



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF February 9, 2022

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, February 9, 2022 at the City of Scotts Valley Council Chambers. President Patterson called the meeting to order at 6:06 p.m.

#### 1.1 Pledge of Allegiance and Moment of Silence

President Patterson called for the Pledge of Allegiance and a Moment of Silence to follow.

#### 1.2 Roll Call

- |                         |   |
|-------------------------|---|
| A. Directors Present:   | Directors Campbell, Harmon ( <i>Via Teleconference</i> ), Parker, Patterson and Pisciotta                                     |
| B. Directors Absent:    | None  |
| C. Fire District Staff: | Chief Whittle, Battalion Chiefs LoFranco, McNeil and Stubendorff, Admin Captain Vandervoort and Admin Services Manager Walton |

### 2. Public Comment (GC §54954.3)

None

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

Chief Whittle requested Item 6.3 removed from the agenda. The Board removed Item 6.3 from the agenda.

### 4. Consent Calendar

#### 4.1 Minutes: Approve Regular Board Meeting Minutes of December 8, 2021

#### 4.2 Approve SVFPD Claims Disbursements for the Month of December 1, 2021 through December 31, 2021 in the Amount of:

Payroll and Benefits:	\$651,817.13
General Fund:	\$ 11,891.47
Capital Outlay:	\$ 0.00
SCHMIT:	\$ 0.00
TOTAL:	\$663,708.60

#### 4.3 Approve SVFPD Claims Disbursements for the Month of January 1, 2022 through January 31, 2022 in the Amount of:

Payroll and Benefits:	\$461,440.93
General Fund:	\$ 82,117.02
Capital Outlay:	\$ 0.00
SCHMIT:	\$ 4,519.26
TOTAL:	\$548,077.21

#### 4.4 Adopt Publicly Available Pay Schedule per Government Code §20636

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**On motion of Director Parker seconded by Director Campbell to *Approve the Consent Calendar Items 4.1 through 4.4* was approved by the following vote:**

<b>AYES:</b>	<b>Campbell, Harmon, Parker, Patterson and Pisciotta</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**5. Discussion Items**

5.1 None

**6. Action Items – Discussion/Action**

**6.1 Board Standing Committee Appointments per Policy 2101**

- Finance and Planning
- Organization and Personnel
- Facilities and Equipment
- Interagency Advisory

Board President Patterson appointed the following Standing Committees:

- Finance and Planning – *Directors Campbell and Patterson*
- Organization and Personnel – *Directors Campbell and Parker*
- Facilities and Equipment – *Directors Patterson and Pisciotta*
- Interagency Advisory – *Directors Patterson and Pisciotta (Alternate)*

**6.2 Direct the Fire Chief Regarding Email Dated October 12, 2021 from Sister Jeanette DeYoung with the Dominican Sisters at Marywood concerning the Marywood Property**

Chief Whittle stated that he received a legal opinion regarding the request from the Dominican Sisters of Mission San Jose (DSM) to have the Marywood property returned to them since it is not being used as a fire station. Legal counsel has determined that the SVFPD is under no obligation to return the Marywood property to the DSM even though it is not being used as a fire station as indicated on the Deed. In addition, the SVFPD would not be able to simply return the property to the DSM as it would likely be an impermissible gift of public funds. Since 2005, the Marywood property has been leased for corral space for two horses and the tenant is maintaining the property per the agreement for land use. The recommendation is to send a letter to the DSM stating that the SVFPD is going to keep the Marywood property at this time.

The Board discussed the Marywood property and directed the Fire Chief to write a letter to the DSM stating that the SVFPD is going to keep the Marywood property at this time.

**6.3 Approve Policy 1704 Administrative Captain Job Description  
Approve Policy 505 Administrative Captain Duty Statement**

Item 6.3 was removed from the agenda.

**6.4 Approve revised language for Local 3577 MOU**

Chief Whittle stated that the CALGOVEBA completed an MOU review for all participating agencies and contacted Union President Sundermier regarding necessary edits based on legal review. The edits have been included in the board packet, which are minor changes to the wording for participation in the CALGOVEBA plan. Union President Sundermier has brought forward the changes and requested the edits made in the current MOU.

**On motion of Director Parker seconded by Director Pisciotta to *Approve Language shown here for IAFF Local 3577 Regarding the VEBA* was approved by the following vote:**

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

- 6.5 Approve Resolution 2022-1: 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

Administrative Captain Vandervoort reported that all 27 of the required occupancies annual State Mandated Inspections have been completed. A list of the mandated inspections, status and number of violations has been included in the board packet and all have passed but the Scotts Valley School District. I am happy to report that the Scotts Valley School District has fixed the major violations with the sprinkler system but still has minor outstanding violations, mainly with extension cords, that we are working to resolve.

**On motion of Director Campbell seconded by Director Parker to *Approve Resolution 2022-1* was approved by the following vote:**

**AYES:** Campbell, Harmon, Parker, Patterson and Pisciotta  
**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

President Patterson reported that the Facilities and Equipment Committee met and discussed station improvements for seismic safety. Depending on cost and logistics, building a station on the La Madrona property could still be an option. President Patterson has contacted County Elections to inquire about the process for a bond measure.

Director Campbell stated that the Ad Hoc Committee will be meeting with LAFCO and the BFPD Committee on February 10, 2022 at 6:00 p.m. to discuss BFPD plans for the future.

7.2 Administrative Report – Chief Officers

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

- Battalion Chief McNeil posted a bid for a Tier 1 and 2 proposal to determine the cost for the seismic improvements. The proposals will be presented to the Board at the March Meeting and a Board Workshop scheduled in future.
- The Apparatus Committee will be meeting next week to start the process to replace E2510. Once the order is placed, it will be 500 days before we receive the engine. With the eight month delay to receive the engine, we may look at financing options.
- I met with Joe Serrano and Chief Sweeden to discuss BFPD options. At this point, LAFCO is looking at dissolving the BFPD unless they have a viable plan for the future. The next step in the discussion is the Ad Hoc Committee Meeting tomorrow night and Board member can attend but only the Ad Hoc Committee can participate in the meeting.
- The Central shop has been backed up with work orders so the crews have been working on the engines. Thank you to Battalion Chief McNeil, Engineer Nehf and B-Shift for replacing the starter on E2512. It is refreshing to see staff willing and capable of making some of the necessary repairs.
- Thank you to Firefighter Alex Morin how has been filling in. He received a full time job offer and his last day was Monday. We wish him the best.
- We currently have three employees out on leave so PCF Pisciotta will be filling in for the rest of February.

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- The FDAC Conference is April 5-8, 2022 in Napa and if you plan on attending, please return the completed form.
- The County emailed the annual Form 700 information so please complete the NetFile. President Patterson did not receive the County email so Admin Staff will follow up.

Battalion Chief LoFranco reported that we have 8 PCFs and 3 are currently in the academy. In the future, we may be looking at Monterey Peninsula College to pick up PCFs who have already completed a Firefighter 1 Academy. Next month we will have live burn training.

Battalion Chief Stubendorff stated that we are now using Emergency Reporting and there are many options to print Incident details so just let him know if there is anything specific the Board wants to see. Crews are currently testing the Lucas CPR machine. The AFG has been submitted for radios and station alerting system.

Battalion Chief McNeil reported that 70 fluorescent lights will be converted to LED and Firefighter Vandiver has stepped up to complete the conversion. The appliance service has been out several times to repair the dishwasher and after one more repair attempt, it will be replaced under warranty.

**8. Correspondence – Information**

8.1 Thank You Note Paul Smith

8.2 Donation from Harvey Bustichi

The Board received and filed the correspondence.

**9. Request for Future Agenda Items**


None

**10. Adjournment**

The meeting was adjourned at 7:03 p.m.

ATTEST

  
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Russ Patterson  
Board President

  
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Ron Whittle  
Board Secretary