



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

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## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF June 14, 2023

### 1. Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, June 14, 2023 at the City of Scotts Valley Council Chambers. President Pisciotta called the meeting to order at 6:00 p.m.

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

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

#### 1.2 Roll Call

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

### 2. Public Comment (GC §54954.3)

None

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

President Pisciotta moved Item 6.1: Appoint Fire Chief Mark Correia as the District's Designated Representative for the Santa Cruz County Fire Agencies Insurance Group and the Emergency Medical Services Integration Authority – Effective 6/24/2023 to Item 10.3.

### 4. Consent Calendar

#### 4.1 Minutes: Approve Regular Board Meeting Minutes of May 10, 2023

#### 4.2 Approve SVFPD Claims Disbursements for the Month of May 1, 2023 through May 31, 2023 in the Amount of:

<u>Payroll and Benefits:</u>	\$678,598.88
<u>General Fund:</u>	\$ 54,273.28
<u>Capital Outlay:</u>	\$ 1,120.69
<u>SCHMIT:</u>	\$126,302.22
<u>TOTAL:</u>	\$860,295.07

#### 4.3 Authorize Payment to CalPERS in the amount of \$988,365 for the Safety Plan's Unfunded Liability Annual Lump Sum Prepayment Option to be Paid After July 1, 2023, for the 2023/2024 Fiscal Year

#### 4.4 Approve Surplus Equipment List

On motion of Director Parker seconded by Director Cosner to *Approve the Consent Calendar Items 4.1, 4.2, 4.3 and 4.4* was approved by the following vote:

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

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**5. Discussion Items**

**5.1 Branciforte Annexation Update – Ad Hoc Committee**

Chief Whittle stated that the Joint Ad Hoc Committee met last month to finalize the District Plan for Services for the Branciforte Fire Protection District Reorganization, which is an Action Item for approval later in the meeting. The Branciforte Fire Protection District Board will approve the District Plan for Services at their Regular Meeting tomorrow and final approval by LAFCO in August.

**5.2 Fire Station Bond Measure Update**

Chief Whittle reported that Bond Counsel is working on the draft Resolution to Call for a Special Election. The Resolution must be submitted to the County by August 10, 2023 and will be presented to the Board at the July Meeting for approval. The Station Ad Hoc Committee has been working with RRM Design Group to determine the cost to build the La Madrona Station and Administrative Office, which is approximately 21 million dollars. The Ad Hoc Station Committee will meet to finalize the cost and Chief Whittle will work with Chief Correia for a smooth transition.

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

**6.1 Appoint Fire Chief Mark Correia as the District's Designated Representative for the Santa Cruz County Fire Agencies Insurance Group and the Emergency Medical Services Integration Authority – Effective 6/24/2023**

Item 6.1 was moved to Item 10.3.

**6.2 Approve New Policy 808 Outside Employment**

Chief Whittle stated that Director Parker requested an Outside Employment Policy. Chief Whittle reported that he worked with the Union and they have approved the Policy.

Director Parker inquired if the Outside Employment Form would need to be completed on an annual basis. Chief Whittle stated that the Form needed to be submitted once for each employment and only resubmitted if there was a change or for new employment.

On motion of Director Cosner seconded by Director Parker to *Approve Policy 808 Outside Employment* was approved by the following vote:

<b>AYES:</b>	<b>Cosner, Hurst, Parker, Patterson and Pisciotta</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**6.3 Accept and File District Plan for Services for Branciforte Fire Reorganization**

Chief Whittle reported that LAFCO and the Joint Ad Hoc Committee have been working on the District Plan for Services for the Branciforte Fire Reorganization (Service Plan). Chief Whittle discussed Exhibit E: Tentative Reorganization Timeline, which should be completed by November and Exhibit F: Branciforte Advisory Commission, which has been added so that the interests of the Branciforte Community can be reported to the SVFPD Board. The Branciforte Fire Protection District (BFPD) Board will approve the Service Plan tomorrow night.

LAFCO Executive Officer Mr. Joe Serrano addressed the Board and Public regarding the Branciforte Reorganization, which has been ongoing for the past two years. Mr. Serrano explained that California State Law does not require a Service Plan so the Joint Ad Hoc Committee has gone beyond what is required, which shows the hard work and good governance for the Branciforte Fire Reorganization. The Benefit Assessment results should be completed by July but regardless of the outcome, the SVFPD can provide service to the BFPD. LAFCO will hold a public hearing in August and anticipates filing the Certificate of Completion in November 2023.

Ms. Becky Steinbruner addressed the SVFPD Board and explained that although she is not a resident of the BFPD, she has friends who live in the community. Ms. Steinbruner stated that the Service Plan does not address District Based Board representation and encouraged the Board to consider election changes. Ms. Steinbruner stated that the Exhibit H Map color scheme is hard to read.

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**On motion of Director Patterson seconded by Director Cosner to Accept and File District Plan for Services for Branciforte Fire Reorganization was approved by the following vote:**

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

**6.4 Accept and File SVFPD ISO Public Protection Classification Effective 9/2023**

Chief explained that every five years, Insurance Services Office (ISO) collects Fire Agencies data to assign a Public Protection Classification (PPC) for fire protection. A PPC 1 generally represents superior property fire protection and the SVFPD has been assigned a PPC 2 for all properties within five miles of the station and PPC 10 for properties outside five miles from the station, which did not change from the last rating. For the BFPD, 92% of the properties are within five miles of the SVFPD station and will have their current PPC 5 rating reduced to a 2 when the SVFPD annexation is completed.

**On motion of Director Cosner seconded by Director Hurst to Accept and File SVFPD Public Protection Classification Effective September 2023 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**

Chief Whittle stated that there have been ongoing discussions with the Scotts Valley Water District regarding a portion of the La Madrona property they need for a grant funded intertie pump station project to connect Scotts Valley and Santa Cruz water for emergency use. The project includes five new hydrants on La Madrona Drive from the Hilton to Sims Road. So that there are no issues with the new Fire Station and Administration Building, future discussion will be necessary regarding the location of the intertie pump station, easement and cost.

**7.2 Administrative Report – Chief Officers**

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

- Chief Whittle met with the Scotts Valley School District and Scotts Valley Police Department to discuss a Knox Box system for Police.
- Staff is working with LCW to review an agreement for County payroll and claim services and once it is completed, it will go to the Board for approval.
- Chief Whittle met with Tom O'Rourke to review vehicle and property insurance, which will be status quo.
- An Industrial Disability Retirement (IDR) is pending for an employee who retired in November 2022, which must be completed by July 15, 2023.
- Engineer Laine has been working on programming the new radios we received from San Jose Fire, which has improved the clarity 100%.
- Thank you to LAFCO Executive Officer Mr. Joe Serrano for all the hard work to completed the BFPD annexation.

President Pisciotta thanked Chief Ron Whittle and presented him with a plaque for 40 years of service to the SVFPD. Chief Whittle retired in December 2022 but stayed on as the Interim Fire Chief and has done an outstanding job.

**8. Correspondence**

**8.1 Thank You Note**

The Board received and filed the correspondence.

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**9. Closed Session: Government Code §54957**

- 9.1 Public Employee Appointment/Public Employment (Government Code §54957)  
Title: Fire Chief

At 6:46 p.m., President Pisciotta announced that the Board would be going into Closed Session for the purposes listed in Item 9.1.

**10. Open Session – Discussion/Action**

- 10.1 Report on Closed Session: Government Code §54957.1

At 7:01 p.m., the Board reconvened to Open Session. President Pisciotta reported that for Item 9.1, the Board discussed Fire Chief Employment Agreement. No action was taken.

- 10.2 Approve Fire Chief Employment Agreement

**On motion of Director Hurst seconded by Director Parker to *Approve the Fire Chief Employment Contract* was approved by the following vote:**

<b>AYES:</b>	<b>Cosner, Hurst, Parker, Patterson and Pisciotta</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

- 10.3 Appoint Fire Chief Mark Correia as the District's Designated Representative for the Santa Cruz County Fire Agencies Insurance Group and the Emergency Medical Services Integration Authority – Effective 6/24/2023

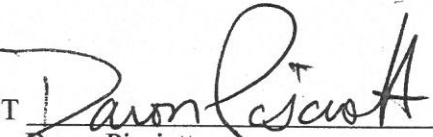
**On motion of Director Cosner seconded by Director Parker to *Appoint Fire Chief Mark Correia as the District's Designated Representative for the Santa Cruz County Fire Agencies Insurance Group and the Emergency Medical Services Integration Authority* was approved by the following vote:**

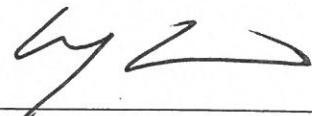
<b>AYES:</b>	<b>Cosner, Hurst, Parker, Patterson and Pisciotta</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

- 11. Request for Future Agenda Items**  
None

- 12. Adjournment**  
The meeting was adjourned at 7:06 p.m.

ATTEST

  
Daron Pisciotta  
Board President

  
Mark Correia  
Board Secretary