS-2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS (\$54956.8) – PROPERTY: 315 E. IVY STREET,**
160 **FALLBROOK, CA & VACANT LAND, IVY STREET, FALLBROOK, CA.** To authorize Mr. Soholt and General
161 Counsel Steinke to move forward communicating with the County to explore the sale of land at the
162 following locations: 315 E. Ivy Street, Fallbrook CA and vacant land, Ivy Street, Fallbrook CA. On a
163 motion by Director Pike seconded by President Acosta, the motion passed unanimously.

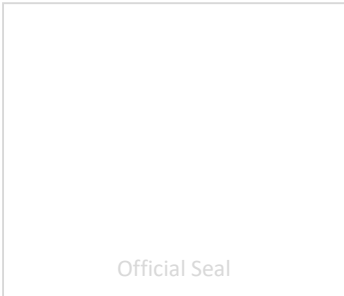
164 **ADJOURNMENT**

165 A motion was made at 7:01 p.m. by Director Pike seconded by Director Shaw to adjourn the meeting
166 and reconvene on April 25, 2023, at 5:00 p.m., which motion carried unanimously.

167 Respectfully submitted,
168

169 _____
170 Mavis Canpinar

171 Board Clerk



172
173 Minutes approved at the Board of Director’s Meeting on: _____



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: FINANCE MANAGER CHERIE JUUL AND CHIEF McREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: REVENUE & EXPENDITURES AS OF MARCH 31, 2023 (75%)

Revenue Sources	Budgeted	Collected	Over/Under	% of Budget
Property Taxes - FBK	18,018,748	11,643,744	(6,375,004)	65%
Property Taxes - RNBW	391,094	248,718	(142,376)	64%
Ambulance and Collections	3,000,000	2,861,713	(138,287)	95%
GEMT-State Supplement	-	-	-	0%
Prevention Fees	218,700	75,059	(143,641)	34%
Tower Lease Agreements	25,200	95,730	70,530	380%
Other Revenue Sources	-	16,241	16,241	0%
Interest	45,000	66,350	21,350	147%
Weed Abatement/Mowing Reimbursement	9,000	-	(9,000)	0%
Cost Recovery	50,000	59,213	9,213	118%
Inspection Fee (Fire Prevention)	-	22,066	22,066	0%
Fallbrook Healthcare District	82,500	57,524	(24,976)	70%
Community Facilities District (CFD)	175,000	-	(175,000)	0%
Strike Team Reimbursements	17,240	250,816	233,576	1455%
Other Reimbursements	7,783	96,807	89,024	1244%
Mitigation Fees & Interest - FBK	541,200	141,165	(400,035)	26%
Donations & Grants	-	160,777	151,241	0%
Annexation fees (Meadowood)	-	-	-	
Transfers & Loans	-	-	-	
Total Revenue:	22,581,465	15,795,923	(6,785,542)	70%
	Budgeted	Spent	Over/Under	% of Budget
TTL Expenditures YTD thru 03-31-2023	30,470,955	15,737,540	(14,733,415)	52%
Revenue over Expenditures		58,383		

North County Fire Protection District
 For the Ninth Month Ending March 31, 2023
75% of Budget

COLOR KEY	
Within/Below Budget	
Within 10% of Budget	
>10% of Budget (see notes)	

Description	March actual	Running Total	Final Budget	Amount Remaining	% Used	Notes
TOTAL PERSONNEL	2,107,557.00	11,787,570.00	17,851,005.00	6,063,435.00	66.0%	
101 Total Board Administration	24,824.00	240,697.00	535,000.00	294,303.00	45.0%	
102 Total Administration	61,512.00	700,233.00	1,152,200.00	451,967.00	60.8%	
103 Community Risk Reduction	902.00	22,773.00	103,400.00	80,627.00	22.0%	
104 Total Emergency Services	8,928.00	298,718.00	435,350.00	136,632.00	68.6%	
105 Total Emergency Med Svcs	122,862.00	431,118.00	755,100.00	323,982.00	57.1%	
107 Total Communications	16,009.00	469,522.00	726,850.00	257,328.00	64.6%	
108 Total Shop/Maintenance	22,987.00	342,907.00	418,200.00	75,293.00	82.0%	Fuel
109 Total Training	473.00	77,025.00	126,500.00	49,475.00	60.9%	
120 Total General Fund Reserve	-	-	300,000.00	300,000.00	0.0%	
GRAND TOTAL	2,366,054.00	14,370,563.00	22,403,605.00	8,033,042.00	64.1%	
200 Total Capital Expenditures	107,922.00	1,366,978.00	5,843,350.00	4,476,372.00	23.4%	Remodels/Staff vehicles/Communications

**RAINBOW FIRE PROTECTION SUBZONE
Tax Apportionments FY 21/22**

DATE	APP #	GROSS	REFUNDS & ADJUSTMENTS	FY 22/23 NET	FY 22/23 RUNNING	FY 21/22 NET	FY 21/22 RUNNING	
8/9/2022	1	5,530.34	48.63	5,481.71	5,481.71	3,485.61	3,485.61	
9/6/2022	2	2,605.04	77.21	2,527.83	8,009.54	2,353.69	5,839.30	
10/11/2022	3	6,255.30	512.16	5,743.14	13,752.68	250.46	6,089.76	
11/15/2022	4	17,587.07	394.13	17,192.94	30,945.62	18,070.26	24,160.02	
12/20/2022	5	129,885.82	291.12	129,594.70	160,540.32	116,210.26	140,370.28	
1/17/2023	6	61,930.66	1,084.27	60,846.39	221,386.71	60,865.13	201,235.41	
2/14/2023	7	14,719.09	274.85	14,444.24	235,830.95	15,037.48	216,272.89	
3/21/2023	8	10,204.76	287.73	9,917.03	245,747.98	10,410.11	226,683.00	
4/18/2023	9			-	245,747.98	110,517.41	337,200.41	
5/16/2023	10			-	245,747.98	19,338.01	356,538.42	
6/20/2023	11			-	245,747.98	7,159.27	363,697.69	
7/21/2023	12			-	245,747.98	1,819.41	365,517.10	
TOTAL YTD		248,718.08	2,970.10	245,747.98	245,747.98	226,683.00	226,683.00	
							Net Rev Increase	
								8.41%

**NORTH COUNTY FIRE PROTECTION DISTRICT
Tax Apportionments FY 22-23**

DATE	APP #	GROSS	REFUNDS & ADJUSTMENTS	FY 22/23 NET	FY 22/23 RUNNING	FY 21/22 NET	FY 21/22 RUNNING
8/9/2022	1	256,012.74	2,250.61	253,762.13	253,762.13	173,711.95	173,711.95
9/6/2022	2	120,594.03	3,574.83	117,019.20	370,781.33	117,304.05	291,016.00
10/11/2022	3	289,573.05	23,708.01	265,865.04	636,646.37	159,907.38	450,923.38
11/15/2022	4	814,149.93	22,613.64	791,536.29	1,428,182.66	896,048.57	1,346,971.95
12/20/2022	5	5,999,243.79	13,478.19	5,985,765.60	7,413,948.26	5,278,038.19	6,625,010.14
1/17/2023	6	2,989,030.17	50,419.57	2,938,610.60	10,352,558.86	2,778,899.01	9,403,909.15
2/14/2023	7	695,232.45	12,772.87	682,459.58	11,035,018.44	696,683.03	10,100,592.18
3/21/2023	8	479,907.78	13,352.32	466,555.46	11,501,573.90	482,054.64	10,582,646.82
4/18/2023	9			-	11,501,573.90	5,112,420.76	15,695,067.58
5/16/2023	10			-	11,501,573.90	851,247.06	16,546,314.64
6/20/2023	11			-	11,501,573.90	333,757.61	16,880,072.25
7/21/2023	12		-	-	11,501,573.90	84,678.44	16,964,750.69
TOTAL YTD		11,643,743.94	142,170.04	11,501,573.90	11,501,573.90	10,582,646.82	10,582,646.82
Net Rev Increase							8.68%

**NORTH COUNTY FIRE PROTECTION DISTRICT
MONTHLY INVESTMENT REPORT**

March 31, 2023

FALLBROOK	BALANCE	INTEREST RATE	
County of San Diego/General Fund - FBK	3,245,033.90	0.02%	Operating
County of San Diego/General Fund - RNBW	2,154,110.70	0.02%	Operating
County of San Diego/Capital Reserve	410,481.33	0.02%	Capital Reserves
County of San Diego/Fire Mitigation Fund - FBK	1,617,547.98	0.02%	Mitigation Fees
County of San Diego/Fire Mitigation Fund - RNBW	4,158.46	0.02%	Mitigation Fees
Local Agency Investment Fund	669.08	2.17%	LAIF
California Cooperative Liquid Assets Securities System (CLASS)	-	4.67%	CLASS
Workers' Comp JPA	496,138.86	0.17%	PASIS Funds
Bank of America/PASIS	197,476.95	0.01%	
First National/Benefit Fund	157,809.17	0.35%	
First National/Payroll	39,235.08	0.35%	
First National/Accounts Payable	223,841.82	0.35%	
First National/Accounts Receivable	159,211.97	0.35%	
Pacific Western Bank/Accounts Receivable	7,679,596.26	0.00%	
TOTAL	16,385,311.66		

**NORTH COUNTY FIRE PROTECTION DISTRICT
COST RECOVERY FY 2022/2023**

<u>Month</u>	<u>Billed</u>	<u>Collected</u>	<u>YTD % Collected</u>	<u>Billing Fees</u>	<u>Net Revenue 22/23</u>	<u>Net Revenue 21/22</u>
7/31/2022	12,142.00	10,469.16	86.22%	2,093.83	8,375.33	4,339.34
8/31/2022	10,541.87	10,541.87	100.00%	2,108.37	8,433.50	6,430.83
9/30/2022	10,060.25	7,594.29	75.49%	1,518.86	6,075.43	4,172.36
10/31/2022	8,293.00	8,293.00	100.00%	1,658.60	6,634.40	6,391.00
11/30/2022	5,384.50	5,384.50	100.00%	1,076.90	4,307.60	1,960.00
12/31/2022	9,283.25	7,426.60	80.00%	1,485.32	5,941.28	7,167.80
1/31/2023	8,986.00	8,451.00	94.05%	1,690.20	6,760.80	4,576.08
2/28/2023	6,212.00	5,991.96	96.46%	1,198.39	4,793.57	5,148.97
3/31/2023	11,412.31	9,863.51	86.43%	1,972.70	7,890.81	8,499.02
4/30/2023			#DIV/0!	-	-	7,442.98
5/31/2023			#DIV/0!	-	-	5,787.41
6/30/2023			#DIV/0!	-	-	5,161.01
TOTAL:	82,315.18	74,015.89	89.92%	14,803.18	59,212.71	48,685.40
					Net Rev Increase	21.62%

therecoveryhub.com
Ncfpd1108 Chrome
Claims>reports

Document Date	Document Number	Vendor Name	Transaction Description	Document Amount
3/1/2023	276151	Fowler Pest Control	PEST CONTROL	450.00
3/1/2023	21-71 #6	MATRIX CONSULTING	SR CONSULTANT FEES	20,200.00
3/1/2023	21-693200	PALOMAR HEALTH ENCINO	AMB REFUND	22.89
3/1/2023	123593	CASELLE, INC.	april support 2023	866.00
3/1/2023	03/2023	ROBERT JAMES	03/2023	1,250.00
3/1/2023	02/2023	INTERSTATE BATTERY OF SD	FEB 23 STMT	277.04
3/1/2023	2021-22-13056 3	REED FAMILY ENTERPRISES INC	st 2 renovation	18,964.61
3/1/2023	2021-22-13056 4	REED FAMILY ENTERPRISES INC	st 2 renovation	65,495.16
3/1/2023	000019601536	AT&T	2/1-2/28	2,006.40
3/1/2023	VECTOR 22/23	SAN DIEGO COUNTY VECTOR CONTROL PROGRAM	vector st 1, 2, 4, 5	58.59
3/1/2023	23NOCFPDC08	COUNTY OF SAN DIEGO - RCS	feb cap code	52.50
3/1/2023	23NOCFPDN08	COUNTY OF SAN DIEGO - RCS	radios feb 23	5,883.00
3/1/2023	03/2023	D.F. Cleaning Service	march janitorial 2023	470.00
3/1/2023	A9018C0D-0028	DIGITAL DEPLOYMENT, INC.	web member march 2023	275.00
3/1/2023	5-015189	Fitness Direct	maintenance on fitness equip	1,078.09
3/1/2023	501271	OSTARI	IT SUPPORT	1,850.00
3/1/2023	03012023	RUSTY WALLIS, INC	WATER RENTAL STATIONS	130.00
3/1/2023	2233	World Advancement of Technology	water 3/2023-6/2023	2,255.00
3/1/2023	018332112	XEROX - PASADENA	color xerox	373.12
3/1/2023	018332111	XEROX - PASADENA	b/w xerox	146.72
3/2/2023	7690-002 3/20/23	FALLBROOK PUBLIC UTILITY DISTR	2/3/23-3/2/23	313.07
3/2/2023	7690-003 3/20/23	FALLBROOK PUBLIC UTILITY DISTR	2/3-3/2	290.65
3/2/2023	1468	FIRST ALARM WELLNESS	jan 2023 therapy	2,750.00
3/2/2023	INV682148	L.N. CURTIS & SONS	HOSE CLAMPS	3,081.65
3/2/2023	122754396-0014	SUNBELT RENTALS	ST 2 GENERATOR	2,027.05
3/3/2023	MANN'S RETIREMENT	SUSANA ARRIAGA	mann's retire party donation	300.00
3/3/2023	00865	NHA ADVISORS, LLC	PENSION OBLIGATION BONDS COMPL	3,300.00
3/6/2023	03/07/23 REFILL	US POSTAL SERVICE	business reply refill	100.00
3/7/2023	20230307	Ahrend Studio	business portrait session	161.63
3/7/2023	02/2023	UNIFORM SPECIALIST/ACE UNIFORMS	uniform invoice	373.38
3/9/2023	13243	FOWLER PLUMBING	gas piping for dryer, etc.	704.00
3/9/2023	231990	INFOSEND, INC	wildfire symposium print fee	420.00
3/10/2023	5652041862	AUTO ZONE	hood prop w adapter	80.80
3/10/2023	175396	HI-TECH E.V.S. INC.	gasket, impeller shaft, oil	6,053.91
3/10/2023	1301007	LIFE-ASSIST, INC	MEDICAL SUPPLIES	85.80
3/10/2023	24928	NATIONWIDE MEDICAL/SURGICAL	MED SUPPLIES	147.10
3/10/2023	02/2023	POSTAL ANNEX #25	FEB STMT 23	11.18
3/10/2023	5274 4/9/23	RAINBOW MUNICIPAL WATER DIST	2/11-3/10	14.81
3/10/2023	5269 4/9/23	RAINBOW MUNICIPAL WATER DIST	2/11-3/10	169.36
3/10/2023	350512	RINCON TRUCK CENTER, INC.	TURBOCHARGER KIT	2,135.84
3/10/2023	2302099	Wittman Enterprises, LLC	jan + feb 2023 wittman	33,362.76
3/11/2023	970	RIDEOUT ELECTRIC	st 1 LED flood lights for amb	488.70
3/11/2023	0417565031123	TIME WARNER CABLE	3/11-4/10	107.98
3/13/2023	1198 2	MAURICIO VARELA	front counter second half	3,867.40
3/13/2023	287294515164X0321203	AT&T	firstnet	4,765.96
3/13/2023	5652044471	AUTO ZONE	chev bolt pliers holder	15.07

Document Date	Document Number	Vendor Name	Transaction Description	Document Amount
3/13/2023	02SMI55463	CAL PACIFIC TRUCK CENTER, LLC	chamber part	1,832.79
3/13/2023	9500	FIRE AND SAFETY CONSULTING LLC	e115 low beam rht	216.37
3/13/2023	10904	JIM'S SIGN SHOP	NC FIRE TABLE THROW	223.86
3/14/2023	973	RIDEOUT ELECTRIC	240 V PLUG FOR SAUNA	500.00
3/15/2023	03/2023 1	FALLBROOK OIL COMPANY	march stmt 1 fuel	4,375.76
3/15/2023	04/2023	LEGAL SHIELD	LEGAL SHIELD	424.70
3/15/2023	1810	NORTH COUNTY FENCE	ST 2 FENC/GATE	7,200.00
3/16/2023	298541	BURKE, WILLIAMS & SORESENEN, LLP	amr v ca dept of health	1,870.00
3/16/2023	298540	BURKE, WILLIAMS & SORESENEN, LLP	general counsel feb 2023	7,587.25
3/17/2023	7970 4/16/23	RAINBOW MUNICIPAL WATER DIST	2/18-3/17	492.85
3/20/2023	0000240032023	TIME WARNER CABLE	3/20-4/19	149.95
3/22/2023	062997645X230322	DIRECTV	3/21-4/20	183.98
3/22/2023	13252	FOWLER PLUMBING	electronic leak detection	165.00
3/22/2023	12716	Sylvester Roofing Co, Inc.	ADMIN ROOFING REPAIR	9,671.00
3/22/2023	AUGUST 844.44	US BANK GOVERNMENT SERVICES	cal card	844.44
3/22/2023	BEEGHLEY 2-22-23	US BANK GOVERNMENT SERVICES	cal card apple	0.99
3/22/2023	BRADSHAW 135.74	US BANK GOVERNMENT SERVICES	cal card flood lights	135.74
3/22/2023	BOARD 197.39	US BANK GOVERNMENT SERVICES	board and employee supplies	197.39
3/22/2023	CRAVEN 1068.08	US BANK GOVERNMENT SERVICES	ridged fence slats	1,068.08
3/22/2023	CRILLY 45.74	US BANK GOVERNMENT SERVICES	breakfast burritos	45.74
3/22/2023	DECAMP 19.3	US BANK GOVERNMENT SERVICES	starbs	19.30
3/22/2023	GLASGOW 434.09	US BANK GOVERNMENT SERVICES	map cover, door parts	434.09
3/22/2023	LEWIS 584.74	US BANK GOVERNMENT SERVICES	fire hooks, battery storage	584.74
3/22/2023	LINDSEY 51.68	US BANK GOVERNMENT SERVICES	kitchen towels, cups	51.68
3/22/2023	MACMILLAN 136.51	US BANK GOVERNMENT SERVICES	chipotle, drywal	136.51
3/22/2023	QUINN 276.81	US BANK GOVERNMENT SERVICES	batteries, blades	276.81
3/22/2023	RUSSELL 238.45	US BANK GOVERNMENT SERVICES	cast iron, kitchen supplies	238.45
3/22/2023	SAHAGUN 197.66	US BANK GOVERNMENT SERVICES	solar panel	197.66
3/22/2023	SWANGER 1859.6	US BANK GOVERNMENT SERVICES	clicker, cables, printer	1,859.60
3/23/2023	7690 4/10/23	FALLBROOK PUBLIC UTILITY DISTR	2/24-3/23	52.09
3/23/2023	7690-001 4/10/23	FALLBROOK PUBLIC UTILITY DISTR	2/24-3/23	694.55
3/24/2023	350909	RINCON TRUCK CENTER, INC.	CALIPER ABP	2,851.66
3/27/2023	04/2023	THE STANDARD	april 2023 ltd	580.00
3/28/2023	04/2023	Harry J. Wilson Insurance Center	april 2023	2,352.00

NORTH COUNTY FIRE PROTECTION DISTRICT
AMBULANCE REVENUE FY 2022-2023

MONTH	BILLED	CONTRACTUAL WRITE DOWNS	TOTAL AR		BAD DEBT WRITE-OFFS	REFUNDS	ADJ AR	DEPOSITS RECIEVED	BILLING FEES	FY 22-23		FY 21-22	
			FY 22-23	FY 21-22						NET REVENUE	NET REVENUE		
7/31/2022	1,005,715.27	663,008.61	342,706.66	317,581.59	83,366.70	-	259,339.96	286,066.64	16,869.08	269,197.56	203,815.33		
8/31/2022	771,213.15	578,634.09	192,579.06	315,611.85	55,288.70	-	137,290.36	276,934.78	16,339.15	260,595.63	202,470.25		
9/30/2022	1,203,845.51	749,103.22	454,742.29	257,596.92	47,669.25	10,692.16	396,380.88	259,622.00	14,686.86	244,935.14	232,506.80		
10/31/2022	1,171,138.51	777,063.23	394,075.28	264,909.36	49,515.13	-	344,560.15	287,858.93	16,965.71	270,893.22	177,745.72		
11/30/2022	1,316,442.53	844,778.41	471,664.12	334,820.00	31,230.75	-	440,433.37	314,273.71	18,345.99	295,927.72	214,112.18		
12/31/2022	1,151,678.16	814,368.68	337,309.48	283,553.48	9,765.96	1,417.68	326,125.84	306,265.78	17,970.99	288,294.79	212,638.48		
1/31/2023	1,163,518.87	714,806.07	448,712.80	283,859.12	35,145.79	8,126.46	405,440.55	273,190.13	15,638.76	257,551.37	186,310.11		
2/28/2023	1,214,876.96	756,226.83	458,650.13	317,155.17	95,597.96	3,956.85	359,095.32	304,363.68	17,724.00	286,639.68	268,706.46		
3/31/2023	1,163,877.95	684,493.15	479,384.80	293,371.47	72,002.99	856.42	406,525.39	390,241.42	22,973.72	367,267.70	238,344.75		
4/30/2023			-	342,618.35			-				203,388.19		
5/31/2023			-	270,706.20			-				240,142.45		
6/30/2023			-	302,374.55			-				226,968.54		
TOTAL:	10,162,306.91	6,582,482.29	3,579,824.62	2,668,458.96	479,583.23	25,049.57	3,075,191.82	2,698,817.07	157,514.26	2,541,302.81	1,936,650.08	New Revenue Change	31.22%
					Net A/R Change		34.15%						

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: STANDING ITEM: POLICIES AND PROCEDURES

The following Policies and Procedures are being presented for review and approval:

1. **None.**

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North County Fire



MONTHLY OPERATIONS ACTIVITY REPORT:

Mar 2023

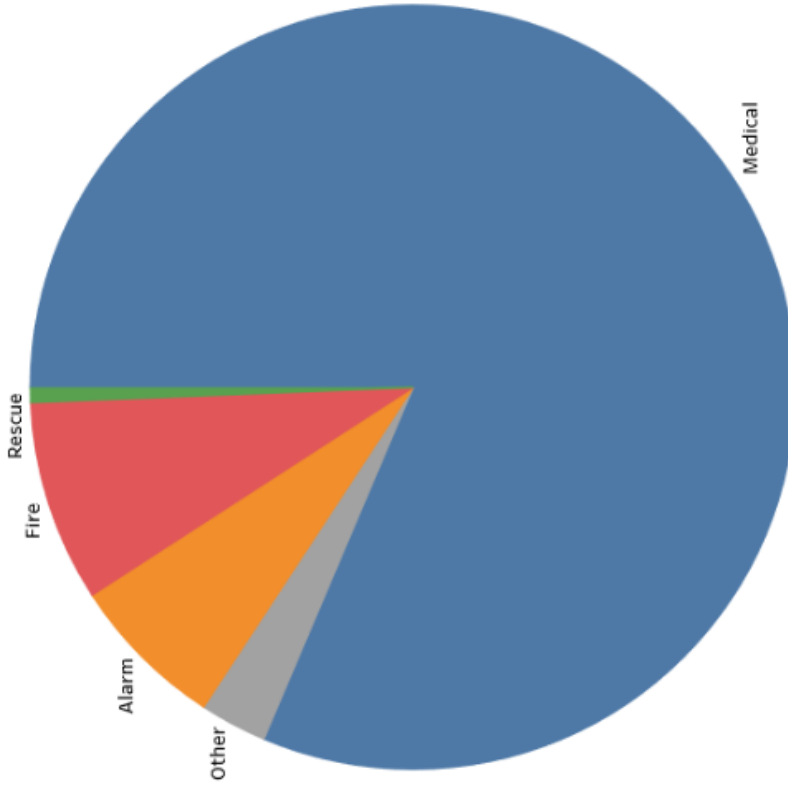
Assigned Incidents

Assigned Incidents for NORTH COUNTY FPD
March 2023

Agency
NORTH COUNTY FPD

Month and Year
March 2023

Medical	516 incidents / 81.39%
Fire	54 incidents / 8.52%
Alarm	42 incidents / 6.62%
Rescue	4 incidents / 0.63%
Other	18 incidents / 2.84%
Grand Total	634 incidents / 100.00%



Problem Category

- Medical
- Other
- Alarm
- Fire
- Rescue

Total incidents year to date:
Mar 2022: 1,678
Mar 2023: 1,776

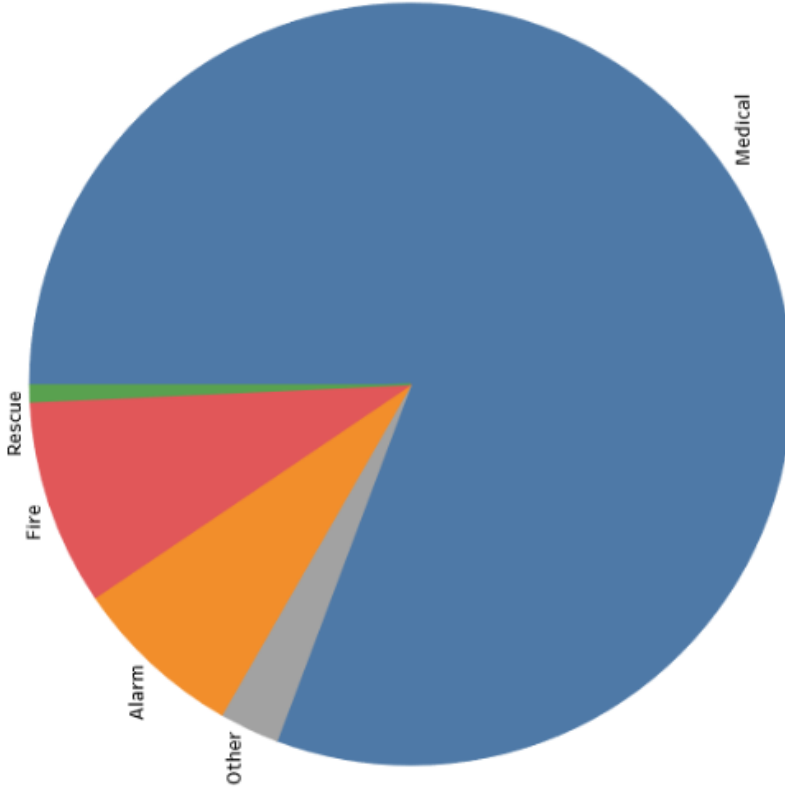


Incidents in Jurisdiction

Incidents in NORTH COUNTY FPD Jurisdiction
March 2023

Jurisdiction	NORTH COUNTY FPD
Month and Year	March 2023

Medical	444 incidents / 80.73%
Fire	48 incidents / 8.73%
Alarm	40 incidents / 7.27%
Rescue	4 incidents / 0.73%
Other	14 incidents / 2.55%
Grand Total	550 incidents / 100.00%



Problem Category
■ Medical
■ Other
■ Alarm
■ Fire
■ Rescue

Total incidents year to date:
Mar 2022: 1,448
Mar 2023: 1,529



Turnout Time

(Time of station notification to responding)

90th Percentile – Emergency Calls Only

Shift	Unit Name	March	Shift	Unit Name	March	Shift	Unit Name	March
A-SHIFT	B111	0:01:00 (7)	B-SHIFT	B111	0:00:50 (9)	C-SHIFT	B111	0:01:07 (11)
	BLS116	0:00:04 (1)		E111	0:01:17 (56)		E111	0:01:42 (60)
	E111	0:01:23 (62)		E112	0:01:05 (26)		E112	0:01:31 (37)
	E112	0:00:57 (22)		E113	0:01:26 (25)		E113	0:01:26 (15)
	E113	0:01:44 (13)		E114	0:01:42 (40)		E114	0:01:47 (30)
	E114	0:01:57 (29)		E115	0:01:11 (34)		E115	0:01:34 (21)
	E115	0:02:05 (28)		M111	0:01:27 (49)		M111	0:01:41 (48)
	M111	0:01:26 (46)		M114	0:01:27 (41)		M114	0:01:44 (43)
	M114	0:02:01 (32)		M115	0:01:15 (41)		M115	0:01:37 (27)
	M115	0:01:17 (28)		RA115	0:00:59 (3)		RA115	0:00:28 (2)
	RA115	0:00:54 (2)						



Aid Given/Received

Aid Given by NORTH COUNTY FPD
March 2023 : Incident Count

Jurisdiction (group)	
CAL FIRE	32
CAMP PENDLETON	
CARLSBAD FD	
ENC/SOL/DMR FD	
ESCONDIDO FD	
NORTH COUNTY FPD	
OCEANSIDE FD	33
PALA FD	2
PAUMA FD	
RANCHO SANTA FE FPD	
RINCON FD	
SAN DIEGO FD	
SAN MARCOS FD	
SAN PASQUAL RESV FD	
VALLEY CENTER FPD	3
VISTA FD	14
Grand Total	84

Incidents outside of jurisdiction to which units were assigned, sorted by jurisdiction

Aid Received by NORTH COUNTY FPD
March 2023 : Incident Count

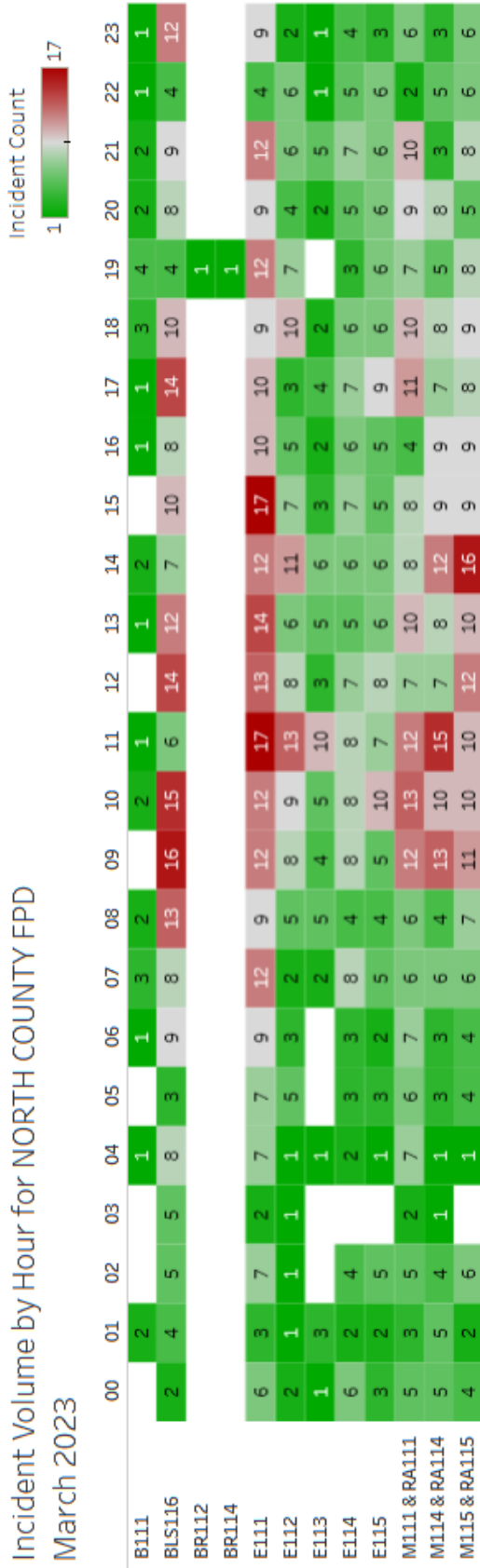
Home Jurisdiction	
CAL FIRE	4
CAMP PENDLETON	31
CARLSBAD FD	2
ENC/SOL/DMR FD	
ESCONDIDO FD	
NORTH COUNTY FPD	
OCEANSIDE FD	17
PALA FD	9
PAUMA FD	
RANCHO SANTA FE FPD	
RINCON FD	
SAN DIEGO FD	1
SAN MARCOS FD	
SAN PASQUAL RESV FD	
VALLEY CENTER FPD	
VISTA FD	32
Grand Total	96

Incidents within jurisdiction to which outside units were assigned, sorted by home jurisdiction



Incident Volume by Hour

Incident Volume by Hour for NORTH COUNTY FPD
March 2023



Count of ID broken down by Time Assigned Hour vs. Unit Name.



Incidents by Unit

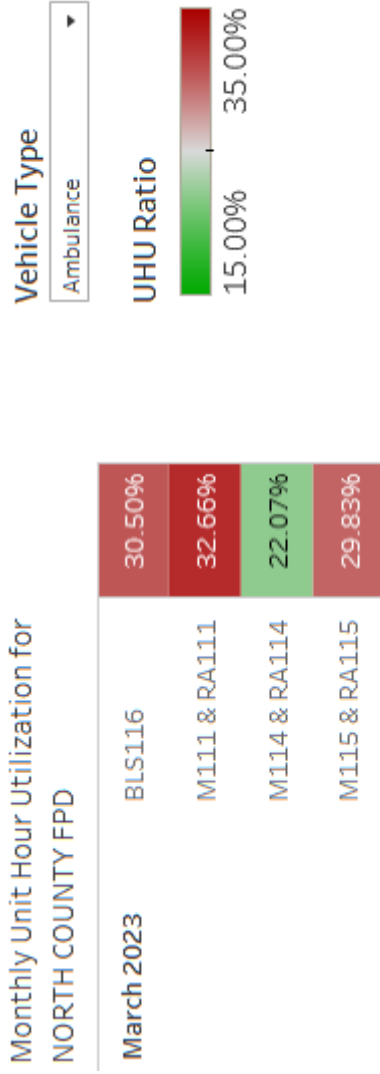
Incidents by Unit for NORTH COUNTY FPD
March 2023

Ambulance	BLS116	206
	M111 & RA111	176
	M114 & RA114	154
	M115 & RA115	171
	Total	707
Brush	BR112	1
	BR114	1
	Total	2
Engine / Truck	E111	234
	E112	126
	E113	65
	E114	124
	E115	119
	Total	627
Other Units	B111	30
	Total	30
Grand Total		975

Count of Distinct Time Assigned broken down by Apparatus Type and Unit Name.



Ambulance Unit Hour Utilization



UHU percentages are calculated only for completed months/years. The current month/year will not show a correct value. Time Committed is calculated by Time Call Cleared minus Time Assigned.



Transports

NORTH COUNTY FPD Transports March 2023

Name	#
BLS116	121
M111	120
M114	83
M115	85
RA115	9
Grand Total	418

These two tables display a distinct count of ID broken down by Destination. Only transports which arrive at a destination are counted.

NORTH COUNTY FPD Transport Destinations March 2023

Destinations	F
PALOMAR HOSPITAL	159
TEMECULA VALLEY HOSPITAL	139
TRI CITY MEDICAL CENTER (TCMC)	78
SCRIPPS ENCINITAS HOSPITAL	26
CHILDRENS HOSPITAL	6
RANCHO SPRINGS HOSP.	3
MCP NAVAL HOSPITAL	2
VA SAN DIEGO HEALTHCARE SYSTEM	1
SHARP MEMORIAL HOSPITAL	1
SCRIPPS MERCY HOSPITAL SAN DIEGO	1
SCRIPPS HOSPITAL LA JOLLA	1
	1
Grand Total	418



Health & Safety

Injuries &

Illness

3 Injuries

Accidents

0 vehicle





**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: Board of Directors
FROM: Operations/EMS Division
DATE: April 25, 2023
SUBJECT: Customer Satisfaction Survey Program, 2023 – 1st Quarter Results

CONSENT AGENDA

RECOMMENDATION:

Review the report as submitted. In looking at the overall percentage of satisfaction with our service, our customers continue to rate their level of satisfaction overwhelmingly in the “excellent” category.

BACKGROUND:

This report focuses on two areas, direct feedback based on surveys sent to patients transported by North County Fire and our Service/Sympathy card program. The distribution of the survey is based on the 2023 Payer Class percentages according to our ambulance billing company, Wittman Enterprises. This quarter’s customer satisfaction results incorporate surveys received from January 1st, 2023 through March 31st, 2023. The following is a listing of the type and number of individual payer classes that are randomly mailed surveys on a monthly basis.

2023 Payer Class	
Private Commercial Insurance (includes Champus/Active Duty)	26
Medi Cal	10
Medicare (includes Senior HMO)	54
Cash	10
Total	100

DISCUSSION:

The survey results are reported on quarterly intervals to all safety employees. The sharing of this information with all employees provides a heightened awareness regarding our customer’s experience in the field. If a system or human deficiency trend is noted, the management staff will coordinate any measures necessary to correct the problem.

Customer Satisfaction Survey Program

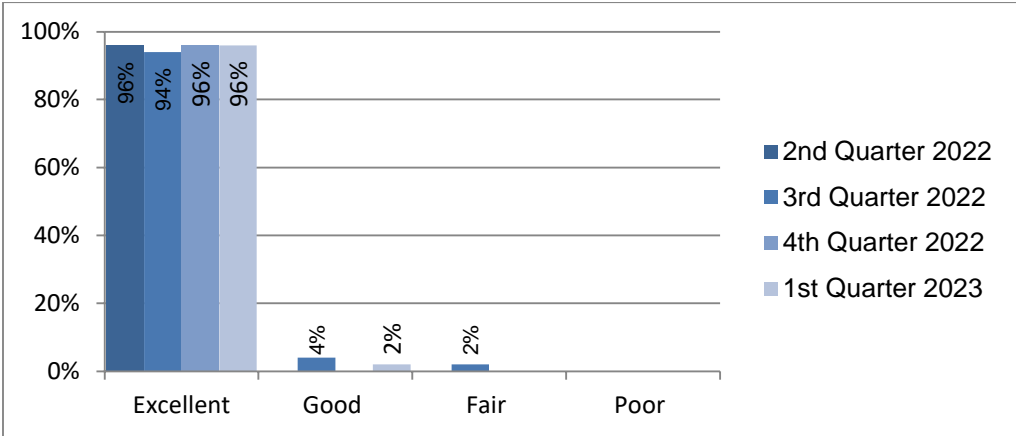
Tuesday, April 25, 2023

Page 2 of 3

The first section of the *Satisfaction Survey Form* evaluates the customer’s overall satisfaction with our service by rating it from “Excellent” to “Poor.” The second section of the form allows the customer to provide comments on their perception of the service they received. This quarter 300 surveys were mailed, and 83 surveys were returned (27%).

Ninety six percent (96%), or 80, of the surveys returned indicated “excellent” customer satisfaction as indicated on the chart below:

2022-2023 Customer Satisfaction Results



The customer comment portion of the survey has proven to be most effective by allowing us to hear the customer’s opinions or concerns firsthand, thus allowing us to mitigate any problems as quickly as possible. These comments are reported on *Attachment-A* of this report.

In order to maintain Continual Quality Improvement (CQI) for this program, the responses are reviewed for any unusual comments or areas of concern. When necessary, incident documents will be reviewed. If a poor rating or adverse report is noted, the Operations Chief reaches out to seek clarification and ultimately improve services. If indicated, this review may warrant further investigation or training to mitigate potential customer service issues.

SERVICE/SYMPATHY CARD PROGRAM:

The District continues to utilize a Service/Sympathy Card Program to promote excellence in our emergency delivery services. This particular program allows our firefighters to correspond with our customers by personally signing and mailing “Service Cards.” This post-incident program has proven invaluable in maintaining a positive relationship with our community through personal contact between our firefighters and the customers they serve. The “Sympathy Cards” are utilized in the same way by corresponding concern with a deceased patient’s family.

Customer Satisfaction Survey Program

Tuesday, April 25, 2023

Page 3 of 3

The following data identifies the total number of Service and Sympathy cards completed by each crew during this report’s time frame:

	“A” CREW	“B” CREW	“C” CREW	TOTAL
1ST Q 2023	191	171	132	494
4TH Q 2022	355	294	312	961
3RD Q 2022	65	49	20	134
2ND Q 2022	81	109	21	211

The above numbers represent 38% of total cards sent by A Shift, 34% of total cards sent by B Shift and 26% of total cards sent by C Shift.

FISCAL ANALYSIS:

The increased use of Service Cards has contributed to increased expenditures in both printing and postage. Annually, the Program costs approximately \$2,000.00 to operate. It is our belief that enhanced public relations and the benefits these cards represent is worth the expenditure.

SUMMARY:

The North County Fire Protection District takes seriously the demeanor and professional conduct of its employees while providing emergency services. Our Customer Survey Program provides a tool to measure and quantify this area and if necessary, implement and/or modify the emergency delivery system to ensure its ability to meet customer expectations. This program, which is now in its seventeenth year, consistently reflects a high degree of satisfaction with the services delivered by the employees of the North County Fire Protection District, beginning from the request for service up to and including final mitigation of the incident.

Attachment A



North County Fire Protection District
 Customer Satisfaction Survey
 First Quarter 2023
 January- March
 Attachment A



Intake Number	Date Received	Follow Up	Customer Comments
23-1-1	1/3/2023		The fire crew is always great they have been to my house often enough that they can see the difference of how I am very attentive and listen and act fast.
23-1-2	1/10/2023		They arrived quickly, put my mind at ease and transported me to Temecula Valley Hospital. At all times I was treated with dignity and respect. Thank you all.
23-1-3	1/11/2023		I am unable to answer these questions as the person who used the services has dementia and lives in a memory care facility.
23-1-4	1/11/2023		Excellent.
23-1-5	1/13/2023		You have a fantastic organization that has given us wonderful service on several occasions. We appreciate the professionalism and compassion of your first responders and have significant peace of mind knowing we can count on you in difficult times. Thank you!
23-1-6	1/19/2023		Response was quick and quiet not sure if it was a good idea to encourage me to be taken to the hospital. My stay there was very unpleasant- did not solve any issue. Personnel from Fire Department were extremely calming and very much appreciated.
23-1-7	1/19/2023		No the my did this
23-1-8	1/19/2023		The team responded quickly after minutes of me making the 911 call. I cannot express the sincere gratitude I have for the following respondents: Role Call E112- Capitan Mattarollo, Engineer Moritz, FF/PM Rutledge Roll Call M111: Paramedic Guzman, EMT Goode. The above individuals were very courteous, professional and personable. They should all be commended in front of their leaders and peers alike for the "can do" attitude. I am grateful for the team and the service provided. The only thing I would improve is to have more professionals like them.
23-1-9	1/20/2023		You guys are the <u>BEST</u> . NCFPD is blessed to have a great group of men. As a supervisor at Fallbrook Hospital for many years I came in contact with many of you. You were always professional, kind and dedicated. I might also add always hungry and thirsty!! Thanks
23-1-10	1/20/2023		The response time from initial call to 911 and the ambulance showing up to our home was only 8 minutes at most. Very quick response time. All workers were so professional and courteous. We are ever grateful for their work! The Fire Department/ ambulance crew also sent a Christmas card following incident. He expected much care. Thank you! – No improvement needed. We just send our gratitude!
23-1-11	1/22/2023		Excellent.



North County Fire Protection District
 Customer Satisfaction Survey
 First Quarter 2023
 January- March
 Attachment A



Intake Number	Date Received	Follow Up	Customer Comments
23-1-12	1/23/2023		Called- came in a timely manner, courteous- explained what they were going to do and what they wanted me to do. Had to get myself in the step chair. Going down steps wasn't fun as it had no arm rests. The perception was I was going to fall. When we got to the EMT Van they laid out the step chair flat to transfer me to a gurney and into the van. Took blood pressure, oxygen and heart readings. Also talked with to keep me aware what was going on. Once at the hospital transferred me into a hospital gurney and stayed with me through check in. thanked them for their help. Luckily for me they (hospital) took tests and gave me medication and I was able to walk and they sent me home. Shortly after received best wishes from them and if I needed further assistance please do not hesitate to call on them again. Many thanks to them> Paramedic Soldona and Intern Johnson, EMT Web.
23-1-13	1/23/2023		Our paramedics were efficient and knew their job well. They got my husband to Temecula Valley Hospital quickly. Thank you so much!
23-1-14	1/24/2023		Your guys were great! My 19-year-old son was here with me and called 911. He was pretty upset. Your staff's confident and excellent care gave him peace in a challenging situation. They allowed him to ride along in the ambulance since my husband was meeting us at the hospital. Their professionalism shone! Thank you for caring about improving care. Makes me proud of our Fire Department!
23-1-15	1/24/2023		Excellent.
23-1-16	1/25/2023		Excellent.
23-1-17	1/26/2023		Fallbrook is always the BEST. Thank you.
23-1-18	1/27/2023		No need for improvement perfect gentlemen, great service.
23-1-19	1/30/2023		All fire personnel were professional and proficient. They were professional and proficient. They were organized, polite, clean, and excellent in every way! They were also compassionate and comforting. Outstanding!!!
23-1-20	1/30/2023		Terrific service! Very professional, courteous, calming. Listened, paid attention, and advised. Felt very well cared for- Thank you!
23-1-21	1/31/2023		The service could not have been better. Thank you.
23-1-22	2/1/2023		To my Heroes, On December 30, 2022, while eating breakfast in our dining room, I started coughing to the point where it was affecting my breathing. I knew I was in trouble. I barely made it to the med office. In fact, I don't remember much of anything that occurred over the next two or three hours. I am fortunate to have med techs at Silvergate that recognized immediately the severity of my situation and called 911. Your paramedics arrived quickly, and I was told later that they too did not waste any time while treating me and preparing me for transport. Palomar ED was waiting for my arrival and took further steps get me back to normal. I am sad to say that I have had to call upon you a number of times over the years but never for a situation like this that could have gone south so fast. So, I thank you for being there for me. Station 1, C crew and Station 5, C crew specifically but overall North County Fire Protection District are the greatest. Thank you.
23-1-23	2/2/2023		Professional, done with no pain to patient. No improvements necessary.



North County Fire Protection District
 Customer Satisfaction Survey
 First Quarter 2023
 January- March
 Attachment A



Intake Number	Date Received	Follow Up	Customer Comments
23-1-24	2/1/2023		Thank you so much for your prompt efficient services. I couldn't have gotten my husband to the hospital without your help.
23-1-25	2/1/2023		Everything was very good and better! The crew could not have been better! I am so fortunate to have you so close to me.
23-1-26	2/2/2023		No, todo estuvo perfecto, fueron muy amables y preciosos. Muchas gracias por todo. Sinceramente agradecido.
23-1-27	2/6/2023		The EMT's were great! The ride to the hospital was a little rough and shaky but that is to be expected.
23-1-28	2/7/2023		Excellent.
23-1-29	2/8/2023		Excellent.
23-1-30	2/15/2023		My sincerest thanks to the men and women of North County Fire for their quick, professional response. I slipped and fell in my shower, ended up with multiple tears in my hamstring muscles. Recognizing I was in no condition to help myself the carefully lifted me out of the shower and onto their gurney. Their optimistic attitude did wonders to relieve my initial fears. Thank you one and all.
23-1-31	2/22/2023		Dear Fire & EMT's you have come to our home 4 times since January 2023. Many other times in the past sixteen years all for my husband. Each and every time you worked around all the vehicles in our mobile home park on a road. You gave me great advise and took consideration of what happened. You all stand out and so many of you have come here. Sincerely grateful and many thanks for your assistance with taking Charles to Palomar Hospital- Old and New.
23-1-32	2/22/2023		Se aseguraron que la paciente tuviera en casa de hospital.
23-1-33	2/22/2023		Your staff was very helpful and pleasant. It felt like they were very thorough making sure I didn't have a heart attack. I had a vertigo attack and was vomiting and my blood pressure was very high. Very good service.
23-1-34	2/22/2023		Dear NCFPD, Thank you so much for your immediate response to our needs for emergency services. We appreciate your professionalism and compassion. All is well at the home front.
23-1-35	22/23/2023		Excellent.
23-1-36	2/23/2023		Excellent.
23-1-37	2/23/2023		Good service, nice guys, helpful.
23-1-38	2/28/2023		My husband's blood pressure was very low and he began to convulse and became unconscious. I called 911 and the dispatcher directed me to check for heartbeat and breathing he became conscious but was very confused. The paramedics arrived. While examining him he started confusing again. He was transported to Palomar for treatment. He was low on potassium and was dehydrated. During the past two years we have called 2 other times for medical assistance. On another occasion my husband had a severe cut on his head and I stopped at the fire station on Olive Hill. They bandaged his head to stem the bleeding. I took him to Palomar for stitches. I really appreciate the firemen for their care and service.



North County Fire Protection District
 Customer Satisfaction Survey
 First Quarter 2023
 January- March
 Attachment A



Intake Number	Date Received	Follow Up	Customer Comments
23-1-39	2/28/2023		I was at Riverview Church in Bonsall for a bible study class when I experienced a sharp pain on the right side of my groin. We were sitting at a low table for preschool class. I believe I had a pinched nerve and closed my eyes. The leader asked to call the paramedics because they were worried, I was having a stroke. They arrived quickly and preformed an EKG and took a sample of blood. The results showed no evidence of a blood clot, etc. Told me to check with my doctors. Everything turned out OK. They were very professional and efficient. Thank you.
23-1-40	2/28/2023		Thank you so very much for all you did to make my husband, as comfortable as possible when he needed to be transported to Palomar Hospital. All of you are angels when you come to the rescue. We are so grateful for your outstanding service. Thank you so very much!
23-1-41	2/28/2023		I want to thank everyone in the crew who took care of my husband. I was driving to the hospital but husband was in so much pain I had to stop at the station at Olive Hill, I woke them up. They were so patient and pleasant to me and my husband. They took him to La Jolla UCSD, knowing that it was further then they normally go. It put me at ease that they took him instead of me driving there myself. Thanks for all that you do for our community.
23-1-42	2/28/2023		Wonderful crew- kind- thorough- efficient-
23-1-43	2/28/2023		Excellent.
23-1-44	2/28/2023		Absolutely cannot say how caring and comforting the staff was. It truly made my tri less frightening. Thank you so much for the wonderful care you provided! Thank you.
23-1-45	2/28/2023		Excellent.
23-1-46	2/24/2023		You did a wonderful job when I was ill and called you for your help. Thank you! We are lucky to live here!
23-1-47	2/25/2023		The "Good" rating is because your <u>billing agency (Wittman Enterprise)</u> would not call me back over the billing code. The EMT's were excellent and the "operations" part of the No. County Fire Protection District was professional. Your billing contractor was very frustrating, it took almost a month to contact that agency. They wouldn't call back.
23-1-48	2/27/2023		They are the "BEST". They were very helpful!! Very kind!! They even helped to clean up the carpet where my husband fell and there was blood on the carpet. They went above and beyond!! Thank you so very much!!
23-1-49	2/27/2023		Excellent.
23-1-50	2/27/2023		Excellent.
23-1-51	3/2/2023		Very helpful- great service I was very pleased with all of their help.
23-1-52	3/2/2023		What a wonderful experience. Great people. They solved my problem. Thank you
23-1-53	3/1/2023		The service team did an amazing job at assessing the situation and in determining the appropriate action. They made all the correct decisions for what was best for my husband's care. He did in fact suffer a TIA and was taken to Temecula Valley Hospital which specializes in stroke care and prevention. Thank you!



North County Fire Protection District
 Customer Satisfaction Survey
 First Quarter 2023
 January- March
 Attachment A



Intake Number	Date Received	Follow Up	Customer Comments
23-1-54	3/2/2023		Very professional careful transitions loading and unloading. Fast response, quick and efficient. Transportation seemed long. Staff was qualified and compassionate. Thank you.
23-1-55	3/2/2023		Excellent.
23-1-56	3/2/2023		Excellent.
23-1-57	3/6/2023		Very professional, knowledgeable, & efficient. I believe they saved my life. 10 stars out of 5. Thank you.
23-1-58	3/8/2023		Very grateful for our Fire Department. Every team was excellent. I am proud of our whole District. Thank you!
23-1-59	3/8/2023		Quick to arrive and well trained
23-1-60	3/8/2023		My husband was home in hospice care. We had to call for help when he was unresponsive. Our Fire Department was quick to arrive and extremely well trained.
23-1-61	3/15/2023		Responders were prompt, efficient, effective, and courteous. My overall experience was one of the excellent, professional care. I shall hope not to require their services again, but if I should, I know I can count on them to do whatever is required to assist me. Thank you to all of the dedicated, expert members of my response team, I am fully recovered thanks to your hard work.
23-1-62	3/15/2023		1 st time I have had to call ambulance came promptly- very kind gentlemen once at emergency they stayed with me til hospital took over made me feel comfortable and at ease I appreciate all they did for me.
23-1-63	3/21/2023		S. Life Savers. Thank you.
23-1-64	3/21/2023		I slipped and fell at 99 cents only store. And the paramedics were called. Since I have heart failure and my blood pressure was high I was taken to Palomar Hospital it overall was a professional experience.
23-1-65	3/21/2023		Excellent.
23-1-66	3/21/2023		Excellent.
23-1-67	3/22/2023		Good.
23-1-68	3/22/2023		Everyone was tentative, helpful and saved my daughter. Greatly appreciative! Thank you!
23-1-69	3/22/2023		I have no idea how they can improve their service- they were gentle and very professional.
23-1-70	3/22/2023		None at this time.
23-1-71	3/23/2023		A life saver. Thank you.
23-1-72	3/24/2023		So thankful Fallbrook has such professional service available.
23-1-73	3/24/2023		They responded quickly and professionally and assisted me to Temecula Valley Hospital ER in timely manner.
23-1-74	3/24/2023		The paramedics that came and took me to Palomar Hospital ER were efficient and polite. My only suggestion would be to call different ERs to find out how busy they are. It would be more beneficial to possibly drive a longer distance to be able to have the patient triaged by the hospital personnel so they can leave. It seemed a waste of their time to wait at Palomar for 3 hours until hospital staff took over.



North County Fire Protection District
 Customer Satisfaction Survey
 First Quarter 2023
 January- March
 Attachment A



Intake Number	Date Received	Follow Up	Customer Comments
23-1-75	3/24/2023		I was not able to walk I had great pain in my right leg. Stayed overnight was diagnosed with sciatic nerve and received treatment all the EMTs were very kind and made sure I got to Scripps and waited with me until I was taken to the ER I am 85 and did not know what was causing the pain I never had sciatic nerve or the pain it causes. Thank you for caring.
23-1-76	3/25/2023		My husband has a heart condition and we have had to call 9-1-1 three times since Thanksgiving 2022. Each time the NCFPD ambulance and EMTs, paramedics have arrived quickly. They are professional and thoughtful, treating my husband with kindness and respect each time. Each time I have been so grateful for their expert, caring services. Please thank all of your employees for us for their service to this community.
23-1-77	3/27/2023		No- service was perfect! Thanks guys! I am doing well.
23-1-78	3/27/2023		Called 911 for my mom. I was surprised how quickly they guys made it. They were very professional and did a great job! Thanks!
23-1-79	3/27/2023		Thank you- very much.
23-1-80	3/27/2023		Thank you- very much.
23-1-81	3/13/2023		Excellent.
23-1-82	3/29/2023		Excellent.
23-1-83	3/29/2023		Excellent.



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: FIRE CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: REIMBURSEMENT RESOLUTION 2023-03 FOR CONSTRUCTION OF
FIRE STATION 4

ACTION AGENDA

RECOMMENDATION:

That the Board of Directors approve a Reimbursement Resolution (Attachment A) for anticipated costs associated with the construction of a permanent Fire Station #4 (the "Project").

BACKGROUND:

A reimbursement resolution (aka declaration of official intent to reimburse) is a resolution required by the IRS declaring a public agency's official intent to reimburse the general fund, or another fund, for project expenses paid by the agency *prior to* the availability of the proceeds from the debt issue.

A reimbursement resolution does not commit an agency to issuing tax-exempt bonds at any point in the future. Rather, it provides flexibility for agencies, so that if they do wish to issue tax-exempt debt in the future, they have the ability to do so.

DISCUSSION:

As Staff moves forward with the replacement of Fire Station #4, the District will inevitably incur expenses related to the Project. Preliminary funding such as construction management costs, which will ultimately determine Project costs, may be covered by funding such as the \$500,000 awarded to the District in the 22/23 California State budget and through available District facility funds.

Financing options for the Project will be brought back to the Board in the future for further consideration.

FISCAL ANALYSIS:

None at this time.

REIMBURSEMENT RESOLUTION

4/25/2023

PAGE 2 OF 2

SUMMARY:

Adopting a reimbursement resolution now will provide flexibility for reimbursement of costs associated with the Project but does not commit the District to any fixed financing option.

Once a determination is made regarding the actual costs associated with the Project and full Project funding is required, Staff will return to the Board with a financing recommendation for Board consideration.

Attachment A

NORTH COUNTY FIRE PROTECTION DISTRICT RESOLUTION 2023-03



RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY FIRE PROTECTION DISTRICT DECLARING ITS OFFICIAL INTENT TO OBTAIN REIMBURSEMENT OF CERTAIN EXPENDITURES FROM PROCEEDS OF TAX-EXEMPT OBLIGATIONS

WHEREAS, the Board of Directors of the North County Fire Protection District (“Issuer”) plans to arrange for the issuance of one or more issues of tax-exempt obligations (“Bonds”) within the State of California to finance or refinance the acquisition, construction, expansion, rehabilitation, remodeling, renovation, and equipping of certain public facilities and improvements, as provided in Exhibit A attached hereto and incorporated herein (the “Project”);

WHEREAS, the Issuer intends to finance the acquisition of the Project or portions of the Project with the proceeds of the sale of obligations the interest upon which is excluded from gross income for federal income tax purposes (the “Obligations”); and

WHEREAS, prior to the issuance of the Obligations the Issuer desires to incur certain expenditures (“Reimbursable Expenditures”) with respect to the Project from available monies of the Issuer which expenditures are desired to be reimbursed by the Issuer from a portion of the proceeds of the sale of the Obligations;

WHEREAS, Section 1.150-2 of the Treasury Regulations adopted pursuant to the Internal Revenue Code of 1986 as amended (the “Code”) requires Issuer to declare its reasonable official intent to reimburse Reimbursable Expenditures for the Project with proceeds of a subsequent borrowing in order to reimburse the Reimbursable Expenditures with the proceeds of the Bonds; and

NOW, THEREFORE, the BOARD OF DIRECTORS of the NORTH COUNTY FIRE PROTECTION DISTRICT DOES HEREBY RESOLVE AND DETERMINE AS FOLLOWS:

SECTION 1. The Issuer hereby states its intention and reasonably expects to reimburse Project costs incurred prior to the issuance of the Obligations with proceeds of the Obligations. Exhibit A describes either the general character, type, purpose, and function of the Project, or the fund or account from which Project costs are to be paid and the general functional purpose of the fund or account.

SECTION 2. The reasonably expected maximum principal amount of the Obligations is \$10,000,000.00.

SECTION 3. This resolution is being adopted on or prior to the date (the “Expenditures Date or Dates”) that the Issuer will expend monies for the portion of the Project costs to be reimbursed from proceeds of the Obligations.

SECTION 4. Except as described below, the expected date of issue of the Obligations will be within eighteen months of the later of the Expenditure Date or Dates and the date the Project is placed in service; provided, the reimbursement may not be made more than three years after the original expenditure is paid. For Obligations subject to the small issuer exception of Section 148(f)(4)(D) of the Internal Revenue Code, the “eighteen-month limit” of the previous

NORTH COUNTY FIRE PROTECTION DISTRICT RESOLUTION 2023-03



RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY FIRE PROTECTION DISTRICT DECLARING ITS OFFICIAL INTENT TO OBTAIN REIMBURSEMENT OF CERTAIN EXPENDITURES FROM PROCEEDS OF TAX-EXEMPT OBLIGATIONS

sentence is changed to “three years” and the limitation of the previous sentence beginning with “; provided,” is not applicable.

SECTION 5. Proceeds of the Obligations to be used to reimburse for Project costs are not expected to be used, within one year of reimbursement, directly or indirectly to pay debt service with respect to any obligation (other than to pay current debt service coming due within the next succeeding one year period on any tax-exempt obligation of the Issuer (other than the Obligations)) or to be held as a reasonably required reserve or replacement fund with respect to an obligation of the Issuer or any entity related in any manner to the Issuer, or to reimburse any expenditure that was originally paid with the proceeds of any obligation, or to replace funds that are or will be used in such manner.

SECTION 6. This resolution is consistent with the budgetary and financial circumstances of the Issuer, as of the date hereof. No monies from sources other than the Obligation issue are, or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the Issuer (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, this Board of Directors is not aware of the previous adoption of official intents by the Issuer that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 7. The limitations described in Section 3 and Section 4 do not apply to (a) costs of issuance of the Obligations, (b) an amount not in excess of the lesser of \$100,000 or five percent (5%) of the proceeds of the Obligations, or (c) any preliminary expenditures, such as architectural, engineering, surveying, soil testing, and similar costs other than land acquisition, site preparation, and similar costs incident to commencement of construction, not in excess of twenty percent (20%) of the aggregate issue price of the Obligations that finances the Project for which the preliminary expenditures were incurred.

SECTION 8. This resolution is adopted as official action of the Issuer in order to comply with Treasury Regulation § 1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of Issuer expenditures incurred prior to the date of issue of the Obligations, is part of the Issuer’s official proceedings, and will be available for inspection by the general public at the main administrative office of the Issuer.

SECTION 9. All the recitals in this Resolution are true and correct and this Board of Directors so finds, determines and represents.

NORTH COUNTY FIRE PROTECTION DISTRICT RESOLUTION 2023-03



RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY FIRE PROTECTION DISTRICT DECLARING ITS OFFICIAL INTENT TO OBTAIN REIMBURSEMENT OF CERTAIN EXPENDITURES FROM PROCEEDS OF TAX-EXEMPT OBLIGATIONS

The Secretary of the Board of the North County Fire Protection District shall certify as to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 25th day of April, 2023.

PRESIDENT OF THE BOARD

ATTEST:

BOARD CLERK

EXHIBIT A

DESCRIPTION OF PROJECT

The current North County Fire Protection District (NCFPD) Fire Station #4 was constructed as a temporary facility in 1979. The station has outlived its useful life and no longer meets the needs of the District. A full station replacement is needed to meet the increasing service demands along the I-15 corridor and greater Fallbrook region. The NCFPD Board of Directors (BOD) approved replacing the current temporary station at the March 2023 NCFPD BOD Meeting. They also approved hiring Construction Management Firm *Erickson-Hall Construction* to begin the progressive design/build process. The design/build cost is currently estimated at \$10M. Once a Firm is chosen to design and build the station, a timeline will be created which will include a timeline on debt service.

**NORTH COUNTY FIRE PROTECTION DISTRICT
RESOLUTION 2023-03**



**RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY
FIRE PROTECTION DISTRICT DECLARING ITS OFFICIAL INTENT TO OBTAIN
REIMBURSEMENT OF CERTAIN EXPENDITURES FROM PROCEEDS OF
TAX-EXEMPT OBLIGATIONS**

APPROVED, SIGNED AND ADOPTED at a Regular Meeting of the Board of Directors of the North County Fire Protection District held on this **25th day of April, 2023**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSED:

Cindy Acosta, Board President

I HEREBY CERTIFY that foregoing is a true and correct copy of the Resolution duly and regularly adopted by the Board of Directors of the North County Fire Protection District at the meeting thereof held on the **25th day of April, 2023**, and that the same now appears on record in my office.

IN WITNESS THEREOF, I hereunto set my hand and affixed by official seal this this **25th day of April, 2023**.

Mavis Canpinar, Board Clerk

Official Seal

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**NORTH COUNTY FIRE
PROTECTION DISTRICT**
STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: D/C MACMILLAN AND FIRE CHIEF MCREYNOLDS
DATE: APRIL 25TH 2023
SUBJECT: EMERGENCY FIRE APPARATUS ENGINE REPAIR – RESOLUTION
2023-05

ACTION AGENDA

RECOMMENDATION:

That the Board adopt by a four-fifths vote Emergency Repair Resolution 2023-05 (Attachment A), which will address a full engine replacement to Fire Apparatus Engine 114 by:

- Authorizing and directing the Fire Chief to proceed with an emergency engine replacement in an amount not to exceed \$75,000.00. This emergency funding will come from the District's allocated contingency account in the FY 22/23 budget.

BACKGROUND:

On March 13th, 2023, it was discovered by fleet maintenance personnel that a cylinder rod bearing on Fire Apparatus Engine 114 failed. This failure caused a significant amount of broken metal contaminants to travel through the engine causing other serious damage to multiple components of the motor. Fleet Service Center staff believes the damage is beyond repair and that a full engine replacement is immediately necessary. Currently the District is down a frontline engine and is operating with only one reserve engine, which creates an immediate need for the replacement so that the fleet is operating at a safe capacity. Without Engine 114, there is some risk of not having sufficient capacity to provide emergency services.

The actual calculated engine mileage "industry standard" for fire apparatus is 52 miles per engine hour. This was created because fire engines with pumps spend a great deal of time stationary, but the engine motor is still operating the water pump.

Engine 114 odometer statistics:

- Unit current odometer reading is 125,830 miles.

Emergency Fire Apparatus Engine Repair

April 25, 2023

Page 2 of 2

- Current engine hours 6187 hours
- Actual calculated mileage 320,840 miles

FISCAL ANALYSIS:

Full engine replacement:

- Detroit Diesel Engine Motor \$68,539.75
- Additional Ancillary parts cost \$5,000.00
- **Total Cost Estimate \$73,539.75**

SUMMARY:

Approval of this Emergency Repair Resolution will allow Staff to immediately procure the replacement engine along with ancillary parts. Once the engine arrives, Fleet Service Center Staff will place a high priority on the repairs so that Fire Apparatus Engine 114 can be back in-service in time for the summer 2023 fire season.

Attachment A

NORTH COUNTY FIRE PROTECTION DISTRICT



RESOLUTION 2023-05

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY FIRE PROTECTION DISTRICT AUTHORIZING EMERGENCY ENGINE REPLACEMENT FOR FIRE APPARATUS ENGINE 114

Whereas, on March 13th, 2023, it was discovered by fleet maintenance personnel that a cylinder rod bearing on Fire Apparatus Engine 114 failed. This failure caused a significant amount of broken metal contaminants to travel through the engine causing other serious damage to multiple components of the motor.

Whereas, Fleet Service Center staff believes the damage is beyond repair and that a full engine replacement is immediately necessary.

Whereas, currently the District is down a frontline engine and is operating with only one reserve engine, which creates an immediate need for the replacement so that the fleet is operating at a safe capacity.

Whereas, without Engine 114, there is some risk of not having sufficient capacity to provide emergency services.

Whereas, there is now an emergency need to conduct a full engine replacement on Fire Apparatus Engine 114;

Whereas, Section 6.1 of the North County Fire Protection District Purchasing and Contracting Manual (Manual) provides that during emergencies, the procedures outlined in California Public Contract Code (PCC) §22050 shall be utilized instead of the rules found in Section 5.0 of the Manual when procuring special services or construction work;

Whereas, PCC §22050 authorizes public agencies to utilize special purchasing procedures when emergencies exist;

Whereas, pursuant to 6.2 of the Manual, the District Board may adopt a resolution by a four-fifths vote of all the members of the District Board, declaring that the public interest and necessity demand immediate expenditure of public money to safeguard life, health or property, and the District Board may expend any sum required in the emergency for special services, such as emergency repair work for Engine 114;

Whereas, as provided in PCC §22050(a)(1), in the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing body, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts;

Whereas, pursuant to PCC §22050(a)(2), before a governing body takes any action on emergency purchasing, it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency; and

Whereas, the District Fleet Service Center believes that the cost of a new engine with accessory parts should not exceed \$75,000.00, which is a fair and reasonable price.

NOW, THEREFORE, the Board of Directors of the North County Fire Protection District does resolve as follows:

1. That the above recitations are true and correct.
2. That the public interest and necessity demand immediate expenditure of public money to safeguard life, health or property, specifically to repair Engine 114.
3. That the District Board authorizes and directs the Fire Chief to proceed with the emergency engine repair by purchasing the engine and needed accessory parts in an amount not to exceed \$75,000.00.

APPROVED, SIGNED AND ADOPTED by the Board of Directors, North County Fire Protection District, County of San Diego, State of California, on this **25th day of April, 2023** by the following vote:

AYES:

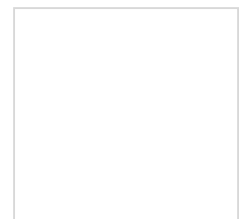
NOES:

ABSENT:

ABSTAIN:

RECUSE:

Cindy Acosta, Board President



ATTEST:

I HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution duly and regularly adopted by the Board of Directors of the North County Fire Protection District thereof held on the **25th day of April, 2023**, and that the same now appears on record in my office.

IN WITNESS THEREOF, I hereunto set my hand and affixed by official seal this **25th day of April 2023**.

Mavis Canpinar
Board Clerk

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NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: FIRE MITIGATION FEE PARTICIPATION AND CAPITAL IMPROVEMENT
PLAN RESOLUTION HEARING

ACTION AGENDA

RECOMMENDATION:

That the Board set a **Public Hearing May 23, 2023, at 5:05 pm** (Attachment A) to pass a NCFPD Resolution to participate in the County of San Diego Fire Mitigation Fee (FMF) Program including the associated Capital Improvement Plan (CIP) for the use of fire mitigation fee revenue for FY 2023-2024.

BACKGROUND:

Pursuant to California Government Code Section 66000, et seq. (Mitigation Fee Act), the County of San Diego is authorized to collect a mitigation fee from applicants for new development to defray costs related to facilities that are incurred due to the development. To participate, the District must pass a resolution to participate and for the County to collect 100% of the FMF on the District's behalf from applicants for building permits or other permits for development within the District's boundaries. The Resolution must also include a five-year Capital Improvement Plan indicating the approximate location, size, time of availability, and cost estimates for long-term Facilities to be financed with the FMF revenue.

DISCUSSION:

New development is anticipated in the District and existing facilities will be inadequate to provide fire suppression or emergency medical services, creating a situation perilous to public health and safety. To mitigate the impacts caused by new development, the District must improve or expand existing facilities and/or construct or acquire new facilities.

The County has established fee ceilings for types of construction by Chapter 3 of Division 10 of Title 8 (commencing with Section 810.301) of the County Code of Regulatory Ordinances (Fire Mitigation Fee Ordinance). Except as otherwise provided in the County Code or state law, all FMF revenue shall be used only to expand the availability of facilities to serve new development within the District's boundaries. FMF revenue shall not be used to address existing deficiencies but may be used in response to increased demand

***FIRE MITIGATION FEE PARTICIPATION AND CAPITAL IMPROVEMENT PLAN RESOLUTION
HEARING
4/25/2023
PAGE 2 OF 2***

reasonably related to the new development to refurbish existing facilities to maintain an existing level of service or achieve an adopted level of service.

FISCAL ANALYSIS:

The County of San Diego recently conducted a FMF “NEXUS Study” to determine appropriate fees for each Fire Protection District. The revised fee schedule for the NCFPD is attached (Attachment B). As a result of the study, FMF revenue could increase approximately 33% (\$720,000) in FY 23/24 over FY 22/23. The District currently has \$1.6M in FMF allocated to the Station 4 replacement project.

SUMMARY:

Once approved, Staff will submit the Resolution to the County of San Diego for processing. It is anticipated that the new fee schedule will be implemented July 1, 2023. This joint participation/capital improvement plan Resolution will be the County of San Diego’s new FMF Resolution standard moving forward.

Attachment A

NORTH COUNTY FIRE PROTECTION DISTRICT

330 S. Main Avenue • Fallbrook, California 92028-2938 • Phone: (760) 723-2005 • Fax: 760) 723-2072 • Web: www.ncfire.org

BOARD OF DIRECTORS

CINDY ACOSTA
JEFF EGKAN
KENNETH E. MUNSON
ROSS PIKE
CHRIS SHAW

KEITH MCREYNOLDS- Fire Chief - kmcreynolds@ncfire.org
KRISTEN STEINKE - District Counsel - ksteinke@bwslaw.com
MAVIS CANPINAR - Executive Assistant/Board Clerk - mavis@ncfire.org

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT THE BOARD OF DIRECTORS OF THE NORTH COUNTY FIRE PROTECTION DISTRICT, 330 South Main Avenue, Fallbrook, California, County of San Diego, will conduct a Public Hearing on **Tuesday, May 23, 2023, at a time certain of 5:05 p.m.** at the Fallbrook Public Utility District, 990 East Mission Road, Fallbrook, California, adopting a Resolution establishing a **Multi-Year Facilities and Equipment Plan for the Fire Mitigation Fee Program** to comply with Government Code §§66000-66002 and the County of San Diego Fire Mitigation Fee Ordinance.

Any taxpayer may appear at said time and place and be heard regarding this item.

Dominic Fieri, Fire Marshal
North County Fire Protection District
(760) 723-2010

BY ORDER OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY FIRE PROTECTION DISTRICT.

Mavis Canpinar
Board Clerk
Dated: April 25, 2023

CERTIFICATION OF POSTING

"I certify that this Notice was posted at the following locations: [1] the entrance of North County Fire Protection District Administrative Offices, [2] Fallbrook Public Utility District Administrative Offices and [3] the Roy Noon Meeting Hall, [4] District's website at <https://www.ncfire.org>. The date of posting was **April 25, 2023.**"

Board Clerk Mavis Canpinar:



Date: April 25, 2023



PROUDLY SERVING THE COMMUNITIES OF FALLBROOK, BONSALE AND RAINBOW

DUTY ~ INTEGRITY ~ RESPECT

Attachment B

DISTRICT	SERVICE POPULATION	RESIDENTIAL	COMMERCIAL / RETAIL	HOTEL	INDUSTRIAL	MEDICAL	OFFICE
North County FPD	\$705	\$1.08	\$0.94	\$0.50	\$0.74	\$1.76	\$3.53



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS AND BOARD CLERK CANPINAR
DATE: APRIL 25, 2023
SUBJECT: REVISIONS TO POLICY - BOARD OF DIRECTORS MEETINGS

ACTION AGENDA

RECOMMENDATION:

That the Board discuss and approve revisions to the NCFPD Board of Directors Meeting Policy (Attachment A).

BACKGROUND:

The Board of Directors Meeting Policy is revised periodically to reflect Board meeting procedures. At the recently attended CSDA Leadership Conference it was noted that our District Board Policy did not identify a procedure for Directors to bring Agenda Items to the Board for consideration. The policy has been revised to reflect that language along with other suggested language edits by District Counsel.

DISCUSSION:

The NCFPD Board of Directors Meetings Policy is the agency manual for Board meetings. The policy includes Board Meeting instruction guidelines on the following items: time and place of Regular and Special Meetings, attendance, agendas, meeting conduct, public hearings, meeting protocol and recording of information. This is an opportunity for the Board to discuss the revisions to the policy.

FISCAL ANALYSIS:

None.

SUMMARY:

Once revisions to the policy are discussed and approved, Staff will ensure the revisions are implemented and that the revised policy is posted.

Attachment A



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

GOVERNANCE
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STANDARD OPERATING GUIDELINES

SECTION 110.012
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BOARD OF DIRECTORS MEETINGS

1.0. **MEETINGS:**

1.1. **TIME AND PLACE:** The Regular Meetings of the Board of Directors shall be held on the fourth Tuesday of each month.

1.1.1. Except as otherwise provided ~~in~~ herein, the Regular Meetings shall commence at the hour ~~of 4:00 P.M., at~~ and the location designated by the Board at ~~each the December Board meeting, at the beginning of each calendar year.~~

~~The Board shall provide by resolution, ordinance, bylaws or by whatever other rule is required for the conduct of business, a time and place for holding regular meetings.~~

1.1.2. Should a Regular Board Meeting date and/or time need to be rescheduled, notice will be provided in advance and determined at a prior Board meeting.

1.2. **ADMITTANCE:** All meetings are open to the public. Closed Sessions may be held as permitted by the Ralph M. Brown Act. Such Closed Session matters are not conducted in public. Government Code §§ 54950-54963.

1.3. **SPECIAL MEETINGS:** Special meetings of the Board of Directors may be called in the manner provided by state law with twenty-four (24) hour notice (Government Code § 54956 (a)).

1.3.1. A Special Meeting may be called at any time by the Presiding Officer of the Board, or by a majority of the Members of the Board, by delivering written notice to each Member of the Board and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the local agency's Internet Web site. The notice shall be delivered personally or by any other means and shall be received at least twenty-four (24) hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board.

1.3.2. Special Meetings in the form of workshops and study sessions may be called to implement policy, study budget, study salaries or other areas that pertain to the District that are open to the public.

1.3.3. Notwithstanding any other law, the Board shall not call a Special Meeting regarding the salaries, salary schedules or compensation paid in the form of



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BOARD OF DIRECTORS MEETINGS

fringe benefits, of the Fire Chief/CEO, as defined Government Code § 3511.1 (d) (Government Code § 54956 (b)).

1.4. EMERGENCY MEETINGS: Emergency meetings of the Board of Directors may be called in the manner provided by state law without complying with the twenty-four (24) hour notice or posting requirements (Government Code § 54956.6).

1.4.1. EMERGENCY SITUATION REFERS TO BOTH:

1.4.1.1. An emergency, which shall be defined as a work stoppage, crippling activity or other activity that severely impairs public health, safety or both, as determined by a majority of the Members of the Board; and/or
1.4.1.1.

1.4.1.2. A dire emergency, which shall be defined as a crippling disaster, mass destruction, terrorist act or threatened terrorist activity that poses peril so immediate and significant that it requires the Board to provide one-hour notice before holding an emergency meeting that may endanger the public health, safety or both, as determined by a majority of the Members of the Board.

1.4.2. Each local newspaper of general circulation, radio or television station that has requested notice of Special Meetings pursuant to Government § 54956, shall be notified by the Presiding Officer or designee thereof, one (1) hour prior to the emergency meeting, or in the case of a dire emergency, at or near the time that the Presiding Officer notifies the Members of the Board of the emergency meeting. The notice shall be given by telephone and all telephone numbers provided in the most recent request of a newspaper or station for notification of Special Meetings shall be exhausted. In the event that telephone services are not functioning, the notice requirements shall be deemed waived and Presiding Officer shall notify entities of the fact of the holding of the emergency meeting, the purpose of the meeting and any action taken at the meeting as soon after the meeting as possible.

1.4.3. During an Emergency Meeting, the Board may meet in Closed Session pursuant to Government Code § 54957 if agreed to by a two-thirds vote of the Members of the Board present, or if less than two-thirds of the Members are present, by a unanimous vote of the Members present. ~~1.4.3.~~



NORTH COUNTY FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS MEETINGS

1.4.4.—All Special Meeting requirements, as prescribed in Government Code §54956 shall be applicable to an Emergency Meeting, with the exception of the twenty-four (24) hour notice requirement.



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BOARD OF DIRECTORS MEETINGS

~~1.4.5.~~ 1.4.4. The minutes of an Emergency Meeting, a list of persons who the Presiding Officer notified or attempted to notify, a copy of the rollcall vote and any actions taken at the meeting shall be posted for a minimum of ten (10) days in a public place as soon after the meeting as possible.

2.0. ATTENDANCE:

2.1. Each Member shall be ~~his/her respective seat~~ present at the hour set for each Regular Meeting and at the time set for any Regular, Adjourned or Sspecial Meeting.

2.2. Any Member not present when the Board is called to order shall be designated in the minutes as absent.

2.3. If a Member arrives after a meeting convenes, the Board Secretary Clerk shall note his/her arrival in the minutes.

2.4. The Fire Chief/CEO or his/her designee shall attend all regular and special Meetings of the Board unless otherwise specified by the Board.

2.4.1. ABSENCES: If any Member of the Board is unable to attend a meeting, the Board Member shall, if possible, notify the Board President and/or the Board Secretary Clerk prior to the meeting and advise the reasons therefore.

3.0. AGENDAS:

~~3.1.~~ POSTING: The Agenda for regularly scheduled and Committee meetings shall be posted seventy-two (72) hours prior or as required by the Board. Copies of the Agenda shall be made available to the public at the Board Meeting.

~~3.2.~~ 3.1. The Agenda shall be posted at the following locations: [1] At the Administrative Headquarters front public display case at the main entrance, [2] at the Roy Noon Meeting Hall front public display case at the main entrance, [3] at the meeting location in a conspicuous location; and [4] on the District website.

~~3.3.~~ 3.2. DISTRIBUTION: Any writings given to a majority of the Board must be made available to the general public so long as those writings are public records. If these writings are distributed to Members of the Board before the meeting, such writings must be made available to the public before the meeting. By the same token, any writings distributed to the Board during the course of the meeting must



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BOARD OF DIRECTORS MEETINGS

also be made available to the public at that time and will comply with the Government Code.

~~3.3.1.~~3.2.1. The major exception to the obligation to provide the public with access to any writings distributed to Members of the Board, are those that deal with matters properly discussed in closed sessions or protected under the Government Code; those are to remain confidential. Nothing in this law prevents the Board from charging a fee or deposit for a copy of public records pursuant to the Government Code.

~~3.4.3.3.~~ 3.3.3. **CONTENT:** The Agenda shall include those matters, complete with pertinent department papers, reports and supporting documentation relating to each matter, addressed to the Board for action.

~~3.4.1.3.3.1.~~ 3.3.1. A Special Meeting notice shall specify the time and place of the special Meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board Government Code § 54956(a).

~~3.3.2.~~ 3.2.2. A brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in Closed Session, shall be included.

~~3.4.2.3.3.3.~~ 3.3.3. If a Board Member has a desire to bring a Discussion or Action Agenda item to the Board, the item must be presented to the Board during Board Comments for consideration at into a future the following month's Board Meeting Package. The majority of the Board must support the action. Agenda items should be related to the North County Fire Protection District and should be in the best interest of the District.

~~3.4.3.3.3.4.~~ 3.3.3.4. **NOTICE TO AMERICANS WITH DISABILITIES:** All Agendas will contain the notice to disabled individuals regarding how to obtain assistance in compliance with the Americans with Disabilities Act, using the following language:

~~3.4.3.1.3.3.4.1.~~ 3.3.4.1. **Note:** The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, District business. If you need assistance to participate in this meeting, please contact the District Office 72 hours prior to the meeting at (760) 723-2012."

~~3.4.4.3.3.5.~~ 3.3.5. **AB 343 COMPLIANCE:** Copies of Agendas, Staff reports and other Agenda-packet materials shall be made available to the general public at the same time those materials are provided to Members of the Board of Directors.



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~~3.4.4.1.~~3.3.5.1. Documents submitted to the majority of the Board less than seventy-two (72) hours prior to a public meeting, shall be made available for public inspection in the office of the Board [Secretary/Clerk](#) as soon as the documents are distributed to the Board. Documents may be posted on District bulletin boards or on the District website.

~~3.4.5.~~3.3.6. Any document related to an Agenda-item, which is provided to the Board at the meeting by Staff, shall be available to the public at the Board meeting. Documents provided by other than Staff, will be made available for public review after the meeting.

~~3.4.6.~~3.3.7. All Agendas will contain the notice to individuals regarding how to obtain Board materials released after the Agenda has been published, using the following language:

~~3.4.6.1.~~3.3.7.1. The Agenda was also available for review at the Office of the Board [Secretary/Clerk](#), located at 330 S. Main Avenue, Fallbrook (760) 723-2012. Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet, are available for public inspection in the Office of the Board [Secretary/Clerk](#), during normal business hours or may be found on the District website (www.ncfire.org), subject to the Staff's ability to post the documents before the meeting. The date of posting was _____."

~~3.4.7.~~3.3.8. **ORGANIZATION:** The Agenda shall list the items for the Board's consideration by number with a brief statement of the subject matter for each of the items. The Agenda may include suggested actions or recommendations. The business of each Regular Meeting of the Board shall be in the order as printed on the Agenda or as directed by the President of the Board.

~~3.3.8.1.~~ Meeting called to order;

~~3.3.8.2.~~ Roll Call;

~~3.3.8.3.~~ Moment of Reflection/Silence;

~~3.4.7.1.~~3.3.8.4. Pledge of Allegiance;

~~3.4.7.2.~~3.3.8.5. ~~Changes to the Agenda; Review of Agenda. Amendment of agenda, if necessary;~~

~~3.4.7.3.~~3.3.8.6. Public Activities Agenda with Comment Period for Non-Agenized Items;

~~3.4.7.4.~~3.3.8.7. Consent Items, including:

~~3.4.7.4.1.~~3.3.8.7.1. Approval of Minutes;

~~3.4.7.4.2.~~3.3.8.7.2. Financial Report;

~~3.4.7.4.3.~~3.3.8.7.3. Approval Policies and Procedures; and



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- ~~3.4.7.4.4.~~3.3.8.7.4. Routine/Recurring Staff Reports;
- ~~3.4.7.5.~~3.3.8.8. ~~Discussion~~Action Items;
- ~~3.4.7.6.~~3.3.8.9. ~~Action~~ Discussion Items;
- ~~3.4.7.7.~~3.3.8.10. Legal Report;
- ~~3.4.7.8.~~3.3.8.11. Written Communications;
- ~~3.4.7.9.~~ News Articles;
- ~~3.4.7.10.~~3.3.8.12. Staff Comments;
- ~~3.4.7.11.~~3.3.8.13. Board Comments;
- ~~3.4.7.12.~~3.3.8.14. Bargaining Groups Comments;
- ~~3.4.7.13.~~3.3.8.15. Public Comments;
- ~~3.4.7.14.~~3.3.8.16. Closed Session, if required;
- ~~3.4.7.15.~~3.3.8.17. Report to Public from Closed Session;
- ~~3.4.7.16.~~3.3.8.18. Such other business as is necessary so that the Fire District can perform its functions as required by law; and
- ~~3.4.7.17.~~3.3.8.19. Adjournment.



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~~3.4.8.~~3.3.9. **DEADLINE:** The deadline for receiving Agenda items shall be 4:00 P.M., twelve days before the Board Meeting (generally, the second Thursday of the month).

~~3.4.9.~~3.3.10. **ORDINANCES/CONTRACTS:** No ordinance or contract shall be presented to the Board for action which has not been approved as to form and legality by District Counsel.

4.0. **MEETING CONDUCT:**

4.1. **INTRODUCTION OF NON-AGENDA ITEMS:** Any Board Member intending to introduce a special item not contained in the Agenda shall deliver a copy of such items to each Board Member. Items may not normally be added to the Agenda unless the item(s) in question are of an exigent nature and in such cases the addition of the specified item(s) must occur with unanimous approval of the presiding quorum.

~~4.1.~~—

4.2. **ORDER OF SPEAKING:** When any Board Member wishes to speak, the Board Member shall address the President. The President shall name the Member who is first to speak and speakers shall confine their remarks to the questions under debate and avoid personalities. Board members may not interrupt the speaker except to make a point of order. The President may elect not to recognize a Board Member to speak again until all other Members have had an opportunity to be heard.

4.3. **RULES OF PROCEDURE AND CONDUCT:** Meetings and Committee meetings shall be conducted in accordance with the Brown Act, the Fire Protection District Law of 1987 and this Policy. Should the point of order in question not be addressed in these documents, the President shall take the following actions (in order):

4.3.1. Refer to Roberts Rules of Order, Revised edition;

4.3.2. Ask for a motion and vote to rule on the point of order;

4.3.3. Rule on the point of order.

4.4. **MOTIONS:**

4.4.1. Any action taken by the Board shall be initiated by a motion or introduction of



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a resolution or ordinance.

4.4.2. A second on the motion is required.

4.4.3. The President shall be allowed to make motions.

4.4.4. The [Secretary/Clerk](#) shall record the names of those making and seconding motions.

4.4.5. Once the President calls for remarks on a motion, the Member making the motion is entitled to speak first. The President shall recognize speakers before the make their remarks.

4.4.6. Secondary motions pertaining to the main motion may be introduced before the main motion is voted. The last motion stated, shall be the first pending motion and the main motion shall be voted upon last.

4.4.7. A motion to amend must have the approval of the person making the original motion or a majority vote of the Board. An amendment to a motion may only be amended once.

4.4.8. **MOTIONS TO RECONSIDER:** Except in the case of specific Agenda items requiring a noticed public hearing, the Board may reconsider any vote taken at the same session to correct an inadvertent error or consider new information not available at the time of the vote. A motion to reconsider requires a majority vote (3/5) prior to being reconsidered.

4.4.9. **ITEMS PREVIOUSLY VOTED UPON:** Unless an emergency situation exists, an item which has been voted on by the Board will not be brought back to the Board for consideration for a *minimum of one (1) year*, without approval of the majority of the Board.

4.4.10. **MOTIONS TO RESCIND, REPEAL, OR ANNUL ACTIONS TAKEN AT PREVIOUS MEETINGS:** Such actions may be carried out by:

[4.4.10.1.](#) Passing a motion to place the item on a future Agenda; or
~~4.4.10.1.~~

[4.4.10.2.](#) Passing the motion to rescind, repeal or annul with the appropriate number of votes (see below).



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4.4.10.2.4.4.11. **CALLING FOR THE QUESTION:** The purpose of calling for the question is to disallow further debate and put an issue to an immediate vote. A Board member may move to “call for the question” on an item which is being considered. The motion requires a second, is not debatable, and must pass by a four-fifths vote. If the motion carries, the item is no longer debatable and the Board must vote on it.



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4.5. VOTING:

4.5.1. **APPROVAL OF A MOTION:** To be deemed an official action of the Board, all actions must receive a majority vote (3/5), with the following exceptions, which require a 2/3 vote (super majority or 4/5 vote):

- 4.5.1.1. Motion to adopt or amend any policy or rule;
- 4.5.1.2. Motion to reconsider a previously considered motion;
- 4.5.1.3. Motion to close a debate;
- 4.5.1.4. Motion on any non-agenized item;
- 4.5.1.5. Motion to remove a Board Member from a Board Office position.

4.5.2. A unanimous motion is required to discontinue or transfer funds designated as Capital Outlay reserves.

4.5.3. **ROLL CALL:** The roll need not be called in voting upon a motion except where specifically required by law or requested by any Board Member. When the roll is called on any motion, any Member present who does not vote in an audible voice shall be recorded as "AYE."

4.5.4. **RIGHT TO VOTE:** Questions pertaining to a Director's right to vote on items because of the potential conflict of interest shall be decided as follows:

- 4.5.4.1. Director disqualifies himself/herself; or
- 4.5.4.2. President disqualifies the Director from voting.

4.5.5. **APPEAL OF RIGHT TO VOTE:** Should any Director be disqualified from voting or be overruled on a point of order by the President, he or she may move to appeal the ruling to the full Board. The President shall have the right to vote on the appeal and the majority vote of the Board overrules the President.

4.6. VOTING PARAMETERS:

- 4.6.1. There must be a quorum of three Members present to conduct business;
- 4.6.2. A majority vote (simple majority) means three affirmative votes (3/5);
- 4.6.3. A 2/3 or super majority vote means four affirmative votes (4/5);
- 4.6.4. A unanimous vote means five affirmative votes (5/5).



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5.0. **PUBLIC HEARING PROCEDURES (GENERAL):**

5.1. Procedures at general public hearings (non-appeal) shall be as follows:

- 5.1.1. The Presiding Officer shall open the public hearing at the time certain by reading the subject of the hearing off the Agenda.
- 5.1.2. Presiding Officer request public testimony by asking if there is anyone who wishes to address the Board (time may be limited to three (3) minutes per *Board of Directors Operations – Elections, Officers and Terms SOG § 3.2.6.3*).
- 5.1.3. At conclusion of public testimony, Presiding Officer closes public hearing.
- 5.1.4. Staff makes presentation/recommendations.
- 5.1.5. Board discussion and disposition (vote).

6.0. **PUBLIC HEARING PROCEDURES (FOR APPEALS):**

6.1. Procedures at appeal hearings shall be as follows:

- 6.1.1. Staff presentation/recommendations;
- 6.1.2. Questions of the Staff in support;
- 6.1.3. Individuals speaking in support;
- 6.1.4. Individuals speaking in opposition;
- 6.1.5. Individuals speaking in concern;
- 6.1.6. Rebuttal (if any);
- 6.1.7. Public input (if any);
- 6.1.8. Board discussion and disposition (vote).



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7.0. MEETING PROTOCOL:

7.1. SAFETY: Unless addressing the Board, or entering or leaving the Boardroom, all persons in the audience shall remain sitting in the seats provided (to the extent that seating is available). It is the Board's intent to accommodate all persons who wish to attend open public meetings.

~~7.1.7.2.~~ PUBLIC ADDRESSING OF BOARD ON AGENDA ITEMS: Speaker cards will be utilized for agenda items to allow members of the public to identify the item(s) on the agenda on which they wish to participate. Speakers may be limited to three minutes.

~~7.2.~~ PUBLIC ADDRESSING OF BOARD ON NON-AGENDA ITEMS: Persons desiring to address the Board on any matter not listed on the Agenda shall fill out a speaker slip and make comments during the public comment portion of the meeting. Speakers may be limited to three minutes. ~~make arrangements to be on the calendar in advance with the President of the Board through the office of the Board Secretary.~~

7.3. SMOKING: Smoking is prohibited on all District Locations, including the Board meeting room.

7.4. DEMONSTRATIONS AND DISTURBANCES:

7.4.1. The Presiding Officer shall order removed from the Boardroom any person who willfully disrupts any Regular or Special meeting of the Board, where such disruption makes conducting the meeting infeasible. ~~Examples of disruptive behavior may be:~~

~~7.4.1.1. Impertinent, slanderous or profane remarks to any Member of the Board, Staff, the public or others;~~

~~7.4.1.2. Disparaging an individual, group or their associates on the basis of their ethnicity, race, gender, sexuality, age, disability, immigration status or religion;~~

~~7.4.1.3. Loud, threatening or abusive language, especially directed at individuals, causing fear, havoc or similar reactions;~~

~~7.4.1.4. Argumentative interruption of a speaker, the Presiding Officer, a Member of the Body, staff or meeting facilitator;~~

~~7.4.1.5. Engaging in disorderly or boisterous conduct, including using loud, threatening or abusive language, whistling, clapping, stamping of feet, waving signs or similar acts;~~



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~~7.4.1.6. Continuing to speak after exceeding a time limit and being asked to step down.~~

7.4.2. Everyone, even persons disrupting a meeting, will be treated with dignity and respect. The Presiding Officer will issue a warning to stop the disruptive behavior. If the disruptive behavior continues, the Presiding Officer or a majority of the Board will act to regain order and to continue the work of the Board.

~~7.4.2.—~~

~~7.4.3. Any person so removed shall be excluded from further attendance at the meeting from which the person has been removed, unless permission to attend is granted upon motion adopted by a majority vote of the Board.~~

~~7.4.4.~~ 7.4.3. The exception to the right of the public to attend all meetings of the Board applies to those who attempt to disrupt the conduct of the meeting. In the event that any meeting is willfully disrupted, by a group or groups of persons, that renders the orderly conduct of such meeting unfeasible and order cannot be restored by the removal of the individuals who are willingly interrupting the meeting, the Board may order the meeting room cleared and continue in session. However, only matters appearing on the Agenda may be considered in such a session. Duly accredited representatives of the press and other news media, except those participating in the disturbance shall be allowed to attend any session held pursuant to this exception.

7.5. SUSPENSION OF RULES: Except as otherwise provided by law, any procedural rule contained in this Policy may be suspended or changed by order.

8.0. RECORDING OF INFORMATION:

8.1. All open sessions of the Board meetings shall be recorded in their entirety. The recordings will be destroyed after the minutes have been approved, but no sooner than thirty (30) days after the Board meeting (Government Code Section 54953).

8.2. Prior to taking final action, the Board shall orally report a summary of a recommendation for a final action on the salaries, salary schedules or compensation paid in the form of fringe benefits of the Fire Chief/CEO as defined in Government Code § 3511.1(d), during the open meeting in which the final action is to be taken.

8.3. DOCUMENTATION OF MINUTES: Minutes shall be taken by the Board Clerk



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Secretary which summarize:

- 8.3.1. Synopsis of the Board discussion on items presented;
- 8.3.2. Action taken, with a recodation of motion noting name of each person making and seconding motion;



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- 8.3.3. Any action taken and the vote or abstention on that action of each Member present for the action (Government Code Section 54953 (c) (3));
- 8.3.4. Action taken, with a recodation of voting by name on each motion where a roll call vote is required;
- 8.3.5. Specific information requested by the Board to be entered into the minutes.



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: ORGANIZATIONAL STATEMENTS REVISION

ACTION AGENDA

RECOMMENDATION:

That the Board discuss and consider revisions to NCFPD Policies 110.04 *Mission and Vision Statements* (Attachment A) and 110.09 *Values Statement* (Attachment B).

BACKGROUND:

During the development of the currently adopted NCFPD 3-5-Year Strategic Plan, Matrix consulting group received feedback from our employees that there was a desire to revisit our organizational Mission, Vision, and Value Statements. This Action Item is ongoing discussion on the revision.

DISCUSSION:

The Board of Directors began discussions on revising our organizational statements at the March 2023 Board meeting and on a 5-0 action affirmed moving the ongoing discussion to the April 2023 Board Meeting Action Agenda. Since there was an interest by employees to weigh in on the organizational statements, a working group was created to draft statements for the Board's consideration (Attachment C). This is now the Board's opportunity to discuss the draft statements and make revisions.

FISCAL ANALYSIS:

Minimal cost to reprint 7 posters for display in District facilities.

SUMMARY:

Once Board revisions are complete, Staff will incorporate the changes into policy. Moving forward, we will review and revise our organizational statements periodically. The hope is that these statements continue to serve as a living reflection of who we are as an organization as we continue to evolve to meet the growing needs of our communities.

Attachment A



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MISSION AND VISION ORGANIZATIONAL STATEMENTS

1.0. **PURPOSE:**

- 1.1. The purpose of the Mission, ~~and~~ Vision, Value, and Motto Statements for the North County Fire Protection District is are to provide visionary statements, which establishes the District's purpose and gives general direction in establishing organizational culture programs to fulfill this Mission. ~~(Refer to the following policy for current Departmental Programs.)~~

2.0. **POLICY:**

- 2.1. The Fire Chief/CEO, a working group of organizational membership, and two members of the North County Fire Protection District Board of Directors, shall jointly create the, update, adopt and uphold a Mission, and Vision, value, and motto Statements for the North County Fire Protection District. The draft statements shall then be sent to the Board as an Action Agenda Item for discussion and adoption.

3.0. **MISSION STATEMENT:**

- 3.1. *The Mission Statement for North County Fire Protection District shall be:*

"To meet our community's expectations through excellence in public safety and service."

4.0. **VISION STATEMENT:**

- 4.1. *The Vision Statement for North County Fire Protection District shall be:*

"It is our shared vision to be a trusted and respected public safety leader, committed to ensuring the safest community possible through service, collaboration and innovation."

5.0 VALUES:

6.0 MOTTO:

Attachment B



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VALUES STATEMENT

North County Fire Protection District's Values are . . .

DUTY:

- ◆ We believe **safety** is of the utmost importance.
- ◆ We are committed to being **financially stable**, sound and responsible; effectively applying resources to achieve the Mission.
- ◆ We are **progressively minded**, constantly monitoring the environment, identifying and applying new concepts.

INTEGRITY:

- ◆ We are committed to a culture of individual and organizational **continuous improvement**.
- ◆ We cultivate **professionalism** of the **highest quality** within our workforce.
- ◆ We believe that **diversity** in our workforce is important to the **success** of our organization.

RESPECT:

- ◆ We value and respect our **customers**, both internal and external.
- ◆ **Empowerment, collaboration, trust and teamwork** are at the foundation of how we accomplish our Mission.
- ◆ We value an **enjoyable and rewarding workplace**.
- ◆ **Open, effective and complete communication** is the foundation on which all our values are built upon.

Attachment C

Employee MVV Recommendations for Board Consideration

Mission Statement:

To serve and exceed our communities' expectations through preparedness, response, and recovery.

Vision:

To foster a healthy and resilient community through service, collaboration, and innovation.

Values Statement:

- Duty: Purposeful action, extreme ownership, selfless service
- Respect: Mindful speech, considerate action, embracing diversity
- Integrity: Honest character, accountable behavior, professionalism

Organizational Motto:

Committed to Serving You

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NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: STATION #3 DESIGN AND CONSTRUCTION CONTRACT AWARD

ACTION AGENDA

RECOMMENDATION:

- That the Board allocate \$3.5M of funding toward the estimated cost of the Fire Station #3 renovation with an additional \$350,000.00 in owner allowance.
- That the Board direct Staff to execute a contract with *TELACU Construction Management (TCM)* for design/build services of the Fire Station #3 renovation project.
- That the Board contract with TCM in the amount of \$387,762.00 for the next phase of the project which is project design.

BACKGROUND:

In January 2022 the Board authorized the renovation of Fire Station #3 with conventional construction. The first phase of the project was carried out by the District's construction management firm *Erickson-Hall Construction* which included a Request for Statement Qualifications (RFSQ) and a subsequent Request for Proposal (RFP) by pre-qualified design/builders (D/B).

DISCUSSION:

At the conclusion of the phase 1, which included a review of overall build experience, experience of key DB and Architect personnel, costs, proposed methods/strategy, and applicant interview, it was determined that *TCM* should be awarded the DB services on the Station #3 project. The selected Design-Build Entity (DBE) will provide a Design-Build Team (D-BT) for the Project, comprised of professional architects and engineers, sub-consultants, and subcontractors. All D-BT members will be licensed/registered in the State of California under their respective professions.

The project will use the "Progressive" Design-Build delivery method and will be delivered in two additional phases, Design and Pre-Construction (Phase 2) and Construction (Phase 3). The Guaranteed Maximum Price (GMP) and schedule will be established after

STATION #3 DESIGN AND CONSTRUCTION CONTRACT AWARD
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the project has been sufficiently designed. At the completion of the design phase, Staff will return to the Board for contract amendment to include the GMP for actual construction.

The contract will be established on a cost-plus fee basis, with a GMP. The contract will require full transparency into project cost, including an ability to be involved in subcontractor procurement and best value selection of subcontractors. The contract will be structured so that all savings are returned to the District.

FISCAL ANALYSIS:

The cost of the Station #3 renovation is estimated at \$3.5M with an additional owner’s allowance of \$350,000.00. Project funding may come from a combination of California State funding, American Rescue Plan Act (ARPA) funding, County of San Diego Rainbow General Funds, District facility funding, or debt service if needed.

Two variables could affect the need for additional funding which could in turn affect the need for debt service, possible seismic building standard upgrades and septic system upgrades. If either of those yet to be determined issues arise additional funding may be needed, at which time staff will return to the Board with a final finance plan recommendation.

SUMMARY:

Once Staff executes the contract for design/build services, phase 2 of the project will begin, which is the project design phase. Staff will work with the D-BT to collaboratively participate in and oversee the design of the renovation ensuring quality assurance and cost control. Staff will provide project updates to the Board periodically as the project progresses.



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS AND GENERAL COUNSEL STEINKE
DATE: APRIL 25, 2023
SUBJECT: RECOMMENDATION TO ADOPT A RESOLUTION AUTHORIZING THE FIRE CHIEF OR THE DEPUTY FIRE CHIEF TO FILE DISABILITY RETIREMENT APPLICATIONS AND TO MAKE LOCAL SAFETY MEMBER DISABILITY RETIREMENT AND REINSTATEMENT DETERMINATIONS PURSUANT TO GOVERNMENT CODE SECTIONS 21153, 21173, 21152(C), AND 21156

ACTION AGENDA

RECOMMENDATION:

Establish formal authority granting the Fire Chief or the Deputy Fire Chief the ability to file industrial disability retirement applications with the California Public Employees' Retirement System (CalPERS) and make determinations regarding such applications or reinstatement determinations.

BACKGROUND:

Currently, the Fire Chief lacks formal authority to file disability retirement applications or make disability determinations or reinstatements regarding the disability application for the District's employees in accordance with the California Public Employees' Retirement System. (See Government Code section 21173). Absent the Fire Chief's formal authority, the District's Board of Directors would be responsible for the administrative tasks of reviewing employee medical records, employee worker's compensation files, obtaining certification from employee healthcare providers and making the disability retirement determinations for District employees. The Board of Directors may delegate authority to the Fire Chief or the Deputy Fire Chief to file disability retirement applications on behalf of all employees pursuant to Government Code section 21153. Further, the Board of Directors may designate the Fire Chief or the Deputy Fire Chief to make reinstatement determinations.

Staff seeks to authorize the Fire Chief, or their designee, to file disability retirement applications and make determinations regarding the status of the application for the purpose of the Public Employees' Retirement Law. Staff requests that the Board of Directors adopt the attached resolution authorizing such authority.

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DISCUSSION:

No further analysis provided.

FISCAL ANALYSIS:

None at this time.

SUMMARY:

Staff recommends that the Board of Directors:

Move to approve a Resolution delegating authority to the Fire Chief or the Deputy Fire Chief to file disability retirement applications and to make local safety member disability retirement and reinstatement determinations pursuant to Government Code Sections 21153, 21173, 21152(c), and 21156.

Direct staff to bring procedures for disability retirement determinations pursuant to the requirement of Government Code Section 22156 to the Board for approval.

NORTH COUNTY FIRE PROTECTION DISTRICT

RESOLUTION 2023-04



AUTHORIZING THE FIRE CHIEF OR THE DEPUTY FIRE CHIEF TO FILE DISABILITY RETIREMENT APPLICATIONS AND TO MAKE LOCAL SAFETY MEMBER DISABILITY RETIREMENT AND REINSTATEMENT DETERMINATIONS PURSUANT TO GOVERNMENT CODE SECTIONS 21153, 21173, 21152(c), and 21156

WHEREAS, the North County Fire Protection District (“District”) is a contracting agency of the California Public Employees’ Retirement System;

WHEREAS, the Public Employees’ Retirement Law requires that a contracting agency determine whether an employee of such agency in employment in which he/she is classified as a local safety member is disabled for purposes of the Public Employees’ Retirement Law and whether such disability is “industrial” within the meaning of such law; and

WHEREAS, the District’s Board of Directors has determined upon legal advice that it may delegate authority under Government Code section 21173 to make such determinations to the incumbent of the position of the Fire Chief or the Deputy Fire Chief;

NOW, THEREFORE BE IT RESOLVED that the Board of Directors hereby delegates to the Fire Chief or the Deputy Fire Chief the authority to file disability applications on behalf of all employees pursuant to Government Code section 21153;

BE IT FURTHER RESOLVED that the Board of Directors hereby delegates to the Fire Chief or the Deputy Fire Chief the authority to make local safety member disability retirement and reinstatement determinations pursuant to Government Code sections 21152(c), 21173 and 21156, and to certify such determinations and all other necessary information to the California Public Employees’ Retirement System; and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

APPROVED, SIGNED AND ADOPTED by the Board of Directors, North County Fire Protection District, County of San Diego, State of California, on this **25th day of April, 2023** by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

Cindy Acosta, Board President

NORTH COUNTY FIRE PROTECTION DISTRICT

RESOLUTION 2023-04



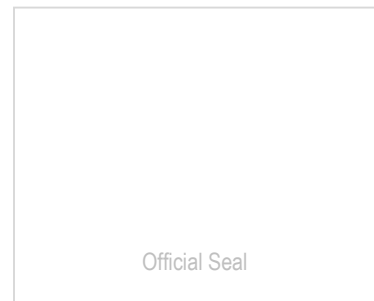
**AUTHORIZING THE FIRE CHIEF OR THE DEPUTY FIRE CHIEF TO FILE
DISABILITY RETIREMENT APPLICATIONS AND TO MAKE LOCAL SAFETY
MEMBER DISABILITY RETIREMENT AND REINSTATEMENT
DETERMINATIONS PURSUANT TO GOVERNMENT CODE SECTIONS 21153,
21173, 21152(c), and 21156**

ATTEST:

I HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution duly and regularly adopted by the Board of Directors of the North County Fire Protection District thereof held on the **25th day of April, 2023**, and that the same now appears on record in my office.

IN WITNESS THEREOF, I hereunto set my hand and affixed by official seal this **25th day of April 2023**.

Mavis Canpinar
Board Clerk





**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: PRESENTATION BY STRADLING, YOCCA, CARLSON & RAUTH ON
DISCLOSURE RESPONSIBILITIES UNDER THE FEDERAL SECURITIES LAWS

DISCUSSION AGENDA

RECOMMENDATION:

That the Board receive and discuss a presentation on disclosure responsibilities under the Federal Securities Laws.

BACKGROUND:

As a component of the Pension Obligation Bond (which is a form of securities), and in anticipation of the debt service related to the Station #4 project, the District's Board and key officers must receive training relative to the disclosure requirements under various Federal Securities Laws. This ensures that investors are informed on the fiscal health of the District and remain informed through annual disclosures.

DISCUSSION:

This presentation covers the various components of disclosure required of the District. To ensure ongoing compliance as a part of Pension Obligation Bond issuance, the District has an ongoing agreement with NHA Advisors which assists the District in complying with its Continuous Disclosure Policy, which is a Board adopted policy.

FISCAL ANALYSIS:

The cost for this ongoing service is approximately \$3,000 annually.

SUMMARY:

Conducting this training and maintaining a contract arrangement with NHA Advisors will satisfy compliance with our Continuous Disclosure Policy and applicable Federal laws.

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CAPTAIN JONES & CHIEF McREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: DIVERSITY, EQUITY, AND INCLUSION UPDATE

DISCUSSION AGENDA

BACKGROUND:

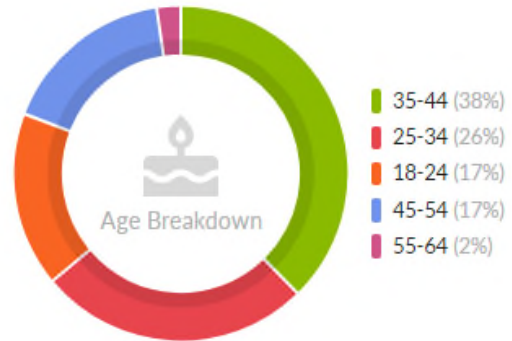
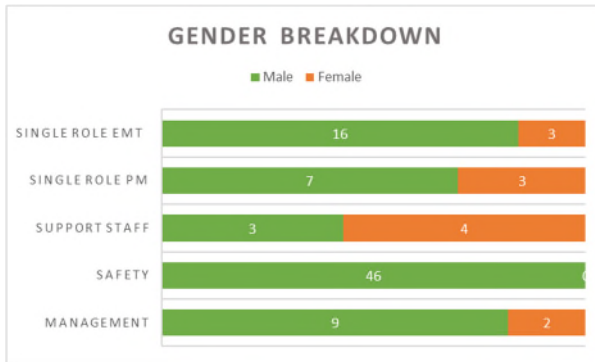
The North County Fire Protection District is committed to fostering a diverse, equitable, and inclusive environment for all its staff and the communities it serves. In the past few years there has been a growing awareness both in the private sector and public agencies to assess and address potential gaps in their current Diversity, Equity and Inclusion (DEI) strategies. Over a year ago, the District formed a DEI working group which has completed an assessment of our current DEI practices and identified areas for improvement.

DISCUSSION:

Definitions:

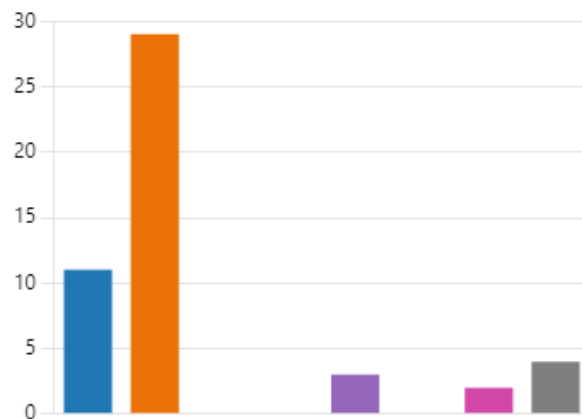
- Diversity: Recognizing our differences, including federally protected classes and diversity of thought, experience, and function.
- Equity: Ensuring fairness in hiring and treatment, considering individual starting points and addressing imbalances.
- Inclusion: Creating an environment where everyone feels welcome, valued, and respected, fostering belonging and participation.

Our Fire District is striving to be a true reflection of the diverse community that we serve. We have made some significant strides in the past few years. The implementation of our Single-Role EMS program has helped with hiring underrepresented classes. Our agency's goal is to continue hiring from our Single-Role Program, but with limited positions we always risk losing those eligible employees to other larger agencies who hire more people. The charts below illustrate NCFPD's current demographics of gender and age:



Additionally, NCF recently conducted a voluntary poll of employees to self-report their ethnicity. We had a total of 49 employee responses which are reflected in the chart below:

- Hispanic or Latino: A person of ... 11
- White (Not Hispanic or Latino): ... 29
- Black or African American (Not ... 0
- Native Hawaiian or Pacific Island... 0
- Asian (Not Hispanic or Latino): ... 3
- Native American or Alaska Nativ... 0
- Two or more races (Not Hispani... 2
- I do not wish to disclose. 4



Since the implementation of our Bilingual Policy, we have had 6 employees who are certified bilingual, 5 of whom were hired in the last two years. We have more who are planning on testing this year. We value these employees' contributions to our department and community and are promoting an environment where more employees develop an interest in learning another language to enhance their ability to serve our citizens.

Opportunities:

1. Recruitment and hiring practices: Diversity in hiring for safety employees is a continual challenge for fire departments, however in the past two years we have hired several employees from underrepresented groups into our management group, administrative staff, and Single Role Program.
2. Training and development: Although some DEI-related training is provided, more is needed. A goal moving forward will be more formal training on the topic, which may include consultants and experts from outside our agency.
3. Workplace culture: NCFPD has an outstanding culture of mentoring, learning, teaching, and inclusion. However, there are still opportunities to create an even

more inclusive work environment by addressing unconscious bias and challenging existing stereotypes about what and who a firefighter is.

RECOMMENDATIONS:

To address these findings, we propose the following recommendations:

1. Enhance outreach to promote reach a more diverse applicant pool. This includes reaching out to our community and schools to ensure that the next generation has a clear understanding of the job opportunities at North County Fire.
2. Continue to support and expand our Explorer program. This program has proven to be successful in helping our organization to work towards a more diverse future.
3. Implement ongoing internal DEI training and education programs for all staff members. Because our Firefighters, Engineers, and Captains are intricately involved in most aspects of the department, they need to be fully informed on our DEI plan.
4. Develop a formal DEI plan to ultimately be adopted by the Board.

FISCAL ANALYSIS:

Implementing the proposed recommendations will require the following financial considerations:

1. Training and development: Ongoing DEI training programs may require an annual budget allocation of \$5,000 to \$10,000.
2. Recruitment and hiring: Additional expenses may be incurred to broaden the reach of recruitment efforts, estimated at \$2,000 to \$5,000 per year.
3. DEI committee: Allocating resources for the committee's activities may require an annual budget of \$1,000 to \$2,000.

SUMMARY:

This report highlights the need for the North County Fire Protection District to take proactive steps to enhance DEI efforts within the organization. By implementing the proposed recommendations, we can create a more diverse, equitable, and inclusive department that better serves the needs of our staff and the community. The financial investment required to achieve these goals is justified by the long-term benefits to our organization and the community we serve. It is crucial that we continue to monitor our progress and adjust as needed to ensure the success of our DEI efforts.

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501 West Broadway - Suite 1600
San Diego, California 92101-8474
voice 619.814.5800 - fax 619.814.6799
www.bwslaw.com

MEMORANDUM

TO: Board of Directors
North County Fire Protection District

FROM: Kristen S. Steinke

DATE: April 25, 2023

RE: General Counsel Report for Board of Directors Meeting

Included below is this month's legal update on current legislation to watch that, if adopted, will have an impact on the District's operations. We are tracking these bills and will provide updates as they are available.

AB 40 (Rodriguez, D-Pomona)

Passed Assembly Emergency Management Committee on March 27. April 18 in Assembly Health Committee.

AB 40 would establish a statewide, 20-minute standard 90% of the time for ambulance patient offload times (APOT). New amendments would require hospitals to develop, file, and annually update APOT reduction protocols with the Emergency Medical Services Authority (EMSA). If a hospital does not meet the 20-minute APOT standard, EMSA would be required to host weekly calls with individual hospitals to discuss implementation of APOT reduction protocols. Chief McReynolds authored and sent a letter in support of AB 40 on April 10, 2023.

AB 296 (Rodriguez, D-Pomona)

Passed Assembly Emergency Management Committee on March 27. April 19 hearing in Assembly Communications and Conveyance Committee.

AB 296 would establish the 911 Public Education Campaign to educate the public on when it is appropriate to call 911. Some of the goals of the campaign would include reducing the number of unnecessary calls to 911 and reducing delays in the 911 system caused by nonemergency calls.

AB 55 (Rodriguez, D-Pomona)

AB 55 would require the reimbursement rate for private emergency ground transport providers to be increased to \$350 per transport. This bill would also require each local emergency medical services agency (LEMSA) to determine a local prevailing wage for EMTs and require private ambulance employers to compensate those employees accordingly.



**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: WRITTEN CORRESPONDENCE

● **WRITTEN COMMUNICATION:**

- NCFPD Annual Report CY-2022
- April 10, 2023: Letter to Jim Wood, Chair, Assembly Health Committee

● **BOARD RECOGNITION PROGRAM:**

- **Recognition - March 17, 2023:**

PM Castillo
Captain Garing
Engineer Krenz
FF/PM Nash

- **2023 Burn Institute Boot Drive**

Tim Anaya, Jason Bracci, Tommy Castillo, Enzo De Thomas, Anthony Fieri, Ryan Garing, Tom Harrington, Mitch Iglesias, Luke Lopez, Paul Moritz, Richard Quevedo, Justin Rivera, Gabriel Saldana, Chris Salos Jacob Swan

NORTH COUNTY FIRE PROTECTION DISTRICT

ANNUAL REPORT

CY-2022





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MESSAGE FROM THE CHIEF

Over the last year we have been an agency on the move, growing and exploring new ways to raise the standard of public service excellence our community has come to expect. Fire Station renovation and construction has been a top priority for us this year and will be next year as well. As we complete the renovation of Fire Station #2 on Winterwarm Drive, we are preparing to launch the renovation of Fire Station #3 in the Rainbow Valley. We are also developing a plan to build a permanent Fire Station #4.

Another area of accomplishment this year was organizational strategic planning. For the first time in many years our organization contracted with a firm to conduct a standards-of-cover analysis and created a 3-5-year Strategic Plan with 20-year considerations. This plan can be found in its entirety at our website Ncfire.org. In addition to strategic planning, we have been busy actively recruiting top talent. Currently, all of our positions are staffed, a sign that we can not only recruit but retain our people, a strong sign of a healthy organization.

The North County Fire family thanks all of you for your continued support and we look forward to exceeding your expectations in the coming year.

Keith McReynolds

Keith McReynolds, Fire Chief

North County Fire Protection District



MISSION, VISION, VALUES

Mission

“To meet our community’s expectations through excellence in public safety and service”

Vision

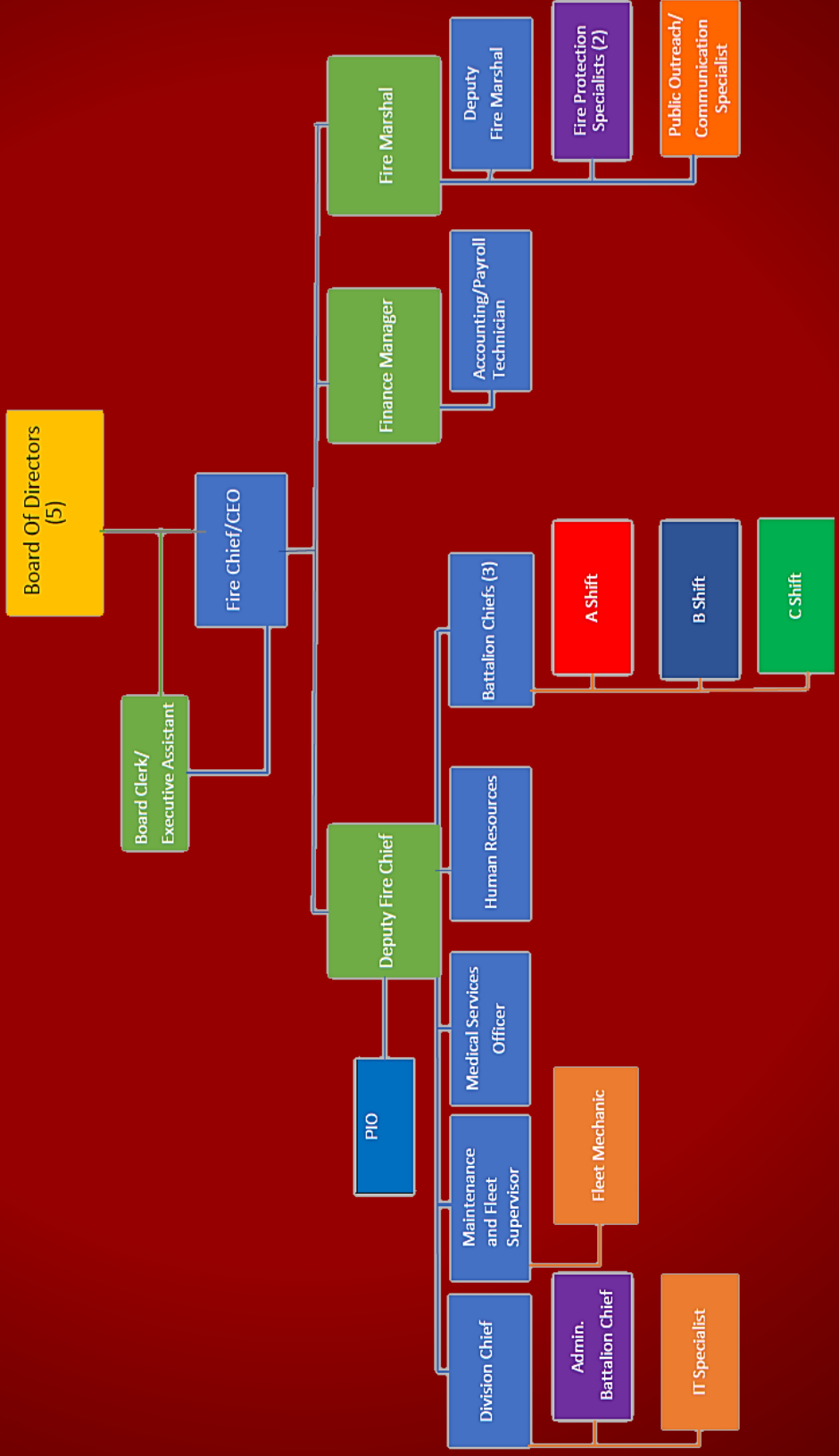
“It is our shared vision to be a trusted and respected public safety leader, committed to ensuring the safest community possible through service, collaboration, and innovation”

Values

Duty, Respect, Integrity

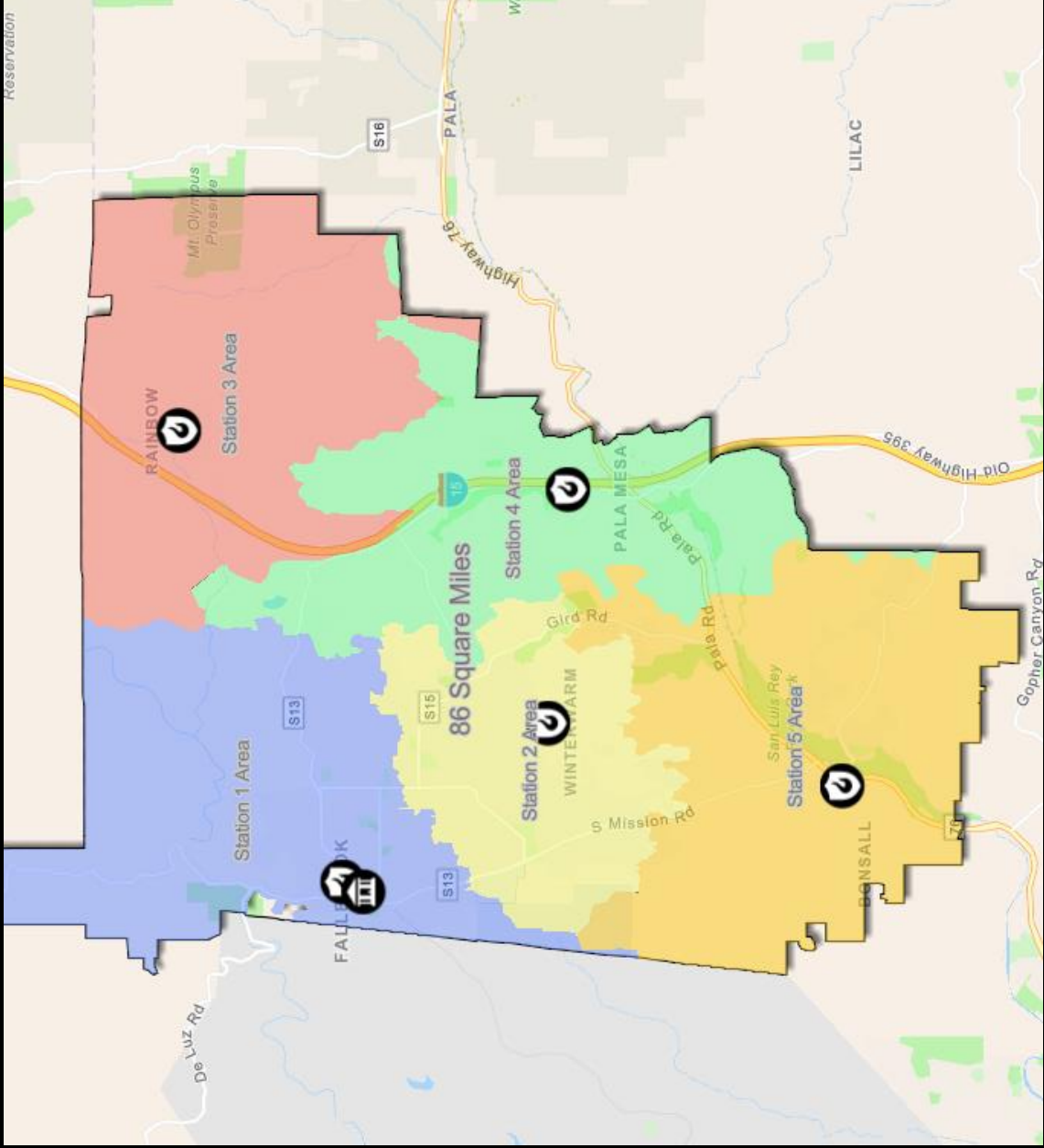


ORGANIZATIONAL CHART



SERVICE AREA AT A GLANCE

- 3 Communities
- 55,000 Residents
- 5 Fire Stations





PEOPLE AND EQUIPMENT

- Full-time positions 86
- Part-time positions 13
- Front-line apparatus 12
- Reserve apparatus 5
- Support vehicles 12



2022 HIGHLIGHTS

- Adopted 3-5-year strategic plan
- Board Clerk/Exec. Admin. Assist. recruitment
- EMT/Paramedic recruitment
- Fleet Supervisor recruitment
- Deputy Fire Marshal recruitment
- Administrative Battalion Chief recruitment
- Transitioned finance/fleet maintenance software
- Launched BLS116
- Began streaming Board Meetings
- Established contract with Erickson-Hall for facility projects
- Began phase 2 of the Station 2 renovation
- Began phase I of the Station 3 renovation
- \$500k State funding toward Station 4
- Painted Station 1 campus
- Conducted two Officers Meetings
- Adopted On-Duty Health Wellness Program
- Acquired DRAFTS Pump-Pod unit
- Expanded District Counsel



STRATEGIC PLAN NCF FORWARD

Revising District policies

Establishing capital facility reserve account

Officer mentoring program underway

Revising organizational statements

Continuing to enhance North Zone collaboration

Renovating two District fire stations

Launching Station #4 project

Enhancing Community Risk Reduction (CRR) efforts

EMERGENCY OPERATIONS

The most visible and valued services provided by the NCFPD is our response to and control of emergency events that may affect our residents and visitors.

Emergency Medical Services

Our District's demand for emergency medical services has steadily increased over the years and represents approximately 83% of all calls for service

Approximately 70% of all EMS calls result in an ambulance transport to the hospital.

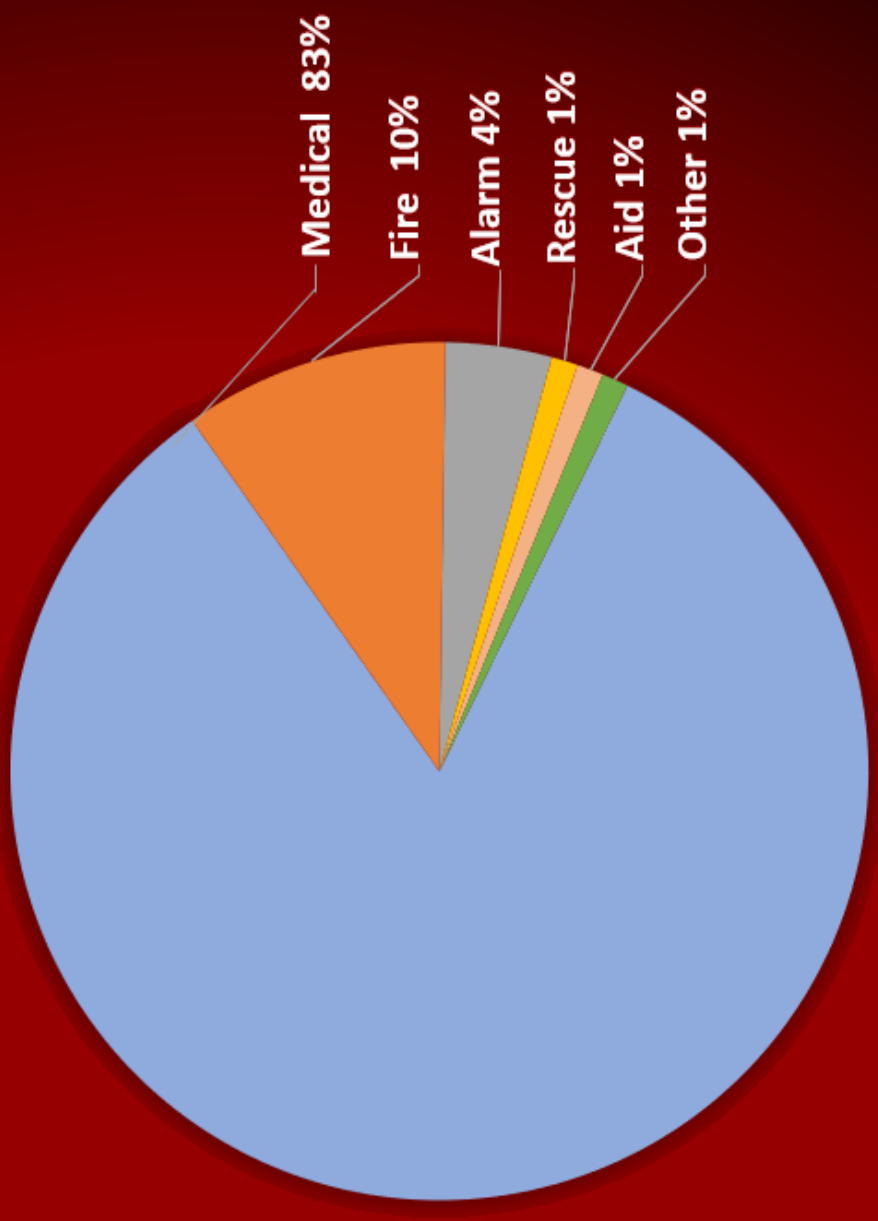


INCIDENTS AND MEDICAL TRANSPORTS

Total Incidents: **7,009**

Ambulance Transports: **3,451**

Incident Breakdown







TRAINING

To ensure a state of readiness and to prepare our personnel with the knowledge, skills and abilities needed to respond and perform both emergency and non-emergency operations effectively, efficiently and safely.

Total Training Hours 2022

Total Hours logged:	12,000
Average Total Hours per Month:	1,000
Average Total Hours per Day:	35

COMMUNITY RISK REDUCTION DIVISION

The Community Risk Reduction (CRR) Division is responsible for Community hazard reduction, Public Education, Engineering/Plan Review, Fire Code Enforcement, and Fire Investigations.

- 643 Plan Reviews
- 29 Fire Investigations
- 50 Fire Station Tours



Committed to Serving You



NORTH COUNTY FIRE PROTECTION DISTRICT

330 S. Main Avenue • Fallbrook, California 92028-2938 • Phone: (760) 723-2005 • Fax: (760) 723-2072 • Web: www.ncfire.org

BOARD OF DIRECTORS

CINDY ACOSTA

JEFFERY EGKAN

KENNETH E. MUNSON

ROSS L. PIKE

CHRIS SHAW

KEITH MCREYNOLDS - Fire Chief/CEO - kmcreynolds@ncfire.org

KRISTEN S. STEINKE - District Counsel - ksteinke@bwslaw.com

MAVIS CANPINAR - Executive Assistant/Board Clerk - mavis@ncfire.org

4/10/2023

The Honorable Jim Wood
Chair, Assembly Health Committee
1020 N Street, Room 390
Sacramento, CA 95814

RE: AB 40 (Rodriguez) – Emergency Medical Services (**SUPPORT**)

Dear Chair Wood:

The North County Fire Protection District (NCFPD) is proud to support AB 40, which would establish a statewide standard for Ambulance Patient Offload Time (APOT) and require a protocol to reduce ambulance patient offload time, should it exceed the statewide standard. This is scheduled to be heard by the Assembly Health Committee on April 18th, and we respectfully request your support on this measure.

Ambulance patient offload time is the interval between the arrival of an ambulance patient at an Emergency Department (ED) and the time the patient is transferred to the ED gurney, bed, chair or other acceptable location and the hospital assumes the responsibility for care of the patient. In many hospitals across the state, instead of being seen expediently when transported to a hospital, patients are forced to wait hours before being attended to by medical staff. In addition to the delay and discomfort for the patient, the emergency medical services unit that transported them must wait with the patient in the hallway or ambulance bay. This is not only delaying care for the patient, but it is also preventing the ambulance from going back into service to respond to the next call.

Excessive ambulance patient offload time has persisted for more than a decade and it is clear that concrete policies must be adopted to address this. According to a 2020 Emergency Medical Services Authority report, "Each year, roughly 70,000 Californians wait over an hour on an ambulance gurney once they arrive at the hospital before their care is assumed by the emergency department staff and they are moved to an emergency bed."

The NCFPD has been impacted not only by APOT but the closure of our local community hospital in 2015. Long transport times of 20-45 minutes one-way and APOT has had a significant impact on our ambulance service. Reducing off-load delays would drastically improve our ambulance turn-around time from the three (3) hospitals we routinely transport to.



PROUDLY SERVING THE COMMUNITIES OF FALLBROOK, BONSALE AND RAINBOW

3/10/2023

PAGE 2 OF 2

Reducing APOT is an effort to enhance care for patients and citizens who need to use the EMS system. The importance and impact of this is twofold; first, reducing ambulance patient offload time will ensure that the patient is more quickly triaged, care is transferred, and the patient is seen by a doctor or other hospital staff. Second, getting the ambulance back into the field will help ensure that it and the emergency response personnel are available for the next call.

In addition to strengthening patient care, this measure will provide important taxpayer protection. Each time firefighters and Single-Role Paramedics and Emergency Medical Technicians (EMT) are at a hospital for several hours they are providing care to hospital patients while on duty instead of responding to emergencies. In essence, taxpayers are subsidizing hospital operations because they are there caring for the patient while waiting for the hospital.

Reducing APOT is a top priority for our fire department because we see the impact on the patient and the emergency system firsthand.

For these reasons, we are pleased to support AB 40 and urge your support of this important measure.

Sincerely,



Keith McReynolds
Fire Chief
NCFPD

Cc: Assemblymember Marie Waldron

Mavis Canpinar

From: Brian Macmillan
Sent: Friday, March 17, 2023 9:44 AM
To: NCFD
Subject: Facility Division Shout Out

Hello everyone,

A big thank you to Fire Station #1 A crew for some fine facility work. When they aren't delivering flowers and singing happy birthday to some of our residents, they can be found digging post holes and repairing fences at Fire Station #1!

Thank you for the #extremeownership in taking care of our work home.

Capt. Ryan Garing
Eng. Kyle Krenz
FF/PM Justin Nash
PM Tommy Castillo



Brian MacMillan | Division Chief-Professional Services
North County Fire Protection District | 330 S. Main Ave – Fallbrook, CA 92028
T: (760) 723-2005 - C: (760) 310-4481
bmacmillan@ncfire.org | www.ncfire.org

Proudly serving the communities of Fallbrook, Bonsall and Rainbow ~ Duty, Integrity and Respect

Discover North County Fire on social media:

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Mavis Canpinar

From: Anthony Fieri
Sent: Sunday, March 19, 2023 8:05 PM
To: NCFD
Subject: 2023 BI Boot Drive Total \$6,560

NCF Family,

The team work between North County Fire and Fallbrook Firefighters #1622 made \$6,560 for the San Diego Burn Institute. I would like send a special thanks to the people who gave their time out on the streets: Gabriel Saldana, Justin Rivera, Tommy Castillo, Mitch Iglesias, Tim Anaya, Chris Salos, Luke Lopez, Enzo DeThomas, Tom Harrington, Paul Moritz, Richard Quevedo, Ryan Garing, Jason Bracci and Jacob Swan.

Thank you,



Anthony Fieri | Fire Captain/Paramedic
North County Fire Protection District | 330 S. Main Ave – Fallbrook, CA 92028 C: (760) 213-7205
afieri@ncfire.org | www.ncfire.org

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Begin forwarded message:

From: Tiffany Wong <twong@burninstitute.org>
Date: March 16, 2023 at 11:33:18 AM PDT
To: Anthony Fieri <afieri@ncfire.org>
Subject: 2023 Boot Drive Total

Dear Anthony,

Thank you to North County Fire/Fallbrook Firefighters for raising **\$6,560** during the Burn Institute's Boot Drive on March 9th! We are still confirming a few department totals and receiving online donations, which is getting us closer to reaching \$200,000, thanks to your involvement. We greatly appreciate your dedication and support of the Burn Institute. 😊

While the one-day event has come and gone, our [online campaign](#) is still going until March 31! Anyone who missed the opportunity to drop their cash in your boot can still [donate](#)

online. We hope your department or association can consider doing one last social media push. Let us know if you have any questions.

*As a reminder, funds raised will help our fire and burn prevention programs and burn survivor support programs and services. In 2016, the Burn Institute proudly established the **Red Line of Courage Fund** to provide support services to local firefighters who sustain a burn injury while on duty. The **Red Line of Courage Fund** is designed to supplement those services already in place for professional firefighters and make resources available for the more immediate and long-term needs that other programs do not offer. To implement and sustain the **Red Line of Courage Fund**, the Burn Institute will set aside proceeds from the Annual Firefighters Boot Drive and hold funds in trust, as a safety net for our brave firefighters.*

On behalf of the Burn Institute and those we serve, **THANK YOU** very much for your coordination efforts and recruiting Boot Drive volunteers. Please share our sincerest appreciation with everyone who took part in the fundraiser.

Sincerely,

Tiffany Wong
Special Event Coordinator
Burn Institute
8825 Aero Drive, Suite 200
San Diego, CA 92123
Email: twong@burninstitute.org
Office: 858-541-2277 ext. 117
www.burninstitute.org

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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma



Traffic Collision at Pico and Alvarado

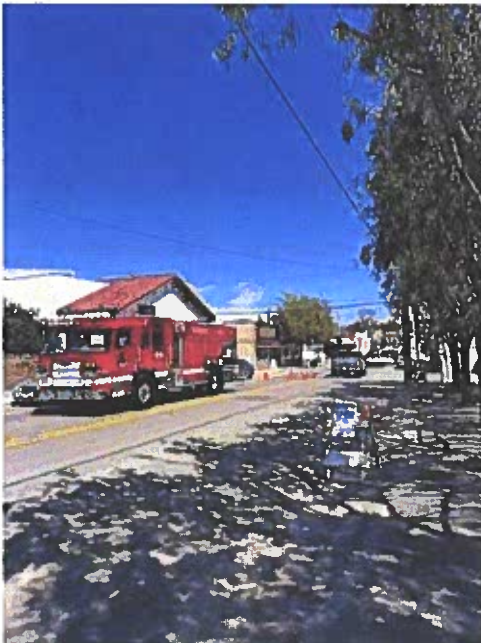
By [Village Staff](#)

Avoid the area



Hannah Hanford

North County Fire has the westbound lane blocked at W. Alvarado St. and Pico Ave. while a traffic collision is being cleaned up. No injuries have been reported. NC Fire is asking pedestrians and drivers to avoid the area, if possible. This is a breaking news story and more details will be reported as they become available.



Hannah Hanford



Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

Residents learn about wildfire preparedness

Wildfire Preparedness Sy...



Rick Monroe

Special to the Village News

Close to 200 area residents received life-saving information on Saturday, March 25, at the first Wildfire Preparedness Symposium in the [Fallbrook High School Library](#). The room was filled to standing room only capacity. Several speakers reminded residents that it wasn't a matter if another big wildfire hits the area, but when.

Several local emergency and community agencies made presentations at the meeting, hosted by the North County Fire Protection District. Chief Keith McReynolds served as emcee and reminded the residents of the major fires in the area. In 2003, it was the Cedar fire, followed by the Rice fire in 2007 and the Lilac fire in 2017. Even smaller fires, he said, are like a war zone.

Speakers were given about 10 minutes each to explain their role in prevention. After all the speakers, residents were encouraged to visit tables where agencies had information and representatives could answer questions.

Robyn Brookshire of San Diego Gas & Electric was the first presenter and explained the utility company's Public Safety Power Shutoff program. She urged residents to stay informed about dangerous conditions by keeping their contact information for outage notifications and other information up to date.

There are usually multiple notifications. The company sends alerts by voice, text and/or email. Residents who may not have an account with SDG&E because there is a master meter can still sign up for the service.

She noted that the Fallbrook Library has been established as the community center during an emergency. Water, ice, charging stations and other resources will be

Corporal Tim Clark of the San Diego County Sheriff's Department said they are often first on the scene of a fire because they get the calls and can respond more quickly with deputies in the field. Deputies give an assessment of the fire to fire agencies and begin house-to-house checks if necessary.

"When you're asked to leave, leave," he said. "That's why being prepared is essential. Our responsibility is to keep people out of the danger zone."

He also cautioned people to not use the 911 number for general information because it's an emergency number.

Heather Mitchell, crime prevention specialist with the Fallbrook Sheriff's substation, said the best way to be current about emergencies is through social media on the department's Twitter or Facebook pages.

McReynolds added that social media information about emergencies is also posted on the NCFPD web page.

Robert Gutierrez of the Rainbow Municipal Water District and Isabelle Casteran of the Fallbrook Public Utilities District also spoke. Gutierrez noted the cooperation of different agencies in assisting fire personnel. "We have so many small districts, it's important that we work together," he said.

Casteran urged residents to update their contact information with the agency she represents and others.

Ilsa Garza-Gonzalez, superintendent of the Fallbrook Union High School District, said their primary concern is that students are safe and secure. The district – and others in the region – have protection and evacuation plans coordinated with the state and each school has a safety plan.

The superintendent urged residents to have their own safety plan and to be sure their schools have current contact information.

Barbara Ayers of the Office of Emergency Services in San Diego explained the state agency's role, saying rural areas are challenging and fires pose an extreme risk. She told residents to make an emergency kit, have a plan, and stay informed.

RV is also an effective path for safety, she added.

She suggested residents find current information on <https://alerts.d.org/>.

Chief Frank Bigelow of San Diego Cal Fire said the cooperation of agencies in the area is fantastic.

His tools for success in an emergency were basic:

1. Ready: An emergency could happen at any time.
2. Get set: Have an emergency plan.
3. Go: If notified or in doubt, leave for safety.

Bigelow said the agency's goal is to keep 95% of fires to 10 acres or less, and that they have the resources – tankers, helicopters and the military if needed – to attain that mark.

Capt. Eddie Jones of NCFPD noted the community's resilience and noted how people like to help others out. He urged residents to know their neighbors who may need help during an emergency and assist if possible.

Among the other agencies represented but not making a formal presentation was the Fallbrook Amateur Radio Club, which posts emergency ham radio communication on its web page, <https://www.fallbrookarc.org/>. A representative at the group's table said 820 people followed the Lilac fire accounts on its website.

McReynolds said plans are to repeat this event in the future. A video of the symposium can be viewed at <https://youtu.be/311MFeGyyoo>

You might be interested in:

- [Nathan Fletcher to Resign from Board of Supervisors](#)
- [Nathan Fletcher Sued by Woman Alleging Sexual Assault, Harassment](#)
- [Navy Doctor Pleads Guilty to Role in \\$2 Million Insurance Fraud](#)
- [Three vehicle collision blocks 395](#)
- [FBI Searching For Man, 77. Last Seen In San Diego](#)

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD to replace Station 4 on existing site

Joe Naiman

Village News Reporter

The North County Fire Protection District will be replacing Station 4 on its current site.

A 5-0 NCFPD board vote March 28 authorized district staff to execute a contract with Erickson-Hall Construction for construction management services on a new Station 4 at the current site in the 4300 block of Pala Mesa Drive. "They will oversee the pre-construction, the design of the site, and the build," said NCFPD fire chief Keith McReynolds.

The board action also directed NCFPD staff to allocate a capital facility reserve account in the Fiscal Year 2023-24 preliminary budget for debt servicing of the Station 4 construction.

The existing fire station was constructed as a temporary facility in 1979. "We have a 40-year-old modular station that's been on that site," McReynolds said.

A full station replacement is needed to meet the increasing service demands along the Interstate 15 corridor and the greater Pala Mesa region. NCFPD staff considered both the current site and a county-owned site near the intersection of State Route 76 and Interstate 15.

The County of San Diego purchased that 18.49-acre property from the California Department of Transportation and will develop the property as a public safety facility. The Sheriff's Department will not need the entire 18.49 acres, and the NCFPD had expressed a desire to share that land and have its new Station 4 building on that property.

(The California Department of Forestry and Fire Protection is reviewing the possibility of including a CalFire station on the parcel, and the Rainbow Municipal Water District may use some of the land for the new district headquarters.)

A combination of grant funding opportunities and the county's timeline to develop the property led to the decision to build the new fire station on the current site. "It could be five to seven years before the county property is developed," McReynolds said. "We felt that we needed to get Station 4 going on the current site."

The 2022 state budget earmarked \$500,000 for the Station 4 replacement. The contract with Erickson-Hall, which is headquartered in Escondido, is for \$1.3 million. Change orders increasing the contract to up to \$1.5 million may be approved without subsequent NCFPD board authorization.

"We have not developed a timeline," McReynolds said.

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

Lithium-ion batteries can be dangerous



North County Fire Protection District PIO John Choi presents information on lithium-ion batteries in a Zoom meeting, April 1. Village News/Hannah Hanford photo

Hannah Hanford

Village News Intern

North County Fire Protection District PIO John Choi, gave a presentation to community members on Saturday, April 1 about lithium-ion battery fires.

In his presentation, Choi discussed how lithium-ion batteries are widely used in electronic devices such as smartphones, laptops, and electric vehicles due to them being lightweight, having a high energy density and long lifespan.

However, improper storage, use or faulty manufacturing can lead to dangerous situations, including explosions and fires.

One of the main dangers of lithium-ion batteries is the risk of thermal runaway, which occurs when the battery overheats and causes a chain reaction that leads to an uncontrollable increase in temperature and pressure. This can result in an explosion or fire, releasing toxic gasses and spreading flames to nearby objects.

To prevent such incidents, it is important to follow some best practices. Here are some of the best practices that were presented in that meeting:

1. Use only approved chargers and cables like UI tested or Intertek. It is not recommended to buy them off Amazon or Ebay because they are not certified and could potentially cause danger.
2. Avoid exposing batteries to extreme temperatures, both hot and cold.
3. Store batteries in a cool, dry place away from direct sunlight and flammable materials.
4. Do not puncture, crush, or damage batteries in any way.
5. Dispose of old or damaged batteries properly, following local regulations.
6. Don't mix and match batteries with different charging units. The factory battery and charging units are designed to work together. Safety features may be built inside the battery or the charger, hence the need to pair the correct equipment. Charging parameters are also going to be very specific for each item.
7. Don't mishandle batteries. Avoid dropping, crushing, indenting, or puncturing the batteries.
8. Keep the batteries in a dry and temperature-controlled area (not too hot or too cold).
9. Lithium-ion batteries should not be disposed of in regular garbage. Fallbrook Waste and Recycling is open Wednesday through Saturday from 8-4 p.m.
10. Avoid charging your device on flammable surfaces like under a pillow, on your bed or on the couch.
11. Follow the manufacturer's instructions for charging and storage.

There have been several high-profile cases of lithium-ion battery explosions over the years, including:

1. **Samsung Galaxy Note 7:** In 2016, Samsung recalled over 2.5 million Galaxy Note 7 smartphones due to a faulty battery that caused some devices to overheat and catch fire. The incident cost the company billions of dollars in losses.



Adobe stock photos

An iPhone has lithium-ion batteries in it.

2. Lithium Iron Battery of a power drill: In September 2022, a lithium battery caught on fire and burnt a house down that left a family without a home in Ryde, Australia.

3. RATP Electric Bus: On Friday 29 April 2022, a bus caught on fire in a matter of seconds in Paris, a small explosion started on the roof of the bus where the batteries were located which then caused the whole bus to catch on fire.

These incidents highlight the importance of proper handling and safety precautions when using lithium-ion batteries. By following best practices and being vigilant about potential risks, we can minimize the dangers and continue to enjoy the benefits of this technology.

North County Fire Protection District is planning on holding another class in June. Watch Village News for more information.

You might be interested in:

- [4.2 magnitude felt North San Diego County](#)
- [Writer meets a twin wordsmith and fellow student of life's dark moments](#)
- [San Diego County Supervisors Call on Nathan Fletcher to Resign](#)
- [One Killed in Crash on I-5 in Aliso Creek Area](#)
- [Local DAR honors 60-year member](#)

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NCFPD to use Fleet Service Center to contract with other agencies

Joe Naiman

Village News Reporter

North County Fire Protection District will be using its Fleet Service Center to provide services to other agencies which contract with North County district.

NCFPD board voted 5-0 March 28 to authorize district staff to execute fleet service contracts with outside governmental agencies as capacity allows. The approval also included a draft contract with hourly rates and other charges.

“The North County Fire Protection District operates a full-service fleet maintenance center on the Station 1 campus in Downtown Fallbrook,” said NCFPD Fire Chief Keith McReynolds. “We have been approached by neighboring agencies.”

In the past the fire district has provided apparatus and equipment service and maintenance to other agencies as staffing and workload allows. Pala Fire Department, Deer Springs Fire Protection District, and Rancho Santa Fe Fire Protection District have all contracted with NCFPD for fleet service.

Camp Pendleton Fire Department, Valley Center Fire Protection District, and Vista Fire Department are currently interested in using NCFPD Fleet Service Center as either their primary or secondary provider of fleet service for their apparatus.

NCFPD vehicles and apparatus will have service priority over contract agencies, which will ensure care and maintenance of their vehicles and apparatus remains the top priority. The service charges will ensure 100% cost recovery of all services provided.

If NCFPD needs to hire additional service center staff should one or more outside agencies sign a long-term primary provider contract the additional personnel expense would be covered by the contracting agencies.

The contracts will include a current hourly rate of \$92. A 10% surcharge will be invoiced for parts, and that cost includes freight and shipping. If hazardous materials disposal is required, a \$25 fee will apply. An administrative fee of 12% per invoice will be added to the other charges.



**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: KEITH McREYNOLDS, FIRE CHIEF/CEO
DATE: APRIL 25, 2023
SUBJECT: COMMENTS, REPORTS AND UPDATES

● **STAFF COMMENTS/REPORTS/UPDATES:**

● **KEITH McREYNOLDS, FIRE CHIEF/CEO:**

● **CHIEF OFFICERS & STAFF:**

● **BOARD:**

● **BARGAINING GROUPS:**

● **PUBLIC COMMENT:**

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: APRIL 25, 2023
SUBJECT: CLOSED SESSION

CS-1. Announcement — President Acosta:

➤ An announcement regarding the items to be discussed in closed session will be made prior to the commencement of closed session.

CS-2. Conference with Legal Counsel – Anticipated Litigation (Government Code §54956.9(d)(2)):

➤ Chief McReynolds General Counsel Steinke

CS-3. Conference with Labor Negotiator (Government Code §54957.6)

➤ Agency Representative: Chief McReynolds
Employee Organizations: Management Group Employees, Fallbrook Firefighters Association (Safety Group Employees) and Miscellaneous.

CS-4. Conference with Legal Counsel – Existing Litigation (Government Code §54956.9(d)(1)) — American Medical Response West v. California Department of Health Care Services, et al. (Sacramento Superior Court, Case No.: 34-2021-8003757):

➤ Chief McReynolds General Counsel Steinke

CS-5. Report From Closed Session — President Acosta

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