



SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF January 8, 2025

1. Opening Business

1.1 Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, January 8, 2025 at the City of Scotts Valley Council Chambers. President Cosner called the meeting to order at 6:00 p.m.

1.2 Pledge of Allegiance and Moment of Silence

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

1.3 Roll Call

Director(s) Present:	President Adam Cosner (AC) Vice President Kris Hurst (KH) Director Daron Pisciotta (DP) Director Mike Weave (MW) Director Ron Whittle (RW)
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chiefs McNeil and Stubendorff Administrative Services Manager Rodriguez

2. Public Comment (GC §54954.3)

- No public comment.

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

- The board removed Consent *Item 4.5- Revised Pay Schedule* and added the item to Action Discussion section as *Item 11.3*

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of December 11, 2024

4.2 Minutes: Approve Special Board Meeting Minutes of December 11, 2024



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- 4.3 Approve SVFPD Claims Disbursements for the Month of December 1, 2024 through December 31, 2024 in the Amount of:

Payroll and Benefits:	\$ 540,265.71
General Fund:	\$ 55,842.44
Capital Outlay:	\$ 55,622.36
SCHMIT:	\$ <u>1,596.17</u>
TOTAL:	\$ 653,326.68

- 4.4 Approve Revised Policy 2100: Policy For Conducting Board Meetings (New 2025 laws)

- 4.6 Approve Revised Marywood Lease Agreement

Board Comment/Questions: None

Public Comment: None

Motion to approve Consent Calendar Items 4.1-4.6 (with the removal of Item 4.5) as presented was made by Director Hurst, seconded by Director Whittle, and approved unanimously by voice vote, with 5 ayes.

5. Discussion Items

- 5.1 Reorganization La Madrona Fire Station Planning / Safety Measures to Address Seismic Concerns for Firefighters at Fire Station One, located at Erba Lane

Chief Correira shared that the options for addressing the District's facility needs based around safety measures were developed collaboratively with administrative staff and all three shifts to ensure alignment with organizational priorities.

For La Madrona, Chief Correira emphasized the importance of deciding whether to retain the site as a potential fire station and administrative office. Previous funding measures in 2005, 2023, and 2024 were unsuccessful, raising questions about the viability of this option. Staff recommended that this decision be prioritized, as it will significantly impact long-term planning.

For the Erba Lane Fire Station, Chief Correira outlined short-term solutions to address immediate safety concerns, focusing on both administrative and emergency response functions. The options include temporary improvements to living spaces and dorm configurations, with an emphasis on minimizing costs while ensuring firefighter safety.

Board members engaged with questions, and staff clarified various aspects of the options presented.

The Board was encouraged to evaluate these options and consider a workshop or ad hoc committee to explore financial strategies to advance the District's facility goals.



5.2 Fire Chiefs Work Plan (Review)

Chief Correira presented his updated work plan which included highlighting ongoing policy updates, strategic planning sessions to begin in March, and district-based voting evaluation being looked into. He also noted progress on financial planning and MOU negotiations. The Board did not suggest any changes.

6. **Action Items- Discussion/Action**

6.1 Approve Resolution 2025-1: 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

Chief Correira shared that the annual report, required by law, provides an update on progress made with state-mandated building inspections. He acknowledged that Deputy Fire Marshal Collins has completed all required inspections, and has also met a personal goal set two years ago to inspect every commercial building in the community within a two-year window. This goal has been successfully completed, and all buildings under her purview have been inspected. He commended her for the excellent work.

Board Comment/Questions: None

Public Comment: None

Motion to approve Action Items 6.1 as presented was made by Director Pisciotta, seconded by Director Weaver, and approved unanimously by voice vote, with 5 ayes.

6.2 Board Standing Committee Appointments per Policy 2101

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

Board Comment/Questions:

The Board discussed various committee appointments, with President Cosner making the following selections: Directors Whittle and Hurst were appointed to the Finance and Planning Committee; Directors Weaver and Cosner were selected for the Organization and Personnel Committee; Directors Pisciotta and Weaver were assigned to the Facilities and Equipment Committee; and the Interagency Advisory Committee, typically led by the Board President, was also addressed with Director Hurst as the alternate. Directors Whittle and Cosner will serve on the Negotiations Committee.

Public Comment: None



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Motion to approve Board Standing Committee Appointments per Policy 2101 was made by Director Hurst, seconded by Director Pisciotta, and approved unanimously by voice vote, with 5 ayes.

6.3 Reorganization Study / Shared Services

At the last board meeting, Director Whittle expressed interest in creating an ad hoc committee to continue discussions regarding the reorganization/feasibility study and shared services with Central Fire. He kicked off the conversation by suggesting that the Board begin exploring potential areas for collaboration rather than waiting for a two-year study to conclude.

The Board discussed other possible shared services beyond fire marshal duties, where both districts could work together.

President Cosner appointed Directors Whittle and Pisciotta to lead the Reorganization Study/Shared Services Ad Hoc committee as part of this ongoing effort.

Public Comment: None

6.4 Revised Public Pay Schedule

Chief Correira introduced the need to update the salary schedule to reflect the minimum wage increase and to include the Fire Marshal position for CalPERS compliance, following the previously approved side letter for the Deputy Fire Marshal's temporary role at Central Fire. Administrative Services Manager Rodriguez outlined the necessary revisions to the salary schedule and side letter that are needed to ensure reporting compliance.

Board Comment/Questions: None

Public Comment: None

Motion to approve the Revised Public Pay Schedule as presented was made by Director Weaver, seconded by Director Whittle, and approved unanimously by voice vote, with 5 ayes.

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

7.1 Board of Directors Report – Directors

The Board of Directors had no updates to report.

7.2 Administrative Report – Chief Officers

Battalion Chief LoFranco provided the following updates:

Training and Certifications: Completed ACLS, PALS, and CPR training for all paramedics.



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Personnel Development: Engineers Neff and Post have completed their acting captain task books. This strengthens leadership depth and supports succession planning within the department.

Strike Team Deployment: A strike team was deployed to Southern California with Watsonville, Central, and Santa Cruz Fire.

Academy & Instructor Shortage: Fire Academy coordination is led by Acting Captain Brian Green, working with Central Fire counterparts. Countywide instructor shortages are impacting state-certified training courses. Departments may need to fund external instructors to meet training requirements. Scotts Valley personnel are recognized for their instructional expertise, leading to increased requests for assistance from other agencies.

Battalion Chief Stubendorff provided the following update:

Call Stats & Response Times: Nearly 2,500 calls in 2024, continuing a 5% annual increase. Average response time remains under 5 minutes in core areas, slightly longer for Branciforte. The QRV helps mitigate delays.

BLS Ambulance Discussion: Met with county officials regarding BLS ambulance use. Decision was made to limit BLS use, as 40% of low-acuity calls still require paramedic care. A 30- and 90-day review is planned.

Station Alerting System: Evaluating options for BRYX 911 station alerting, however, we are holding off pending station decisions. Meeting scheduled with the installer to explore solutions, with Station 2 as a possible alternative.

Chief Correira provided the following update:

Strategic Planning: Initial meetings scheduled for March 4–7.

Reorganization RFP: Responded to Lisa Murphy with an edited RFP draft. A staff-level meeting is planned for later this month to refine it. The goal is to complete the report in six months and shorten the overall process from two years to about 12–18 months.

Committee Meetings: With newly appointed committees, meetings need to be scheduled for ongoing items related to each committee.

Finance & Debt Management: Spoke with Bob Mims, a CPA to discuss options on strategic debt management and financing, including UAL and capital equipment.

Facilities & Apparatus: Discussions are underway about acquiring a new Type 1 engine (four-year build window) and potential acquisition of Felton’s rescue unit, formerly from Boulder Creek.

Labor Negotiations Support: Staff is preparing salary studies and related materials to support the Ad Hoc Negotiations Committee.

8. Correspondence

8.1 Scotts Valley Firefighters Local 3577- Request to Open Negotiations

8.2 Confidential Employees Group- Request to Open Negotiations

The Board received and filed the correspondence.



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9. Request for Future Agenda Items

There were no requests for future agenda items.

10. Closed Session: Government Code §54957

10.1 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(1): 1 case

10.2 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(2): 1 case based regarding Agreement for Bond Counsel Services between the Scotts Valley Fire Protection District and the Weist Law Firm.

10.3 Labor Negotiations: Government Code §65957.6

Conference with Labor Negotiators, Directors Cosner and Hurst
Employee Organization: Local 3577, International Association of Firefighters

At 7:18 p.m., President Cosner announced the Board would be going into Closed Session for the purpose to discuss items listed in 10.1-10.3.

11. Open Session: Government Code §54957.1

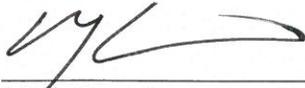
11.1 Report on closed session

At 8:06 p.m., the Board reconvened to Open Session and President Cosner reported on Items 10.1-10.3. Information was received, and direction was given. No action taken.

12. Adjournment

The meeting was adjourned at 8:07 p.m.

Attest 
Adam Cosner
Board President


Mark Correia
Board Secretary