



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Board of Directors

Agenda

Wednesday, March 10, 2021, 6:00 P.M.

Complete Board Meeting packets are available upon request and on Scotts Valley Fire District's website. Call (831) 438-0211 or visit www.scottsvalleyfire.com.

Any person who requires a disability related modification or accommodation to participate in a public meeting should make such a request to Ron Whittle, Board Secretary, for immediate consideration.

Notice of Teleconferenced Meeting

Pursuant to Governor Newsom's Executive Order N-25-20 regarding COVID-19, members of the Scotts Valley Fire Protection District Board of Directors and staff may participate in this meeting by teleconference. To reduce the spread of COVID-19, members of the public are encouraged to listen to the meeting from their homes via teleconference by calling +1 408-638-0968, enter the meeting number when prompted (98409743332) and entering Access Code 379947 or connecting to the meeting online via their computer, smart phone or tablet at the following link: <https://zoom.us/j/98409743332?pwd=ZmqxYkcwdnNzQWFLRnJlR3M3dk9qZz09>

1. Call to Order

- 1.1 Pledge of Allegiance and Moment of Silence
- 1.2 Roll Call

2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter not on the agenda. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

3. Agenda Amendments (GC §54954.2) – Discussion/Action

4. Consent Calendar

(Consent calendar items will be enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests removal of the item for separate action.)

- 4.1 Approve Regular Board Meeting Minutes of February 10, 2021
- 4.2 Approve February Payroll 3 and 4 in the amount of: \$333,695.96
- 4.3 Approve February Expenditures in the Amount of:

General Fund:	\$108,282.73
SCHMIT:	\$ 0.00
TOTAL:	\$108,282.73

5. Discussion Items

- 5.1 LAFCO Comprehensive Study on Fire Protection Services
- 5.2 Battalion Chief Promotion Eligibility List

**Scotts Valley Fire Protection District
Board of Directors Meeting for March 10, 2021
Agenda**

- 5.3 Fire Captain Promotion Eligibility List
- 6. **Action Items – Discussion/Action**
 - 6.1 Approve Resolution 2021-2 Resolution Requesting Transfer of Funds for the CERPT and CEPPT 2020/2021 FY
- 7. **Board of Directors and Administrative Reports – Information/Discussion**
(No action will be taken on any questions raised by the Board at this time.)
 - 7.1 Board of Directors Report – *Directors*
 - 7.2 Administrative Report – *Chief Officers*
 - 7.3 Administration of Fire Services Agreement with the Branciforte Fire Protection District Report
- 8. **Correspondence**
 - 8.1 None
- 9. **Closed Session: Government Code §54957.7**
 - 9.1 Conference with Labor Negotiators: Government Code §54957.6
Agency Designated Representatives: Ed Harmon and Joe Parker
Employee Organization: All
- 10. **Open Session**
 - 10.1 Report on Closed Session: Government Code §54957.1
- 11. **Request for Future Agenda Items**
- 12. **Adjournment**

Next Regularly Scheduled Board Meeting:
Wednesday, April 14, 2021 at 6:00 p.m.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066

(831) 438-0211

Fax (831) 438-0383

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF February 10, 2021

Notice of Teleconferenced Meeting

Pursuant to Governor Newsom's Executive Order N-25-20 regarding COVID-19, members of the Scotts Valley Fire Protection District Board of Directors and staff participated in this meeting by teleconference. To reduce the spread of COVID-19, members of the public were encouraged to listen to the meeting from their homes via teleconference by calling +1 408-638-0968, enter the meeting number when prompted (91767985734) and entering Access Code 580202 or connecting to the meeting online via their computer, smart phone or tablet at the following link: <https://zoom.us/j/91767985734?pwd=WXh6YlRocXhMlpNWndFU2hPS1NrUT09>

1. Call to Order

1.1 Pledge of Allegiance and Moment of Silence

At 6:03 p.m., President Parker called for the Pledge of Allegiance and a Moment of Silence to follow.

1.2 Roll Call

- | | |
|-------------------------|--|
| A. Directors Present: | Directors Campbell, Harmon, Parker, Patterson and Pisciotta |
| B. Directors Absent: | None |
| C. Fire District Staff: | Chief Whittle, Administrative Captain Vandervoort and
Administrative Secretary Walton |

2. Public Comment (GC §54954.3)

None

3. Agenda Amendments (GC §54954.2) – Discussion/Action

None

4. Consent Calendar

4.1 Approve Regular Board Meeting Minutes of January 13, 2021

4.2 Approve January Payroll 1 and 2 in the amount of: \$324,165.72

4.3 Approve January Expenditures in the Amount of:

<u>General Fund:</u>	\$151,060.28
<u>Capital Outlay/Zone A:</u>	\$ 10,088.48
<u>SCHMIT:</u>	\$ 91,004.42
<u>TOTAL:</u>	\$252,153.18

On motion of Director Pisciotta seconded by Director Harmon to *Approve Consent Calendar Items 4.1 through 4.3* was approved by the following vote:

AYES:	Campbell, Harmon, Parker, Patterson and Pisciotta
NOES:	None
ABSENT:	None
ABSTAIN:	None

5. Discussion Items

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting February 10, 2021

5.1 LAFCO Letter to Solicit Nominations for the regular and alternate member seats on the Consolidated Redevelopment Oversight Board in Santa Cruz County

Chief Whittle stated that LAFCO is soliciting nominations for the regular and alternate member seats for the Consolidated Redevelopment Oversight Board. There is no Board action required but if anyone is interested, the application is included in the board packet. President Parker added that the application deadline is February 26th.

6. Action Items

6.1 Approve Resolution 2021-1: Resolution Acknowledging Receipt of a Report made by the Fire Chief of the Scotts Valley Fire Protection District (SVFPD) Regarding the State Mandated Annual Inspections of certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code.
Discussion/Action

Chief Whittle stated that based on the Grand Jury report from last year, the recommendation was for fire departments to report the state mandated inspection findings to the public. Administrative Captain Vandervoort will review the mandated inspections.

Administrative Captain Vandervoort stated that based on Senate Bill 1205, Fire Districts are required to report the status of state mandated inspections for certain occupancies to their Board of Directors. For the 2020 calendar year, all 25 state mandated inspections have been completed and we are 100% compliant. For all occupancies with violations, they are working to have them corrected and I am confident they will be resolved for the 2021 inspection. For the most part, the violations are for the 5-year sprinkler inspection, which has been delayed due to Covid.

President Parker inquired about the large number of violations at the Scotts Valley Middle School and Director Campbell inquired about the Scotts Valley High School sprinkler issues.

Administrative Captain Vandervoort stated that the majority of the violations at the Scotts Valley Middle School were missing evacuation maps posted at the door in each classroom. For Scotts Valley High School, the sprinkler system is functional but in need of maintenance repairs, which they are working on. Chief Whittle stated that we will continue to follow up until the violations have been resolved.

On motion of Director Campbell seconded by Director Pisciotto to *Approve Resolution 2021-1* was approved by the following vote:

AYES:	Campbell, Harmon, Parker, Patterson and Pisciotto
NOES:	None
ABSENT:	None
ABSTAIN:	None

7. Board of Directors and Administrative Reports – Information/Discussion

(No action will be taken on any questions raised by the Board at this time.)

7.1 Board of Directors Report – Directors

None

7.2 Administrative Report – Chief Officers

The Administrative Report was included in the board packet and Chief Whittle reported the following:

- On January 19th, the county experienced a large wind event and crews responded to over 40 calls for service including 2 wildland fires in the SVFPD. In addition, we responded with a type 3 engine and water tender to the Panther Fire and a type 3 engine to the China Grade Fire. Both incidents will be reimbursed by OES.
- Due to debris flow concerns in the burn areas, we participated in a County pre-assembled local government Task Force with a type 3 engine.
- Battalion Chief Theilen announced his retirement for March 6th.
- The Battalion Chief and Captain Test is scheduled for February 22nd and the application deadline is February 15th. With Battalion Chief Theilen's retirement, we will be promoting 2 Battalion Chiefs.
- An email was sent with a link for the mandatory board training. If you click on the email link and enter your SVFPD email, it will take you to the training page. You will also receive an email from our IT provider Pagoda Technology for a training link for cyber threats.

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting February 10, 2021

7.3 Administration of Fire Services Agreement with the Branciforte Fire Protection District Report

Chief Whittle stated that he met with the BFPD new Board Director Tim Dodds and they discussed the current agreement with the SVFPD and direction for the future. I also met with the BFPD Board President Pat O'Connell and we discussed options moving forward. The BFPD Board was interested in talking with Central Fire to take over management but based on my discussion with the new Central Fire Chief, they will be focusing on completing their consolidation for the next several years. At this point, the best option is for the BFPD Board to promote a Fire Chief from within.

8. Correspondence – Information

8.1 LAFCO Letter – Election for Special District Seats on LAFCO

8.2 Thank you letter from Valley Christmas Project

The Board received and filed the correspondence.

9. Closed Session: Government Code §54957.7

**9.1 Conference with Labor Negotiators: Government Code §54957.6
Agency Designated Representatives: Ed Harmon and Joe Parker
Employee Organization: All**

At 6:25 p.m., President Parker announced that the Board would be going in to Closed Session for the purpose listed in Item 9.1.

10. Open Session

10.1 Report on Closed Session: Government Code §54957.1

At 7:45 p.m., the Board reconvened to open session and President Parker reported that for Item 9.1, no action was taken.

11. Request for Future Agenda Items

None

12. Adjournment

The meeting was adjourned at 7:46 p.m.

ATTEST _____
Joe Parker
Board President

Ron Whittle
Board Secretary

Date Range from 01/21/2021 To 02/19/2021			
PAYROLL	ACCT.#	PP	TOTALS
Regular Pay	51000	3	\$128,657.74
		4	\$130,142.38
Overtime	51005	3	\$19,565.03
		4	\$15,074.26
Regular Pay, Extra Help (PCF)	51010	3	\$0.00
		4	\$4,357.58
Regular Pay, Sick Leave	51015	3	\$0.00
		4	\$0.00
Regular Callback Pay	51025	3	\$7,013.52
		4	\$9,704.37
Holiday Pay	51035	3	\$0.00
		4	\$0.00
Differential Pay	51040	3	\$8,142.47
		4	\$8,142.47
Regular Pay, Sick Leave Reserve	55020	3	\$0.00
		4	\$0.00
Misc Benefits, Vacation Payoff	55021	3	\$1,448.07
		4	\$1,448.07
Directors Fees	62327	3	\$0.00
		4	\$0.00
TOTAL PAYROLL			\$333,695.96

CLAIMS BY GL OBJ

03/01/2021

Filter: (Claim Date is between 02/01/2021
and 02/28/2021)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
GL Key: 685010			
GL Obj: 53010 Group Health - Dental Insurance			
02/02/2021	HEALTH CARE EMPLOYEES/EMPLOYER DENTAL TRUST	Dental Ins.- 2/2021	\$4,610.55
02/09/2021	FDAC EBA	Life & Vision Ins.- 3/2021	\$1,133.28
02/25/2021	TIM THEILEN	Retiree Health Ins. - 3/2021	\$762.67
02/25/2021	CALPERS RETIREMENT SYSTEM	Health Ins.- 3/2021	\$51,010.65
02/25/2021	MIKE PHINN	Retiree Health Ins.- 3/2021	\$393.04
02/25/2021	MICHAEL MCMURRY	Retiree Health Ins.- 3/2021	\$1,728.68
02/25/2021	MIKE BIDDLE	Retiree Health Ins.- 3/2021	\$1,055.73
02/25/2021	SAL LOFRANCO	Retiree Health Ins.- 3/2021	\$535.94
02/25/2021	HEALTH CARE EMPLOYEES/EMPLOYER DENTAL TRUST	Dental Ins.- 3/2021	\$4,610.55
SubObject Total			\$65,841.09
GL Obj: 61110 Clothing & Personal Supplies			
02/02/2021	L.N. CURTIS & SONS	1 Wildland Jacket	\$300.71
02/25/2021	L.N. CURTIS & SONS	Wildland and Structure Gloves	\$1,849.00
SubObject Total			\$2,149.71
GL Obj: 61425 Household Expense			
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Cable Ties, Cleaner	\$31.57
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Light Bulbs, Grill Brush, Retractable Knife	\$116.71
SubObject Total			\$148.28
GL Obj: 61720 Maintenance - Mobile Equipment			
02/02/2021	GOLDEN STATE EMERGENCY VEHICLE SERVICE	Mode Switches	\$155.93
02/09/2021	NAPA AUTO PARTS	Parts	\$64.40
02/17/2021	CENTRAL FIRE DISTRICT	E2510 Repairs	\$20,329.04
SubObject Total			\$20,549.37
GL Obj: 61725 Maintenance - Office Equipment			
02/02/2021	PAGODA TECHNOLOGIES INC.	Computer Management- 2/2021	\$1,192.12
02/02/2021	PAGODA TECHNOLOGIES INC.	Upgrade CradlePoints	\$675.00
02/02/2021	PAGODA TECHNOLOGIES INC.	Set Up New PCs	\$400.00
SubObject Total			\$2,267.12
GL Obj: 61730 Maintenance - Other Equipment			
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Paint Remover, Graffiti Remover	\$29.17
02/09/2021	L.N. CURTIS & SONS	Hurst Annual Service	\$2,211.09
SubObject Total			\$2,240.26

CLAIMS BY GL OBJ

03/01/2021

Filter: (Claim Date is between 02/01/2021
and 02/28/2021)(Pre-Approved Excluded)

Claim Date	Vendor	Message	Amount
GL Obj: 61845 Maintenance - Buildings & Grounds			
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Lights, Saw Blades, Spray Paint, Paint, Screws	\$422.41
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Molding, Electrical Supplies	\$156.45
02/09/2021	AA SAFE & SECURITY CO	Office Door Re-Key	\$139.22
02/17/2021	WESTERN EXTERMINATOR COMPANY	VF1 Bug Service- 1/2021	\$57.50
02/17/2021	WESTERN EXTERMINATOR COMPANY	VF2 Bug Service- 1/2021	\$57.50
SubObject Total			\$833.08
GL Obj: 61920 Medical Supplies			
02/02/2021	BOUND TREE MEDICAL, LLC	Suction Units with Case	\$1,213.71
02/25/2021	BOUND TREE MEDICAL, LLC	Ondansetron	\$4.93
SubObject Total			\$1,218.64
GL Obj: 62367 Medical Services			
02/02/2021	CARDIOVASCULAR ASSOC OF SANTA CRUZ	Treadmill - Singh	\$350.00
SubObject Total			\$350.00
GL Obj: 62381 Professional & Specialized Services			
02/02/2021	CSG CONSULTANTS, INC.	Fire Plan Review- 440 Kings Village Road, 145 Pippin Way, 909 Lundy Lane, 32 Deerfield, 262 Mt Hermon	\$450.00
02/09/2021	VOYA NATIONAL TRUST COMPANY	Voya Loan Program- (Employee paid) 10/1-12/31/2021	\$187.50
02/25/2021	JACKSON LEWIS	Legal Services	\$570.00
SubObject Total			\$1,207.50
GL Obj: 62890 Subscriptions			
02/09/2021	CREWSENSE LLC	Quarterly Subscription 2/3-5/2/2021	\$754.74
SubObject Total			\$754.74
GL Obj: 62914 Education & Training			
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Training Prop Materials	\$95.44
02/02/2021	SCARBOROUGH LUMBER & BUILDING	Training Prop Materials	\$30.79
02/09/2021	HEARTSHARE TRAINING SERVICES INC.	ACLS/PALS Recertifications	\$4,180.00
SubObject Total			\$4,306.23
GL Obj: 62920 Gas, Oil & Fuel			
02/09/2021	SANTA CRUZ COUNTY ENVIRONMENTAL HEALTH SERVICES	VF2 HMMP Permit	\$669.00
02/17/2021	SANTA CRUZ ENVIRONMENTAL HEALTH SERVICES	VF1 HMMP Permit	\$1,334.00
02/25/2021	WESTERN STATE OIL COMPANY	Fuel/Diesel	\$2,247.10
SubObject Total			\$4,250.10

CLAIMS BY GL OBJ

03/01/2021

*Filter: (Claim Date is between 02/01/2021
and 02/28/2021)(Pre-Approved Excluded)*

Claim Date	Vendor	Message	Amount
GL Obj: 63070 Utilities			
02/02/2021	CITY OF SCOTTS VALLEY	Sewer- VF1 11/16/2020-1/15/2021	\$178.54
02/02/2021	CITY OF SCOTTS VALLEY	Sewer- VF2 11/16/20-1/15/2021	\$134.65
02/09/2021	PG&E	VF1 Electric 1/6-2/3/2021	\$700.55
02/09/2021	PG&E	VF2 Electric 1/6-2/3/2021	\$483.92
02/17/2021	PG&E	VF2 Gas 1/7-2/4/2021	\$311.00
02/17/2021	PG&E	VF1 Gas 1/7-2/4/2021	\$357.95
SubObject Total			\$2,166.61
Index Total			\$108,282.73
Grand Total			\$108,282.73



Santa Cruz Local Agency Formation Commission
701 Ocean Street # 318D
Santa Cruz CA 95060
Phone: (831) 454-2055
Email: info@santacruzlafo.org
Website: www.santacruzlafo.org

January 11, 2021

Ron Whittle, Fire Chief
Scotts Valley Fire Protection District
7 Erba Lane
Scotts Valley, CA 95066

Subject: Upcoming Comprehensive LAFCO Study on Fire Protection Services

Dear Chief Whittle:

I am writing to request your assistance as LAFCO initiates a comprehensive study of fire protection in Santa Cruz County. Our study will primarily focus on cities and districts that provide fire protection services, but it will also discuss the services provided by a critical network of local, state, and federal agencies, as well as volunteer departments.

We will highlight each agency's accomplishments, goals and challenges, and may suggest opportunities for partnerships, efficiencies and effectiveness. We will also discuss current issues and trends affecting service delivery. Finally, the study will review and may recommend changes to the boundaries and spheres of influence of cities and special districts that provide fire protection services. Your participation will add value to the LAFCO study process and its outcome.

Request for Information

Information gathering is the first step in our study. **Please complete the enclosed survey and return it to our office by April 2, 2021.** Let us know if you have any questions or need additional time. LAFCO staff may request a meeting with you or your designated representatives to discuss the survey data as the study progresses.

Next Steps and Schedule

After we receive information from surveys, interviews, and other resources, LAFCO staff will prepare an administrative draft study for review by all affected agencies. We will provide this draft to you early in June 2021 with a request for internal review and comments. Our intent is to ensure its accuracy in content and tone.

The final step is a public hearing process. Staff will complete a public hearing draft study and schedule a LAFCO public hearing to consider and adopt the study and its recommendations. We will share the public hearing draft study with you and inform you of ways to participate in the hearing process. The hearing and study adoption will be completed by October 2021. Any outcomes that require follow-up will be addressed in the new fiscal year.

Thank you for your assistance. Please contact me with any questions about the survey, the study or the process. I can be reached by phone at 831-454-2055 or by email at joe@santacruzlafo.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Joe A. Serrano", is written over a horizontal line.

Joe A. Serrano
Executive Officer

Attachments:

- 1) 2021 LAFCO Survey
- 2) Proposed Service & Sphere Review Schedule

Fire Protection Districts (12 in total) Proposed Service & Sphere Review Schedule (For Discussion Purposes Only - Dates Subject to Change)			
Action	Responsible Agency(ies)	Target Date	Description
Pre-LAFCO Process			
Survey Distribution	LAFCO	January 11, 2021	LAFCO will solicit comments and information from all affected agencies. This will be an opportunity to gather the necessary data to conduct a comprehensive report that will be a resource for the Commission, the affected agencies, and the general public.
Discussion with District Representatives	Districts & LAFCO	January - March 2021	Prior to the development of the report, the Districts and LAFCO should schedule a meeting (virtual, conference call, or in-person) to discuss certain items, including but not limited to: *Purpose of the Service & Sphere Review *Status of Agency (issues/concerns/future) *Retrieval of required documents (ex. audited financial statements)
Survey Deadline	Districts	April 2, 2021	This is the deadline to submit survey responses for each affected agency. Please notify LAFCO if more time is needed.
During LAFCO Process			
Develop Administrative Draft of Service & Sphere Review	LAFCO	Late-June 2021	LAFCO staff will develop an administrative draft of the report that will fulfill the requirements outlined in Government Code Section 56425 (sphere determinations) and 56430 (service determinations).
Distribute Administrative Draft to District	LAFCO	Early-July 2021	LAFCO staff will provide the Districts an advance copy of the draft report for feedback. The purpose of this internal assessment is to ensure accuracy of the information.
Submit Comments on Administrative Draft	Districts	September 3, 2021	LAFCO encourages comments and questions to be submitted as soon as possible to ensure that the report addresses any discrepancies or issues prior to Commission consideration.
Record Environmental Document	LAFCO	September 13, 2021	Pursuant to State law, and based on local practices, LAFCO files an environmental document regarding the service review. LAFCO staff has determined that the service review is exempted from CEQA. Therefore, a Notice of Exemption will be recorded prior to the LAFCO hearing date.
Advertise LAFCO Hearing in Newspaper	LAFCO	September 14, 2021	Pursuant to State law, LAFCO will advertise the consideration of the Service & Sphere Review in a newspaper at least 21-days prior to the hearing date.
Post Draft Service & Sphere Review on Website	LAFCO	September 30, 2021	LAFCO publishes the meeting's agenda packet, with all staff reports and attachments, no later than the Thursday before the meeting date.
Conduct LAFCO Hearing to Consider Service & Sphere Review	LAFCO	October 6, 2021	The Commission will consider the 2021 Service & Sphere Review in a public forum. The Districts and members of the public will have an opportunity to address the Commission on this matter.
Post-LAFCO Process			
Distribute Copies of the adopted Resolution and Service & Sphere Review	LAFCO	November 2021	Copies of the signed resolution and 2021 Service & Sphere Review will be sent to the Districts for their records. The report will also be available on the LAFCO website.



LOCAL AGENCY FORMATION COMMISSION OF SANTA CRUZ COUNTY

**Comprehensive Fire Protection Service & Sphere Review
(Survey Questions – Deadline is April 2, 2021)**

****Please refer to page 6 for information on how to respond to this survey****

Survey Questions	Agency Response
<p>A. Overview:</p> <ol style="list-style-type: none">1) Administrative Office Address and Mailing Address (if different)2) Website Address3) Contact Information of LAFCO Liaison (for any follow-up questions)4) Number of Employees. Please indicate whether employees are full-time, part-time, seasonal, on-call, etc.5) Current Board Members and Term Limits. Please indicate who is the current Board Chair/President.6) Current Fire Chief. Please indicate the number of years serving as the current fire chief.7) Regular Board meeting date and location.8) Mission Statement (if applicable)	
<p>B. Boundaries:</p> <ol style="list-style-type: none">1) Does your agency desire to change its existing jurisdictional boundary? If yes, please indicate the area(s) and reason(s).2) Does your agency desire to change its existing sphere of influence boundary? If yes, please indicate the area(s) and reason(s).3) Does your agency currently or plan to provide services outside its existing boundaries? If yes, please indicate the area(s) and reason(s).4) Are there any overlaps or duplicate services being provided by another fire department within your agency's boundaries?	

C. Service Provisions

Please indicate whether your agency provides the services listed below:

- 1) Advanced Life Support (ALS)
- 2) Ambulance Transportation
- 3) Ambulance Transportation (Non-Emergency)
- 4) Basic Life Support (BLS)
- 5) Basic Rescue
- 6) Community Education
- 7) Construction Plan Check
- 8) Fire Code Enforcement
- 9) Fire Code Permitting
- 10) Fire Investigation
- 11) Fire Suppression
- 12) Haz Mat Administration
- 13) Haz Mat Response
- 14) Public Awareness/Information
- 15) Technical Rescue
- 16) Vegetation Management
- 17) Water Rescue
- 18) Other(s)?

Please indicate whether your agency provides these services in-house or by-contract with another agency within your boundaries, and whether your agency provides a service outside your boundaries.

D. Dispatch Services

- 1) Does your agency provide dispatch services in-house or by contract? If by contract, please indicate which organization provides the service.
- 2) How are 911 calls fielded?
- 3) Any plans to improve or upgrade the current dispatch services? Any recent changes?
- 4) Any ideas or suggestions to improve dispatch services within your agency or countywide?

E. Population

If available, please provide the population estimates for the following years: 2020, 2025, 2030, 2035, and 2040. If population forecasts are unavailable, please provide the current population amount.

Do you believe future population or housing will affect your agency's service capacity?

F. Training

Please indicate whether your employee's training for the following:

- 1) Administrative
- 2) Advanced Life Support (ALS)
- 3) Auto Extrication
- 4) Basic Life Support (BLS)
- 5) Confined Space Awareness
- 6) Fire Prevention & Inspection
- 7) Hazardous Materials
- 8) Ocean Rescue
- 9) Physical Fitness
- 10) Rapid Intervention
- 11) Rescue Systems
- 12) Surf Rescue
- 13) Swiftwater Rescue
- 14) Technical Rescue (i.e. low angle rescue)
- 15) Transport
- 16) Truck Company Operations
- 17) Other(s)?

G. Fire Stations

Please provide information for the following:

- 1) Number of fire stations
- 2) Name and location of fire stations
- 3) Built date of fire stations
- 4) Current condition of fire stations
- 5) Staffing and hourly position for fire stations
- 6) Number of volunteers within fire stations

Are there any plans to upgrade current fire stations or construct new stations?

H. Finances

Please provide information for the following:

- 1) Adopted Financial Statements (2015 to 2020)
- 2) Adopted Budgets (2020 and 2021)
- 3) Capital Improvement Plans (if applicable)
- 4) Supplemental Revenue Source (benefit assessment, parcel tax, etc.). Please indicate when it was enacted, the location, and whether it has a sunset date.

<p>I. Inventory</p> <p>Please provide an inventory of vehicles or apparatus located at your agency's fire station(s):</p>	
<p>J. Shared Services</p> <p>Please indicate whether your agency collaborates with other organizations through the following:</p> <ol style="list-style-type: none"> 1) Automatic Aid Agreement 2) Mutual Aid Agreement 3) Memorandum of Understanding 4) Joint Power Authorities/Agreements 5) Other Contracts? <p>Please name the organizations that your agency collaborates with and provide documents, if possible. LAFCO would like to highlight these partnerships and joint efforts.</p>	
<p>K. Call Data</p> <p>Please indicate whether your agency addressed the following call types during 2015 to 2020. Also indicate how many times that call type was addressed:</p> <ol style="list-style-type: none"> 1) Automatic Aid 2) EMS (non-vehicle) 3) False Alarm 4) Good Intent Call 5) Haz Mat 6) Mutual Aid 7) Overpressure, Explosion, Overheat 8) Rescue Call 9) Service Call 10) Severe Weather & Natural Disaster 11) Special Incident 12) Structure Fire 13) Vegetation and Trash Fire 14) Vehicle Accident/Fire 15) Wildland Fire 16) Other(s)? <p>Please indicate the target and adopted standard response time for each type of call.</p>	

L. Other Information

Please provide the following:

- 1) ISO Rating
- 2) Does your agency have a Fire Hazard Mitigation Program? If so, please provide a copy/link to review the document.
- 3) Does your agency have an evacuation and/or recovery plan? If so please provide a copy/link to review the document.
- 4) Does your agency have a Master, Strategic, and/or Standards of Cover Plan(s)? If so, please provide a copy/link to review the document.
- 5) How has the recent fires affected your agency?
- 6) Has climate change affected your agency?
- 7) How is your agency preparing for future service needs/demands?
- 8) Are there any new or pending laws that have affected your agency? If so, please provide information on such laws/bills.
- 9) Are there any private fire companies that you are aware of providing service within your jurisdiction or in Santa Cruz County?
- 10) Are there any best practices or recent success stories you would like LAFCO to highlight in the upcoming service review?
- 11) Are there any specific topics you would like LAFCO to analyze as part of the upcoming service review?

LAFCO Staff Comments

Survey Responses: If the requested information is available on the agency's website or online, please provide the hyperlink and direct us to the proper location. We understand that your time is limited, and LAFCO staff can retrieve the information if pointed to the right direction.

Thank you for participating in LAFCO's survey. Please send your responses to LAFCO no later than **Friday, April 2, 2021**. Responses can be sent by email at joe@santacruzlafco.org or by regular mail (701 Ocean Street, Room 318-D, Santa Cruz CA 95060). Feel free to contact LAFCO staff if you have any questions. The LAFCO office number is 831-454-2055.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Ron Whittle
Fire Chief

February 25, 2021

Battalion Chief Promotional Eligibility List

<u>Name</u>	<u>Rank</u>
Andrew LoFranco	1
Chris Stubendorff	2

Board of Directors

Robert Campbell Edward Harmon Joe Parker Russ Patterson Daron Pisciotta



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Ron Whittle
Fire Chief

February 25, 2021

Fire Captain Promotional Eligibility List

<u>Name</u>	<u>Rank</u>
Armando Cortes	1
Roshan Todd	2

Board of Directors
Robert Campbell Edward Harmon Joe Parker Russ Patterson Daron Pisciotta

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2021-2

RESOLUTION REQUESTING TRANSFER OF FUNDS

WHEREAS, the Scotts Valley Fire Protection District is in need of a transfer of funds from the Other Benefits Miscellaneous (55021) and the PERS (52015) to the Contribution to Trust/Agency Fund Account (75233); and

WHEREAS, such funds are set forth in the 2020/2021 FY budget;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller transfers funds in the amount of \$500,000 as follows:

Funds hereby transferred from:

<u>Index Number</u>	<u>Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
685010	55021	Other Benefits Miscellaneous	\$350,000
685010	52015	PERS	\$150,000

And that such funds be and are hereby transferred to:

<u>Index Number</u>	<u>Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
685010	75233	Contribution to Trust/Agency Fund	\$500,000

PASSED AND ADOPTED by the Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, this 10th day of March 2021, by the following vote:

AYE NAY ABSENT ABSTAIN

Director Robert Campbell
Director Edward Harmon
Director Joseph Parker
Director Russ Patterson
Director Daron Pisciotta

ATTEST:

Ron Whittle
Board Secretary

Joe Parker
Board President

cc: County Auditor/Controller

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND / OR FUNDS

Department: Scotts Valley Fire Protection District
Fund Number: 685010
To: Board of Supervisors
Requires 4/5 vote: _____

Date: 3/10/2021

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, 2021.

AUDITOR-CONTROLLER USE ONLY			
Document #: _____			
Description: _____ / _____ / _____ # _____			
Board Name	Agenda Date (mm/dd/yy)	Item No.	
Entered by: _____		Date: _____	

		GL Key	GL Object	JL Key	JL Object	Amount	Account Description
TRANSFER	To	685010	75233			500,000	Contribution to Trust/Agency Fund
	From	685010	55021			350,000	Other Benefits Miscellaneous
		685010	52015			150,000	PERS

Explanation:

Transfer allocated funds to prefund the CERBT and CEPPT through CalPERS as budgeted in the 2020/2021 Fiscal Year.

Name: _____ Title: Board President Date: 03/10/2020

Auditor-Controller's Action: I hereby certify that the unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated

Auditor-Controller, by _____, Deputy Date: _____

Administrative Officer's Action: () Recommended to Board () Approved () Not Recommended or Approved

Administrative Officer _____ Date: _____

State of California }
ss. As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing
County of Santa Cruz transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer
by an order duly entered in the minutes of said Board on

_____ 20____, by _____, Deputy Clerk



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

Date: March 10, 2021
To: Board of Directors
From: Chief Whittle *PW*
Subject: February Administrative Report

Incident Type	January		February				Year To Date	
	2020	2021	2020	2021	2020	2021	2020	2021
Fires	7	8	10	4			17	12
Explosion / Rupture	0	0	0	0			0	0
EMS	98	82	114	95			212	177
Hazardous Condition	6	25	15	2			21	27
Service Calls	21	15	16	17			37	32
Good Intent	32	48	37	23			69	71
False Alarms	21	11	10	13			31	24
Severe Weather	0	0	3	0			3	0
Totals	185	189	205	154			390	343

Operations

Captain Ronzano has been upgrading the lights at the Glenwood station to LED. Replaced all the apparatus bay fluorescent bulbs to LED as well as any old fluorescent can lights inside of the station. Any remaining fluorescent will be replaced out with LED lights as they burnout.

The crews spent a lot of time re-configuring a couple of compartments on the lead engines. By swapping the extrication equipment with the medical gear, they reduced their daily exposure to diesel exhaust fumes. They also made a few other changes to enhance operations and inventory.

Training

Fire ground simulations was a focus of training this month for Acting Captains and Acting BC's. Engineer Cahir completed his Acting Captain Task book, and Captain Stubendorff completed his Acting BC task book. Captain Stubendorff has been filling in as Acting BC on A Shift.

Board of Directors

Robert Campbell Edward Harmon Joseph Parker Russ Patterson Daron Pisciotta

Captain LoFranco, Captain Petteys, and Engineer Post all attended a 4 day Flow Path Train-The-Trainer course at the Ben Lomond Training Center. The training was very well presented and they will be conducting training for all 3 shifts in the near future.

Crews attended "Santa Cruz County Command and Control" training which is focused on standardizing common terminology, arrival reports and tactics/strategy for company and chief officers.

Firefighter Matt Smiley completed 18 month probationary testing.

Probationary FF Jared Vandiver is working on completing his 9 month testing. His knowledge skills and abilities are progressing nicely. He should be on schedule to start the driving and pumping portion of his probation within the next few months. He has obtained his Class B permit and is ready to keep moving forward.

EMS

Captain Stubendorff distributed the new Pediatric Fast Pack iOS application that he has been working on with an iOS developer. The application will be utilized by all paramedics in Santa Cruz County.

Prevention

Inspections - 12 Inspections completed including the new U-Blendit facility at 440 Kings Village Road

Permits/Plan Checks - 12

Meetings attended - 4 meetings attended including the Zonehaven evacuation software kickoff meeting.

Administration

Administrative Secretary Bridges conducted 2 car seat inspections/installations.

Fire Chief

BC Theilen announced his retirement. Congratulations to Chief Theilen for 38 years of service to Scotts Valley.

We had 3 Paid Call Firefighters resign this month for various reasons. Two of the three are pursuing a fire service career in other agencies. We congratulate them and wish them well in their new opportunities.

We conducted promotional testing for Captain and Battalion Chief. Thank you to BC McNeil for all his hard work putting that together. Everyone performed well in the process and we received good feedback from the outside raters.

I began working on the Comprehensive LAFCO Study on Fire Protection Services.