

San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors

MINUTES

Wednesday, March 13, 2024 - 5:30 p.m.

President Robles called the meeting to order at 5:31 p.m.

BOARD MEMBERS PRESENT Directors McKenna, Muns, Nelson, Pierce, Robles, and Woodruff

BOARD MEMBERS ABSENT Director Raddatz

STAFF PRESENT Fire Chief Lawler, Division Chiefs Durrell and Quinlan, Administrative Officer/Finance Officer Harris, and Executive Assistant/Board Clerk Rians.

Director Woodruff led the Pledge of Allegiance

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of March 13, 2024, was posted at District Headquarters on Friday, March 8, 2024, at 5:00 p.m.

PUBLIC COMMENT

Denis Amyot, a resident of Spring Valley, addressed the Board regarding Fire Prevention Services, Inc. and the weed abatement process.

President Robles adjourned the meeting to Closed Session at 5:45 p.m.

1. CLOSED SESSION

- 1.1 Conference with Legal Counsel – Existing Litigation
Case Number 37-2023-00002425 (GOV §54956.9 (b))
Number of Cases: 1

President Robles reconvened the meeting to Open Session at 6:01 p.m.

2. SPECIAL PRESENTATION

Paul Kaymark, Audit Services Partner with Nigro & Nigro PC, presented an audit overview.

3. CONSENT AGENDA ITEMS

Upon a motion by Director Muns, second by Director Woodruff, and vote (unanimously in favor with Director Raddatz absent), the Consent Agenda was approved.

- 3.1 Approval of the Minutes - Regular Meeting of February 14, 2024.
- 3.2 Approval of Board Member Stipends.
- 3.3 Receive and File Quarterly Investment Report in Accordance with California Government Code.

- 3.4 Credit Card Expenditures Review – The Board of Directors will review the credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.
- 3.5 Review Quarterly Employee Reimbursement Report.
- 3.6 CFD Annual Report Review.

4. INFORMATIONAL AGENDA ITEMS

- 4.1 Station 18 Update – Division Chief Quinlan shared that we are beginning Phase 2 of the tear-down/rebuild of Station 18. The modular unit is slated for delivery April 1.
- 4.2 Quarterly Financial Update – Administrative Officer/Finance Officer presented the 2nd Quarter Financials to the Board.

5. ACTION AGENDA ITEMS

- 5.1 California Special Districts Association, Elections and Bylaws Committee – Call for Nominations.
The Board opted not to submit any nominations.
- 5.2 Audit Report Fiscal Year Ended (FYE) June 30, 2023 – The Board of Directors will receive and file the District's FYE 2023 Audit Report in Accordance with the California Government Code.
Upon a motion by Director Pierce, second by Director Nelson, and vote (unanimously in favor with Director Raddatz absent), the audit report will be filed in accordance with the California Government Code.
- 5.3 Station 16 Roof Replacement – The Board of Directors may take action based on a recommendation to award the contract for roof replacement on Station 16.
Upon a motion by Director McKenna, second by Director Muns, and vote (unanimously in favor with Director Raddatz absent), the Station 16 roof replacement was approved contingent upon performance and payment bond stipulations and the contractor's address being added to the contract.
- 5.4 Solar on Fire Stations – The Board of Directors may take action based on a recommendation to award the contract for solar installation on Stations 14, 16, 22, and 23.
Upon a motion by Director McKenna, second by Director Woodruff, and vote (unanimously in favor with Director Raddatz absent), awarding the solar contract was approved.
- 5.5 HVAC Control System & Boiler at Headquarters/Station 15 – The Board of Directors may take action based on a recommendation to replace HVAC software and equipment at Headquarters/Station 15.
Upon a motion by Director Pierce, second by Director Nelson, and vote (unanimously in favor with Director Raddatz absent), HVAC work at Headquarters/Station 15 was approved.

6. REPORTS

6.1 Committee Reports

None

6.2 Directors' Reports

Director Nelson shared that the annual St. Patrick's Day Parade will take place this coming Saturday. Director Pierce commended San Miguel personnel who fought a recent commercial structure fire near his home.

Director McKenna discussed the possibility of a staff appreciation lunch/picnic. With Board consensus, planning will be coordinated.

Director Robles shared that the FEMA Disaster Recovery Center is running at the Spring Valley Library. He also noted Director Pierce's work with the Spring Valley Community Alliance and extended his appreciation to everyone else who has assisted in community efforts following the storm and flooding of January 22, 2024.

6.3 Chief's Report

Chief Lawler shared that the District was awarded a grant from the San Diego Regional Fire Foundation, which provides \$429,305 towards a new Type 3 apparatus. Per Operations Division Chief Durrell, Type 3s only take about 6 months for delivery.

Retirees and Local 1434 are working on establishing a dedication to the late Master Mechanic Bob Huston. Chief Lawler has attended recent meetings of the Spring Valley Community Planning Group and noted the importance of continued engagement with the community and elected officials within our District.

The Kiwanis approached Chief Lawler to be the keynote speaker at their Annual First Responders Appreciation Night.

Chief Lawler is in contact with Chairwoman Vargas following the recent flooding and said there has been a discussion about a new service model and delivery for our district.

Chief Lawler attended a FAIRA meeting in Sacramento this past Monday and also attended the "State of San Diego" at Southwestern College along with Director Pierce. Lastly, Chief Lawler provided the Board with an overview of legislative changes that could have an impact on the District. Chief Lawler discussed L1434 challenge coins, with the main intent to engage our partners, and noted Tobin Riley was promoted to Battalion Chief.

6.4 Association of San Miguel Chief Officers Communications

Battalion Chief Christiansen shared that the Captain Assessment, which started with 22 applicants from around the world, has been pared down to 3 candidates with appointment interviews coming up. The recent Firefighter Paramedic recruitment began with 30 applicants, which has narrowed to 5 who will attend a mini academy. There is an injury at the Engineer rank, so the current list will rotate through the vacancy for experience. Lastly, 3 Battalion Chiefs will be away next week attending the 27th annual Fresno Training Symposium.

6.5 Association of San Miguel Firefighters Communications

Captain Mike Hays apologized for not providing a report to the Board last month. He shared that Local 1434 continues to work with management on updating policies and procedures and commended Chief Riley for his time and efforts. Three members will travel to Hawaii for an IAFF training event in April. Firefighter Paramedic Arteaga now has a Belgian Malinois trained for search and rescue and cadaver. He can be deployed as part of USAR Task Force 8 but can also be utilized locally in incidents in which we may need help finding a person, like in vehicle accidents with an ejected patient. The Negotiations team has been selected and will start meeting next month.

Captain Hays provided further information on the St. Patrick's Day Parade, with 5:30 am being the start time for everyone to gather at the museum, 10 am breakfast, 10:30 am parade start, and festivities happening afterward.

Santee is holding a Softball tournament in May, and SMG is likely not participating. The L1434 golf tournament is scheduled for May 29 at a course in Poway.

Started a monthly economic update to Local members, educating them on local, state, and federal impacts on the District's finances. April 27 Spring Valley Days, next local meeting.

The wall that Heals is a mobile Vietnam memorial wall and begins on March 19th at Skyline to Welles Park, and the breakdown is on March 20th. L1434 donated money to it and provided volunteers.

6.6 Correspondence

Chief Lawler shared that the County is hosting a Household Hazardous Waste collection event on March 30 at Steele Canyon High School, and also shared that we are holding badge-pinning semi-annually, so there will be a formal ceremony, but wanted to announce Tobin Riley is now the C shift Battalion Chief.

President Robles adjourned the meeting to Closed Session at 7:16 p.m.

7. CLOSED SESSION

7.1 Fire Chief's Performance Evaluation (GOV §54957)

President Robles reconvened the meeting to Open Session at 8:13 p.m.

ACTION PLAN RECAP

- Division Chief Quinlan to follow up on discussion items related to the roof at Station 16:
 - Possible mold
 - Tall trees dropping debris and potentially hindering solar panel energy production

*The next Board Meeting will be a Regular Meeting on **April 10, 2024, at 5:30 p.m.**, District Headquarters.*

President Robles adjourned the meeting at 8:14 pm.

Minutes approved at the Regular Meeting of the Board of Directors, San Miguel Consolidated Fire Protection District, on April 10, 2024.



Jesse A. Robles, Board President

Attest:



Shayna Rians, Board Clerk