

SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066

(831) 438-0211

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MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS SPECIAL MEETING OF October 19, 2022

1. Call to Order

The Special Board Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, October 19, 2022 at 7 Erba Lane, Scotts Valley, CA. President Patterson called the meeting to order at 6:00 p.m.

1.1 Roll Call

- | | |
|-------------------------|---|
| A. Directors Present: | Directors Campbell, Parker, Patterson and Pisciotta (<i>Via teleconference</i>) |
| B. Directors Absent: | Director Harmon |
| C. Fire District Staff: | None |

2. Action Items

2.1 Fire Chief Recruitment, Discussion Action

President Patterson reported that Battalion Chief McNeil notified him Sunday evening to decline the Fire Chief promotion as it was not financially feasible.

Chief Whittle stated that based on the Fire Chief Job Description Policy, the minimum requirement is five years of service as a Chief Officer and the other two Battalion Chief will only have two years in March 2023. Since there is no one eligible, the option would be to hire a recruitment firm or have the Board and staff facilitate the Fire Chief recruitment.

President Patterson stated that the recruitment process will not be completed by the time Chief Whittle retires in December so the Board would need to determine what to do until the new Fire Chief is appointed. Chief Whittle stated that the Board could appoint an Interim or Acting Fire Chief. The Board inquired if Chief Whittle would be the Interim Fire Chief and he gave a verbal agreement, which will be formalized on the December Board Meeting agenda.

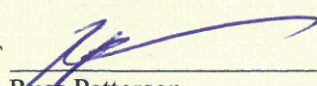
Union President Sundermier stated that he was in attendance with Union Treasurer Smiley to convey to the Board that the Union highly values promoting internal candidates. Based on past outside Fire Chief Recruitments, historical knowledge is lost and culture and moral suffers. The Union presented the following suggestions to make an internal Fire Chief promotion possible: increase the Fire Chief MOU for financial feasibility, reduce the minimum requirements, which has been done in the past or explore shared service options. The Union would support future consolidation discussions. A Captain with a bachelor's degree is interested in the Fire Chief position and would be willing to take any additional classes necessary.

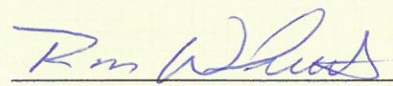
The Board discussed the Fire Chief recruitment and Chief Whittle will prepare a Request for Proposal for executive recruitment services. President Patterson directed the Organization and Personnel Committee to schedule a meeting to review the Fire Chief Job Description Policy. The Fire Chief Recruitment will be included on the November Board Meeting agenda.

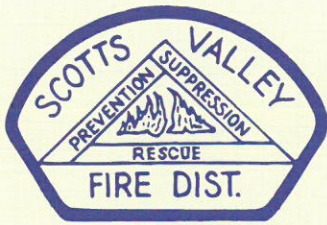
3. Adjournment

The meeting was adjourned at 6:28 p.m.

ATTEST


Russ Patterson
Board President


Ron Whittle
Board Secretary



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MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF October 12, 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, October 12, 2022 at the City of Scotts Valley Council Chambers. President Patterson called the meeting to order at 6:00 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 and Patterson |
| B. Directors Absent: | Director Pisciotta |
| C. Fire District Staff: | Chief Whittle, Battalion Chiefs LoFranco, McNeil and Stubendorff,
and Administrative Services Manager Walton |

2. Public Comment (GC §54954.3)

None

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

President Patterson added Correspondence Item 8.2: Chief Officers Cal VEBA Benefit Request Letter

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of September 14, 2022

4.2 Approve SVFPD Claims Disbursements for the Month of September 1, 2022 through September 30, 2022 in the Amount of:

<u>Payroll and Benefits:</u>	\$562,805.45
<u>General Fund:</u>	\$ 43,064.15
<u>Capital Outlay:</u>	\$ 81,043.55
<u>SCHMIT:</u>	\$ 76.12
<u>TOTAL:</u>	\$686,989.27

4.3 Review SVFPD CalPERS Safety Plans Annual Valuation Reports as of June 30, 2021 (Classic and PEPR)

4.4 Review SVFPD CalPERS Miscellaneous Plans Annual Valuation Reports as of June 30, 2021 (Classic and PEPR)

4.5 Review Total Compensation GASB 74/75

4.6 Review SVFPD CERBT and CEPPT Account Update Summary as of June 30, 2022

4.7 Approve Permit/Inspection Fee Waiver Request for Scotts Valley High School's Haunted House

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On motion of Director Campbell seconded by Director Parker to Approve Consent Calendar Items 4.1 thru 4.7 was approved by the following vote:

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

5. Discussion Items

5.1 Branciforte Annexation

Chief Whittle stated that he was part of the Branciforte Fire Protection District (BFPD) Community Meeting panel of presenters on October 1st, which included Joe Serrano with LAFCO, Consultant Don Jarvis, BFPD Chief Lackey and a BFPD Community Member. Battalion Chief McNeil and Directors Patterson and Pisciotta also attended the community meeting. Joe Serrano did an excellent job explaining the process from beginning to end and cleared up misinformation that was circulating. At the BFPD Board Meeting on October 20th, the Board will decide if they are going to approve the Benefit Assessment (Study) to determine the cost per parcel to fund staffing the BFPD station, which they have failed to approve several times. The BFPD Board has been hesitant to move forward with the Study because it will be a weighted vote and cost based on the level of benefit each parcel receives. For the BFPD parcel owners to be able to vote on the necessary funding to staff the BFPD station, the Board would need to approve the Study and once completed, then approve the mail in ballots.

President Patterson stated that the BFPD Board Meeting on October 20th at 6:00 p.m. will be available on Zoom.

6. Action Items – Discussion/Action

6.1 Accept and File Draft Structural Engineer Report

Chief Whittle stated that the Draft Seismic Evaluation (Report) has been completed with a cost of nearly 5 million dollars, which does not include any tenant improvements.

Director Campbell stated that he was not comfortable accepting a draft report and that he had a list of comments. The Board discussed the Report and will email Chief Whittle specific comments. Chief Whittle will schedule a Board Workshop in December for further discussion. No action was taken.

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 stated that the Finance Committee met and reviewed the CalPERS Documents approved on the Consent Calendar.

7.2 Administrative Report – Chief Officers

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

- E2512 (2012 Pierce) had the rear brakes replaced (shoes and drums) by an outside mechanic. E2510 (2005 Pierce) was sent to High Tech Fire Apparatus in Oakdale for pump packing replacement as well as the replacement of other worn internal pump parts.
- BC LoFranco spent 3 weeks at the Mosquito Fire on an assignment as a Safety Officer Trainee. BC LoFranco reported that he gained much experience and will be signed off as a Safety Officer as a result of his time on the incident.
- BC Stubendorff is looking into the possibility of starting a UAS (Unmanned Aircraft System / Drone) program for the SVFPD which is currently in the fact finding phase. Several logistical hurdles remain including licensing, FAA authorizations, formal policies, procedures, operations, and training. BC Stubendorff has reached out to several agencies across California that have UAS programs and has received a considerable amount of information.
- A-Shift station 1 attended an Electrical and Natural Gas Bus Training at the Santa Cruz Metro.

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- The new iGel airways have been placed in service on the engines replacing the King Tube. The iGel is a BLS airway that is more protective than an OPA and less invasive than the King Tube. Crews attended an in person county wide EMSIA training on application and use.
- Captain Cortes facilitated PCF interviews. 5 candidates were selected to progress to the background process. As of today, there are 3 candidates.
- DFM Collins completed 29 construction inspections and 11 misc. inspections including defensible space and complaints. DFM Collins met with the SVHS haunted house coordinators to ensure fire code safety for this year's event. DFM Collins met with all three shifts for pre-plan tours of the Performing Arts Theater/Library assembly occupancies.
- DFM Collins Finalized the Fire Code Ordinance with the FPOs and is preparing to submit to the County Board of Supervisors for approval.
- Beginning October 1, 2022 the SVFPD will begin invoicing and collecting all SV City plan review fees.
- An email was sent to the City of Scotts Valley regarding access and traffic concerns at the new Target shopping center which could impact emergency response.
- I met with BFPD Director Landon to discuss the SVFPD position in the annexation process and to address some of the misinformation that has recently been discussed in the media. Tomorrow I will be meeting with another BFPD Board Director.
- Santa Cruz County LAFCO has contracted with consulting firm AP Triton to conduct a Santa Cruz County Fire Service Study. The county Chiefs met with AP Triton VP of Operations Kurt Latipow to discuss our level of participation. The study is focused on potential annexations in South County.
- The Scotts Valley State of the City Event will be at the Performing Arts/Library Assembly will be October 28, 2022 at 4:00 p.m.
- The Santa Cruz County Fire Chiefs received a Fire Based Transport presentation from AP Triton. The Fire Chiefs are discussing bidding on Fire Based Transport when the current County contract ends in 30 months.
- The SVFPD received correspondence regarding the Scotts Valley Water District La Madrona Intertie project, which will be included in the November Board Packet.

8. Correspondence – Information

8.1 Thank You Letters – Baymonte, City of Yreka, Mr. Hill & 1440 Multiversity

8.2 Chief Officers Cal VEBA Benefit Request Letter

President Patterson stated that the Negotiations Committee will meet with the Chief Officers to discuss the Cal VEBA Benefit Request Letter. The Board received and filed the correspondence.

9. Request for Future Agenda Items

None

10. Closed Session: Government Code §54957.7

10.1 Fire Chief Recruitment: Government Code §54957

At 6:40 p.m., President Patterson announced that the Board would be going into Closed Session for the purposes listed in Item 10.1.

11. Open Session – Discussion/Action

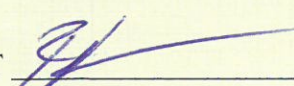
11.1 Report on Closed Session: Government Code §54957.1

At 7:06 p.m., the Board reconvened to Open Session. President Patterson reported that the Board Discussed the Fire Chief Recruitment. No action was taken.

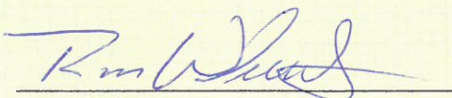
12. Adjournment

The meeting was adjourned at 7:07 p.m.

ATTEST



Russ Patterson
Board President



Ron Whittle
Board Secretary