

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 December 14, 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, December 14, 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 Special Set Matter: Certificate of Election and Oath of Office for Newly Elected Directors Kris Hurst and Adam Cosner to Four-Year Terms

Chief Whittle administered the Oath of Office to Directors Hurst and Cosner to a four-year term.

1.3 Roll Call

A. Directors Present:	Directors Cosner, Hurst, Parker, Patterson and Pisciotta
B. Directors Absent:	None
C. Fire District Staff:	Chief Whittle, Battalion Chiefs LoFranco, McNeil and Stubendorff, Deputy Fire Marshal Collins and Administrative Services Manager Walton

2. Public Comment (GC §54954.3)

None

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

None

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of November 9, 2022

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

<u>Payroll and Benefits:</u>	\$678,449.98
<u>General Fund:</u>	\$ 54,491.12
<u>Capital Outlay:</u>	\$ 0.00
<u>SCHMIT:</u>	\$ 207.48
<u>TOTAL:</u>	\$733,148.58

4.3 Adopt Regular Board Meeting Dates for 2023

4.4 Approved Revised Policy 2100: Policy For Conducting Board Meetings

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

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting December 14, 2022

AYES: Cosner, Hurst, Parker, Patterson and Pisciotta
NOES: None
ABSENT: None
ABSTAIN: None

5. Discussion Items
None

6. Action Items – Discussion/Action

6.1 Fire Chief Recruitment – Request for Proposals from Executive Recruitment Firms

Chief Whittle stated that at the Board Meeting on November 9, 2022, the Board directed staff to publish a Request for Proposal for Executive Firm Fire Chief Recruitment Services. Four proposals were received and have been included in the Board Packet with a staff report listing a summary for each proposal including cost. Chief Whittle stated that a Fire Chief Recruitment Ad Hoc Committee should be established to work with the Firm.

President Patterson stated that all the proposals looked good but since this is such a big decision, the Ad Hoc Committee should review the proposals and make a recommendation at the January Board Meeting. President Patterson appointed Directors Cosner and Parker to the Fire Chief Recruitment Ad Hoc Committee.

6.2 Adopt Resolution 2022-9 Adoption of 2022 Fire Code for the County of Santa Cruz

Chief Whittle stated that in an effort to align the code requirements and provide consistency within all Santa Cruz County fire agencies, the County Fire Prevention Offices proposed adopting one Ordinance, The Fire Code of Santa Cruz County, which has been approved by the Board of Supervisors. Due to a glitch with the City of Scotts Valley, they cannot adopt a County Fire Code and will require a separate Ordinance adopted by the SVFPD. The SVFPD Ordinance will be the same as the Santa Cruz County Ordinance for the Fire Code with Amendments.

On motion of Director Cosner seconded by Director Pisciotta to *Approve Adoption of the Fire Code* was approved by the following vote:

AYES: Cosner, Hurst Parker, Patterson and Pisciotta
NOES: None
ABSENT: None
ABSTAIN: None

6.3 Adopt Resolution 2022-11 Notice of Intent to Adopt the 2022 California Fire Code

Chief Whittle explained that for the Santa Cruz County Fire Code, the adoption process was completed by the County. For the Fire Code for the City of Scotts Valley, the adoption process will be completed by the SVFPD. The process starts with adopting Resolution 2022-11: Notice of Intent to Adopt the 2022 California Fire Code with amendments and set a public hearing for January 11, 2023 at 6:00 p.m.

On motion of Director Parker seconded by Director Cosner to *Adopt Resolution 2022-11: Notice of Intent to Adopt the 2022 California Fire Code and Set a Public Hearing for January 11, 2023* was approved by the following vote:

AYES: Cosner, Hurst Parker, Patterson and Pisciotta
NOES: None
ABSENT: None
ABSTAIN: None

6.4 Adopt Resolution 2022-12 Resolution Finding Modification of State Housing Law

DFM Collins stated that Modification of State Housing Law is required as part of the Fire Code adoption process.

On motion of Director Pisciotta seconded by Director Hurst to *Adopt Resolution 2022-12: Modification of State Housing Law* was approved by the following vote:

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting December 14, 2022

AYES: Cosner, Hurst Parker, Patterson and Pisciotta
NOES: None
ABSENT: None
ABSTAIN: None

6.5 Adopt Resolution 2022-13 Notice of Intent to Adopt a Negative Declaration

DFM Collins stated the Environmental Impact Document will be presented at the January 11, 2023 Board Meeting. The Santa Cruz County Fire Code will take effect January 5, 2023. The Scotts Valley City Fire Code will not take effect until February 10, 2023 so there will be about a month gap and we are working on how to proceed during that time.

On motion of Director Hurst seconded by Director Cosner to Adopt Resolution 2022-13: Notice of Intent to Adopt a Negative Declaration was approved by the following vote:

AYES: Cosner, Hurst Parker, Patterson and Pisciotta
NOES: None
ABSENT: None
ABSTAIN: None

6.6 Adopt Resolution 2022-10 Certifying 180-Day Waiting Period Exemption and Approving Interim Fire Chief Employment Agreement

Chief Whittle stated that a staff report to change his retirement date to December 24, 2022, updated Resolution 2022-10 and the Interim Fire Chief Employee Agreement reflecting the date change, were presented to the Board and Public at the meeting. Chief Whittle explained that due to CalPERS reporting, the County was not able to report contributions and retired annuitant hours in the same payroll. Changing the retirement date to align with the end of payroll, resolved this issue. SVFPD Legal Counsel has reviewed and approved.

On motion of Director Cosner seconded by Director Parker to Adopt Resolution 2022-10: Certifying 180-Day Waiting Period Exemption and Approving Interim Fire Chief Employment Agreement was approved by the following vote:

AYES: Cosner, Hurst 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 he and Director Pisciotta met with Chief Whittle and Bond Counsel regarding finance options to build the La Madrona Station, which will be discussed at the Board Workshop on January 5, 2023. Moving forward, the Board established a Station Ad Hoc Committee and President Patterson appointed himself and Director Pisciotta.

President Patterson asked to have an ongoing Discussion Item for Branciforte Fire (BFPD) added to the Regular Board Meeting Agenda. At the last BFPD Ad Hoc Committee Meeting with Director Campbell, there were some concerning issues discussed, which we hope to have resolved by July. The next meeting will be scheduled in January.

Chief Whittle stated that two BFPD Board Members resigned and later tried to rescind their resignation but Elections said that was not allowable. The BFPD has one new Board Member and is in the process of appoint two new Board Members to fill the vacant spots.

SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting December 14, 2022

7.2 Administrative Report – Chief Officers

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

- Admin Services Manager Walton and Admin Accounting Specialist Jackson attended the quarterly Santa Cruz County Teams meeting to review calendar year end deadlines.
- *Fail Safe* has completed the annual ladder testing for all department ladders.
- The carpet in the dayroom and captains' office at SCO1 has been removed and will be replaced with similar laminate tile.
- The roof leak at SCO1 is believed to be coming from the deteriorating siding on the hose tower. Crews have scraped and caulked the north side of the tower and will wait for the next rain to make that determination.
- Crews finished with upgrading station one apparatus bay overhead lights to LED.
- Engineer Smiley completed The Bay Area's Security Initiative's Training and Exercises Program HAZMAT Series. This course was provided at no cost.
- Engineer Green completed the SVFD Acting Captains and NWCG Engine Boss task books.
- Deputy Fire Marshal Collins completed all initial state mandated inspections for the year.
- In order to eliminate the storage of hardcopy files and plans, DFM Collins is working on the process of converting blueprints to PDFs.
- I met with the new Board Members and will schedule station tours.
- We are working on the 2023/2024 Preliminary Budget, which will go to the Board for approval in April.
- The FDAC conference will be March 14-17, 2023 so if you would like to attend, please let me know.
- We are working on the 5-Year ISO survey.
- The Board Workshop is scheduled for January 5, 2023 and I will work with the Station Ad Hoc Committee to finalize the agenda.

8. Correspondence – Information

8.1 Thank You Letter Scotts Valley High School Haunted House

The Board received and filed the correspondence.

9. Request for Future Agenda Items

None

10. Election of Board Officers for Calendar Year 2023, Discussion/Action

10.1 President

President Patterson stated that based on past practice, the current Vice President would be the next Board President and he would nominate Director Pisciotta.

On motion of Director Patterson seconded by Director Parker to *Elect Director Pisciotta for Board President* was approved by the following vote:

YES:	Cosner, Hurst, Parker, Patterson and Pisciotta
NOES:	None
ABSENT:	None
ABSTAIN:	None

10.2 Vice-President

President Patterson nominated Director Parker for Vice President.

On motion of Director Patterson seconded by Director Pisciotta to *Elect Director Parker for Board Vice President* was approved by the following vote:

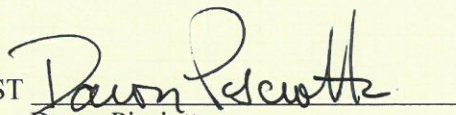
SCOTTS VALLEY FIRE PROTECTION DISTRICT
Regular Board Meeting December 14, 2022


YES:	Cosner, Hurst, Parker, Patterson and Pisciotta
NOES:	None
ABSENT:	None
ABSTAIN:	None

11. Adjournment

The meeting was adjourned at 6:43 p.m.

ATTEST


Daron Pisciotta
Board President


Ron Whittle
Board Secretary