



FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

Regular Meeting Minutes

Of The Board of Directors

May 03, 2021

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/87227493151?pwd=RzRVS0VCVUtNWEhTcFRHNXNEOTVJUT09>

[+1 669 900 6833](tel:+16699006833) US (San Jose) Meeting ID: 872 2749 3151 Passcode: 423860

1.0 Convene Meeting:

1.1 Call to Order: Meeting was called to order by Chairman Dan Walters at 6:06 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call: Directors D. Ladd, C. Foreman, R. Gelini, J. Anderson, D. Walters

Staff: Chief Gray, L. Dennis

Absent: None

Guests: Victoria Thompson, Attorney - joined meeting at 6:29 p.m.

1.4 Approve meeting minutes of the Regular Meeting held on April 12, 2021. Director Walters noted one correction to the minutes – under New Business 7.2 regarding purchase of the trailer. Minutes should read “it would still be portable and would not be an issue with the County.” Regular meeting minutes approved as written with the one amendment, on motion by Director Anderson and second by Director Ladd.

Ayes: Director Anderson, Director Gelini, Director Ladd and Director Foreman

Noes: none

Abstain: none

Absent: none

1.5 Considerations of Additions to the Agenda: Director Walters requested the addition of item **6.3-** Daytime Worker position requirements.

2.0 Public Comment: None

3.0 Public Hearing: None

4.0 Directors Reports: Director Anderson stated that LAFCO is still in the process with the county-wide fire review. They are especially looking at staffing levels and finances. Joe Serrano will provide a report after all of the information is compiled.

Director Walters reported he met with the Chief. Staffing was discussed resulting in the addition of item 6.3 to the agenda. They will be meeting again to wrap up the Chief's final review.

5.0 Staff Report: Chief Gray reported he is still tweaking the budget

He reviewed the call numbers and response times, which have improved by 33 seconds from the prior month.

4 out of 5 of our cadets in the academy are now able to respond to calls.

All squad members are completing their RT 130 Wildland training recertification. The next two drills will consist of online training.

We are still waiting on the quote for repairs on engine 2310.

S2365 has been out of service for over a month waiting for a part. These costs will be covered by the JPA for this unit.

The trailer purchase documents have been processed and the check issued.

Fire Prevention efforts continue. Firewise inspections have been well received and keep Captain Dawson very busy.

The EPA site has made some progress on reducing wood piles.

There are currently 5 applications in for the EMR position. Interviews are scheduled for May 21st, following physical testing on May 20.

Director Anderson requested response numbers specifically for Captains and Officers. Some discussion followed. Director Anderson clarified he is looking for "command decision makers" on responses. Chief explained his and the Assistant Chiefs' positions on monitoring the calls, to enable the officers to make response decisions. Director Foreman added the importance of capturing the information for NFIRS reporting and potential information or document requests.

At 6:29 p.m. the District's attorney Victoria Thompson joined the meeting and the board went into closed session.

6.0 Unfinished Business:

6.1 Strategic Plan – Next Steps

Chief asked the board members what they felt the next steps should be as there had been no additional comment. Director Walters asked other board members thoughts on community involvement or breaking into a sub-committee for review. Some general discussion followed. Chief will go through the document and eliminate all outdated

information and parts, then redistribute to board members. All were agreeable to review and continue on at next meeting.

6.2 PERS Non-Safety classification – Discussion regarding Bartel & Assoc presentation and next steps

Chief stated that he is looking for the boards' direction regarding adding the Non-safety Category. Director Foreman said the Miscellaneous Category is very common now in contracts. Discussion followed regarding our staff being "mixed use".

Director Walters asked the Chief to draft a PERS contract for the Miscellaneous Category, to be discussed once done. Discussion followed Director Foreman offered some of her staff for discussion, as they have dealt with similar situations with staffing hours, additions to PERS contract, etc. She will get their contact information to Chief.

Director Anderson asked to move into 6.3 as it is basically the same topic.

6.3 Daytime Worker

Director Walters brought up potential employees needing to be enrolled in PERS due to hours they work. They would need to be in the Safety Category as they would also be responding. Discussion followed regarding a title for the position.

Director Anderson wants to put something in place to prevent this from happening in the future with the number of hours staff work. Chief explained why the hours are necessary during the day, and due to necessity during the CZU fires additional hours added up quickly. Laurie explained the tracking that we are required by PERS to keep for all non-PERS employees' hours. Director Foreman offered her administrative personnel as resources to discuss this issue also. Chief will talk with Director Foreman's contacts.

7.0 New Business:

7.1 Station Upgrades – outdoor "firescaping" and demo garden plan.

Chief Gray provided a proposed drawing of the planned area. Fencing enclosure around a patio-type area for BBQ, table, etc. as a staff only area. The plan is to make it a good example of Firewise planting and fence construction. Director Foreman stressed the "5-foot exclusion zone" and gave examples. Director Foreman suggested reaching out to groups that provide funding and workers for these types of projects. Chief will get proposals for comparison and explore potential groups to work with. He also plans to have plantings labeled for visible examples to the community. Director Walters suggested this would be good press all around by using Firewise landscaping and such groups. He offered his contacts with Central Coast Landscape Association as a resource also.

8.0 Approve paid vendor claims for the month of April 2021: Board members reviewed the vendor claims in the amount of \$45,550.18. Claims were approved as presented on motion by Director Foreman, seconded by Director Gelini and passed.

Ayes: Director Anderson, Director Gelini, Director Ladd, Director Forman

Noes: none

Abstain: none

Absent: none

Chairman Walters closed the regular meeting at 7:44 p.m. and the board went into closed session.

9.0 Closed Session: District Secretary compensation review; Discussion with legal regarding district obligation for healthcare benefit contribution.

Chairman Walters closed the regular meeting and the board went into closed session with Attorney Victoria Thompson to discuss district obligations for healthcare benefit contributions at 6:29. The closed session ended at 6:54 p.m.

Chairman Walters reopened the regular meeting at 6:54 p.m.

The second closed session opened at 7:44 The closed session ended at 8:01 p.m.

10.0 Reconvene Meeting:

The regular meeting was re-opened at 8:01 p.m.

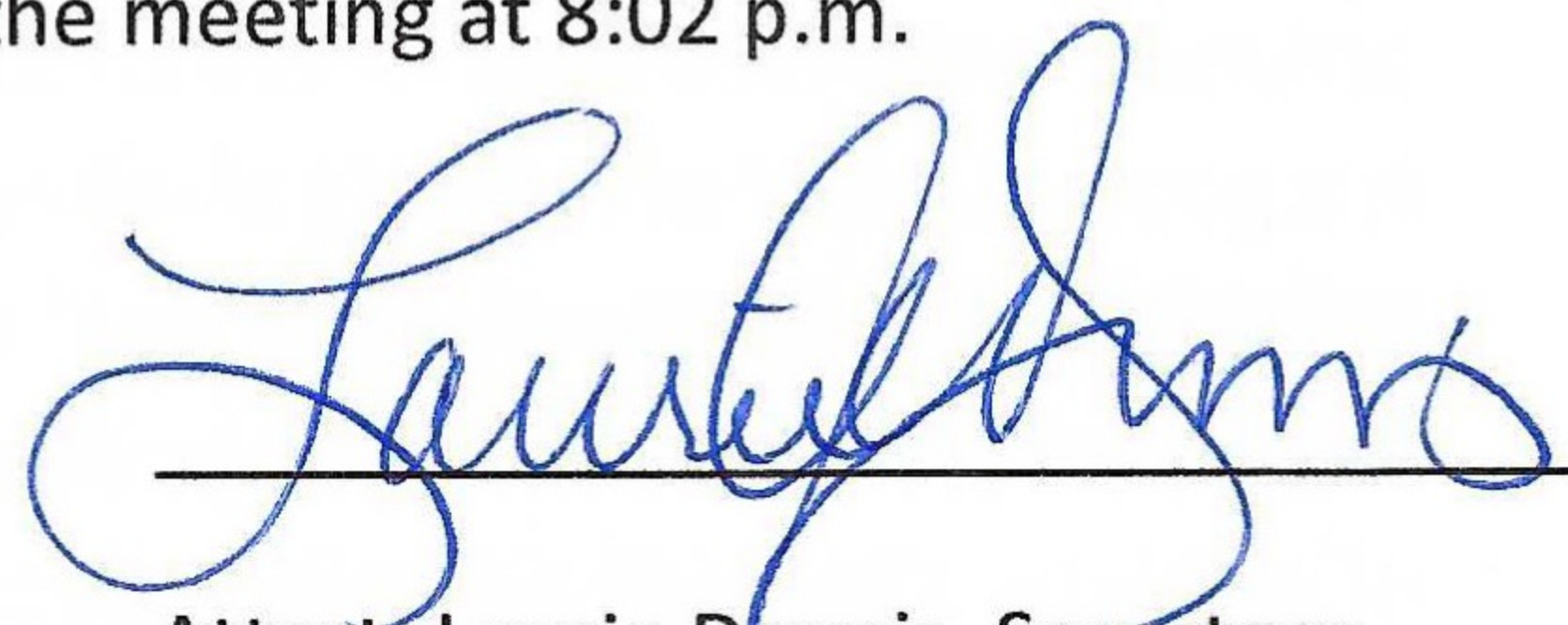
Reportable actions: Director Walters reported the board members requested attorney Victoria Thompson draft a letter to the former Chief's attorney.

The board directed Chief Gray to finalize the job description for District Secretary and set an annual performance evaluation and salary adjustment schedule.

10.1 Set date for the next meeting: The next Regular Meeting will be held on Monday, June 07, 2021 at 6:00 P.M. The meeting will be conducted remotely via Zoom.

11.0 Adjourn: Chairman Walters adjourned the meeting at 8:02 p.m.

Dan Walters, Chairman



Attest: Laurie Dennis, Secretary