



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF July 9, 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, July 9, 2025 at the City of Scotts Valley Council Chambers. President Cosner called the meeting to order at 5:59 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 Mike Weave (MW) Director Ron Whittle (RW)
Director(s) Virtual at Alternate Location:	N/A
Director(s) Absent:	Director Daron Pisciotta (DP)
Fire District Staff:	Chief Correira Battalion Chief McNeil and Stubendorff Administrative Services Manager Rodriguez

2. Public Comment (GC §54954.3)

No public comment(s) made.

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

No agenda amendments made.

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of June 11, 2025

4.2 Approve SVFPD Claims Disbursements for the Month of June 1, 2025 through June 30, 2025 in the Amount of:



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Payroll and Benefits:	\$ 701,632.10
General Fund:	\$ 97,625.99
Capital Outlay:	\$ 3,950.00
SCHMIT:	\$ -1,151.96
TOTAL:	\$ 802,056.13

- 4.3 Authorize Payment to Santa Cruz County Fire Agencies Insurance Group in the Amount of \$498,991 for Workers Compensation Insurance for the 2025/2026 Fiscal Year
- 4.4 Authorize Payment to CalPERS in the amount of \$1,366,993 for the Safety Plan's Unfunded Liability Annual Lump Sum Prepayment Option for the 2025-26 Fiscal Year
- 4.5 Authorize Payment to McNeil and Company in the amount of \$71,804 for District Commercial Package and Umbrella Coverage, and Commercial Inland Marine Insurance.
- 4.6 Approve Payment to Santa Cruz County Clerk/Election's Office Department invoice of \$53,405.02 for November 5, 2024 Election Expenses.
- 4.7 Adopt Revised Policy 300 – Mission, Vision and Values

Board Comment/Questions: None

Public Comment: None

Motion to approve Consent Calendar Items 4.1-4.7 was made by Director Whittle, seconded by Director Weaver, and approved unanimously by voice vote, with 4 ayes.

5. Discussion Items

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

Battalion Chief McNeil reported that five proposals were received for seismic retrofit design services for Station 1's living quarters. Proposal costs ranged from \$40,000 to \$300,000. The Facilities Committee, BC McNeil, and Chief Correira will review the proposals and recommend a firm. A separate RFP for construction services will follow.

Board members asked questions regarding project scope and ADA requirements. BC McNeil confirmed the retrofit will maintain the existing floor plan. While, Chief Correira explained that it is likely 20% of the project value will need to address ADA compliance.

No action was taken.



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5.2 Shared Services Update

Chief Correira reported that with the Fire Marshal agreement executed, the District will continue exploring additional shared service opportunities with Central Fire, specifically around developing a joint training program. Central Fire's staff expressed strong interest, and further discussions will take place in the coming weeks.

The focus would include ongoing scheduled and block training, with potential cost-sharing for outside instructors. Consolidation of PCF (Paid Call Firefighter) training programs is also under consideration, allowing for cross-agency staffing flexibility.

Board members asked about comparisons between the District's and Central's PCF programs, and Chief Correira confirmed they are similar, with potential for joint training and resource sharing.

The recent PCF Academy graduation was highlighted as a successful joint effort between the agencies, with 4 participants from Scotts Valley and 12–14 from Central. Director Weaver commended the program's value in fostering interagency collaboration and recognized staff efforts, including BC LoFranco, Engineer Brian Green, and Chief Correira's role as keynote speaker.

No action was taken.

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

6.1 Labor Negotiations: Government Code §65957.6

Conference with Labor Negotiators, Directors Cosner and Whittle

Employee Organizations: Confidential Employees Group and Scotts Valley Chief Officers

At 6:09 p.m. Board President Cosner announced the Board Closed Session for the purpose listed in Item 6.1.

7. **Open Session: Government Code §54957.1**

7.1 Report on closed session item 6.1

At 6:26 p.m. the Board reconvened to Open Session and President Cosner reported on Item 6.1.

- *Information was received, and direction was given. No Action taken.*

8. **Action Items- Discussion/Action**



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8.1 Approve Memorandum of Understanding with the Confidential Employees Group for July 1, 2025 through June 30, 2028

Note: Supporting documents for this item were provided at the meeting and not included in the original agenda packet. Copies were made available to the Board and the public at the time of the meeting.

Board Comment/Questions: None

Public Comment: None

Motion to Approve Memorandum of Understanding with the Confidential Employees Group for July 1, 2025 through June 30, 2028 as presented was made by Director Whittle, seconded by Director Hurst, and approved unanimously by voice vote, with 4 ayes.

8.2 Approve Memorandum of Understanding with the Scotts Valley Chief Officers for July 1, 2025 through June 30, 2028

Note: Supporting documents for this item were provided at the meeting and not included in the original agenda packet. Copies were made available to the Board and the public at the time of the meeting.

Board Comment/Questions: None

Public Comment: None

Motion to Approve Memorandum of Understanding with the Scotts Valley Chief Officers for July 1, 2025 through June 30, 2028 as presented was made by Director Weaver, seconded by Director Whittle, and approved unanimously by voice vote, with 4 ayes.

8.3 Approve Revised Salary Schedule

Note: Supporting documents for this item were provided at the meeting and not included in the original agenda packet. Copies were made available to the Board and the public at the time of the meeting.

Board Comment/Questions: None

Public Comment: None

Motion to Approve Revised Salary Schedule as presented was made by Director Hurst, seconded by Director Weaver, and approved unanimously by voice vote, with 4 ayes.



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8.4 Approve Reclassification of Deputy Fire Marshal to Fire Marshal

Board Comment/Questions:

Director Hurst requested the organizational chart be updated to reflect the change.

Director Whittle asked for clarification on effective date of reclassification. Chief Correira confirmed the reclassification was effective retroactively to June 21, 2025, the pay period inclusive of July 1st.

Public Comment: None

Motion to Approve Reclassification of Deputy Fire Marshal to Fire Marshal was made by Director Weaver, seconded by Director Hurst, and approved unanimously by voice vote, with 4 ayes.

8.5 Adopt Resolution 2025-09: The Board of Directors of the Scotts Valley Fire Protection District Electing to Provide Workers' Compensation Coverage to Unpaid Volunteer Firefighter Trainees

Chief Correira explained that the resolution is required by the District's new workers' compensation provider, GSRMA, to ensure coverage for volunteer firefighter trainees who are unpaid during training.

In response to a Board Director's question, Chief Correira confirmed the resolution will remain in effect as long as the District continues with GSRMA and does not need to be renewed annually.

Board Comment/Questions: None

Public Comment: None

Motion to Adopt Resolution 2025-09 as presented was made by Director Hurst, seconded by Director Weaver, and approved unanimously by voice vote, with 4 ayes.

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

9.1 Board of Directors Report – Directors

Director Cosner expressed appreciation for the professionalism and collaboration shown by all three bargaining groups during negotiations. He noted that the proposals brought forward were thoughtful and focused on strengthening the District, as reflected in the final agreements, and gave special acknowledgment to Director Whittle for his extensive work on financial analysis and compensation comparisons. Director Hurst also recognized Directors Cosner and Whittle for their effective leadership on the ad hoc negotiation committee.



9.2 Administrative Report – Chief Officers

Battalion Chief Stubendorff provided the following updates:

Apparatus & Call Volume: Crews have done a great job getting Unit 2512 into service. Call volume has been trending upward.

Notable Incidents & Training: Recent notable calls included an MCI on Highway 17 and a commercial structure fire in downtown Santa Cruz. Coordination during these incidents demonstrated the value of interagency training and shared protocols.

Battalion Chief McNeil provided the following updates:

Type 6 Engine Update: Unit 2546 is awaiting radio installation and will be sent to the shop next week for factory-covered alignment repairs. It is expected to be in service within two weeks.

Radio Grant Equipment: Radios from the Cal Fire grant are still pending, but surplus equipment from the Branciforte merger has allowed installation of BK mobiles in apparatus.

Administrative Services Manager Rodriguez provided the following update:

Confidential Employees MOU: Rodriguez expressed appreciation on behalf of the confidential employees group to Directors Whittle and Cosner for their professionalism and collaboration throughout the recent contract negotiations. She noted that the group felt respected and heard during the process.

Chief Correira provided the following updates:

Branciforte Permit Process: The District is still working through the County's requirements for the Branciforte Station project. A former building official with accessibility expertise has been brought in to help navigate the process and advocate for the District.

Updated Chief's Report Layout Launch: The new Chief's Report was included in the board packet and will evolve over time to include performance metrics such as budget tracking, revenue, expenses, and overtime. Board members were encouraged to share any metrics they'd like to see included.

Fire Prevention Inspections: A decrease in inspections was noted due to the Fire Marshal sharing agreement. Increasing inspection capacity through Central Fire support will be a priority over the next two quarters.

Upcoming Special Meeting: A special meeting will be scheduled before the end of next month to review and approve a temporary use agreement for the La Madrona site related to Santa Cruz Water Department's project. The agreement includes a temporary construction easement fee and was delayed due to environmental review. The District intends to present the findings on the impact fee study during the same special meeting for efficiency.

10. Correspondence



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10.1 Community Event Follow-Up: Thank you letter from Michelle Stewart, Happy Valley School District's Superintendent/Principal

The Board received and filed the correspondence.

11. **Request for Future Agenda Items**

There were no requests for future agenda items.

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

12.1 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

12.2 Public Employee Performance Evaluation
Title: Fire Chief

At 6:41 p.m., President Cosner announced the Board would be going into Closed Session for the purpose to discuss items listed in 12.1-12.2.

13. **Open Session: Government Code §54957.1**

13.1 Report on closed session

At 7:09 p.m., the Board reconvened to Open Session and President Cosner reported on Items 12.1-12.2. Information was received, and direction was given. No action taken.

14. **Adjournment.**

The meeting was adjourned at 7:09 p.m.

Attest

Adam Cosner
Board President

Mark Correira
Board Secretary