

# San Miguel Consolidated Fire Protection District

## Regular Meeting of the Board of Directors

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### MINUTES

Wednesday, February 14, 2024 - 5:30 p.m.

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**President Robles called the meeting to order at 5:30 p.m.**

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

**BOARD MEMBERS ABSENT** None

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

**Director Nelson led the Pledge of Allegiance**

#### APPROVAL OF AGENDA

**By Board Consensus, the agenda was approved.**

*The Agenda for the Regular Meeting of February 14, 2024, was posted at District Headquarters on Friday, February 9, 2024, at 5:00 p.m.*

**PUBLIC COMMENT - None**

#### SPECIAL PRESENTATIONS

- President Robles conducted a swearing-in ceremony for Fire Chief Andy Lawler.
- Chief Lawler discussed a recent CPR call and presented Life-Saving Awards to the family and dispatcher who assisted.

**President Robles called an intermission to the meeting from 5:43 to 6:12 p.m.**

#### 1. CONSENT AGENDA ITEMS

**Upon a motion by Director Nelson, second by Director Raddatz, and vote (unanimously in favor), the Consent Agenda was approved.**

- 1.1 Approval of the Minutes - Regular Meeting of January 10, 2024.
- 1.2 Approval of Board Member Stipend Payments.
- 1.3 Resolution 24-01 – The Board of Directors will consider adopting Resolution 24-01 pertaining to the 2024 Salary Schedule.
- 1.4 Resolution 24-02 – The Board of Directors will consider adopting Resolution 24-02 pertaining to the designation of the District's FAIRA Representative.
- 1.5 Resolution 24-03 – The Board of Directors will consider adopting Resolution 24-03 pertaining to Authorizing Signers on District Bank Account.

## **2. INFORMATIONAL AGENDA ITEMS**

### **2.1** Cody Gallagher, Emergency Services Coordinator with the County of San Diego's Office of Emergency Services, provided an overview of the storm efforts that impacted the District.

During the question-and-answer period following the presentation, President Robles initiated a conversation around soliciting support from elected officials. By Board consensus, the Government Affairs Committee will work on drafting letters to be sent to elected officials.

### **2.2** Station Updates – Fire Chief Lawler shared that bids from the Request for Proposal (RFP) are being reviewed for Station 16's roof project. The tear down/rebuild of Station 18 is underway, with the new modular fire station/living quarters slated to be on-site April 1, 2024. A community-attended demolition ceremony and BBQ is tentatively scheduled for May.

## **3. REPORTS**

### **3.1** Committee Reports

Director Woodruff shared that the EOA/Zone 1 Ad Hoc Committee meetings held recently have provided a wealth of information regarding liabilities and other technicalities within an ambulance contract. The Committee will provide an update to the Board once they have information compiled.

Director Nelson stated the Finance Committee reviews financial information prior to presentation to the full Board. Director Raddatz added that the last Finance Committee meeting was held for the members to complete the Committee Intent Form.

President Robles added that he is collecting input forms for all the committees. The Board Policy Manual Committee will clarify language and bring suggested policy changes back to the full Board.

### **3.2** Directors' Reports

Director Woodruff commended crews on a recent call to a neighbor's home, noting the responding crew acted efficiently, professionally, and treated the patient with great care.

Director Nelson shared that he enjoyed Chief Brainard's retirement celebration.

Director Pierce thanked all the people and agencies involved in providing filled sandbags to residents. He also shared that County Supervisors Nora Vargas and Monica Montgomery Steppe attended a "dump day" for community members to dispose of belongings and debris following the recent flooding. Director Pierce coordinated with Chief Lawler to drive the Supervisors around our service area and show them the areas most impacted by the recent storms.

Directors McKenna and Pierce attended a badge-pinning that occurred at Station 15.

President Robles commended all parties involved in the assistance that was available to residents following the severe rain on January 22, 2024.

### **3.3** Chief's Report

Chief Lawler will work with the Board to establish expectations of a "Chief's Report" going forward.

### **3.4** Association of San Miguel Chief Officers Communications

Battalion Chief Christiansen shared his enthusiasm to work under Chief Lawler, commending Chief Lawler's dedication to moving the District forward.

### **3.5** Association of San Miguel Firefighters Communications

None.

**3.6 Correspondence**

Chief Lawler shared correspondence from an elderly resident who was appreciative of being able to pick up filled sandbags.

President Robles acknowledged Fire Services Officer Art Camarena for his work coordinating the sandbags and other relief efforts recently.

*President Robles adjourned the meeting to Closed Session at 7:02 p.m.*

**4. CLOSED SESSION**

- 4.1 Conference with Legal Counsel – Existing Litigation  
Case Number 37-2023-00002425 (GOV §54956.9 (b))  
Number of Cases: 1
- 4.2 Liability Claim (GOV §54956.95) – Thomas Paden
- 4.3 Fire Chief's Performance Evaluation (GOV §54957)

*President Robles reconvened the meeting to Open Session at 8:14 p.m.*

**5. ACTION AGENDA ITEMS**

5.1 Resolution 24-04 – The Board of Directors will consider adopting Resolution 24-04 pertaining to the Industrial Disability Retirement of Thomas Paden.

*Upon a motion by Director McKenna, second by Director Raddatz, and vote (unanimously in favor), the Industrial Disability Retirement of Thomas Paden was approved.*


**ACTION PLAN RECAP**

- Board Clerk Rians to provide the PowerPoint presentation from Informational Agenda Item 2.1 to the Board of Directors via email.
- Government Affairs Committee and San Miguel Leadership to solicit support from elected officials (Consensus received from the Board during Informational Agenda Item 2.1).

*The next Board Meeting will be a Regular Meeting on **March 13, 2024, at 5:30 p.m.**, District Headquarters.*

*President Robles adjourned the meeting at 8:16 pm.*


Minutes approved at the Regular Meeting of the Board of Directors, San Miguel Consolidated Fire Protection District, on March 13, 2024.




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**Jesse A. Robles, Board President**

Attest:




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**Shayna Rians, Board Clerk**