



## **FELTON FIRE PROTECTION DISTRICT**

131 Kirby Street, Felton CA 95018 831 335-4422

### Regular Meeting Minutes

### Of The Board of Directors

December 05, 2022

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/88142974665?pwd=SUNYZUFWQ1pFWWJaTWIhWZGJFK0lrUT09>

#### **1.0 Convene Meeting:**

**1.1 Call to Order:** Meeting was called to order by Vice-Chairperson Jim Anderson at 6:05 p.m.

**1.2 Pledge of Allegiance**

**1.3 Roll Call:** Directors R. Gelini, J. Anderson, N. Crandell, D. Ladd

Staff: Chief Gray, L. Dennis

Absent: C. Foreman

Guests: Adam Hensleigh

**1.4 Approve meeting minutes of the Regular Meeting held on November 07, 2022.**

Regular meeting minutes approved as written on motion by Director Crandell and second by Director Ladd and passed.

Ayes: Directors Anderson, Gelini, Ladd and Crandell

Noes: none

Abstain: none

Absent: C. Foreman

**1.5 Considerations of Additions to the Agenda:** None

**2.0 Public Comment:** Adam Hensleigh asked if the local fire chiefs were consulted about the Fire Code that the County Board of Supervisors passed. Chief Gray responded that yes, all the chiefs have been involved through the entire drafting process.

**3.0 Public Hearing:** None

**4.0 Directors Reports:** Director Anderson reported that LAFCO is "dark" this month. Last month they met with Branciforte and Scotts Valley, and Branciforte has hired a consultant to study the costs of a bond measure. They are moving forward with their combining efforts. Director Gelini asked if Branciforte is operating normally, to which Director Anderson replied yes and with an interim Chief. He added that they are looking for board members to fill open seats.

**5.0 Staff Report:** Chief Gray reported that Zayante has a couple of board seats open. Christy Locatelli has been appointed to one. They have had another member resign so have now begun the process to fill the seat.

- The holiday dinner is this Saturday night at Brett Harte Hall.
  - The Type 6 – Ford is having issues still with chassis, so he was approached to replace it with a snowplow package, which is very similar. He told them yes, so the order is proceeding forward with a now mid-summer estimate.
  - 2350 and 2336 were at Central Fire for their annual inspections. 2365 is now there for a clogged diesel particulate filter. They are waiting on the parts to finish.
  - Backyard burn opened the beginning of December.
  - The State Parks burn up the coast on Thanksgiving weekend was not well received by the local communities. We received numerous complaints and phone calls and had little information. The Chiefs are drafting a letter asking for prior notifications and better communication in the future.
  - We had one firefighter injury this month. It was the result of a slip and fall on an engine step, resulting in minor bruising.
  - Radio Infrastructure- he attended a meeting Friday with the Director of Communications at the County. Was able to work through some big hurdles and it seems to be going in a good direction now.
  - Fire Prevention- The Fire Safe Council has been short on board members. The Fire Chiefs are trying to participate in supporting to help out in the meantime. He feels they are very valuable.
  - Fire Code- The second reading will be done at the County Board of Supervisors tomorrow. Some of the things that prevented passing the first time have been clarified and he doesn't expect any issues this time.
  - AED / Lucas Fundraiser- the probationary firefighters raised about \$2,500 over a three-day period in the community. They should now be able to get new AEDs for all the rigs. Not sure yet what was raised at the Santa's Shelves event.
  - New Hires- two of the firefighter applicants dropped out, we have 2 firefighters and 3 EMT candidates starting. Director Crandell asked what our head count on the roster is right now. Chief replied we have 5 EMTs, but he's not sure on the number of firefighters. He will be promoting Sam Moeller to EMT Captain at the dinner Saturday. He feels this will gain her more respect when attending outside meetings.
  - Sam has been streamlining the medical bags and has ordered many products / supplies. The older and expired stock has been removed and reorganized. Director Crandell asked about the old supplies, as they could be used for scout training. Chief responded that they are being used for medical training drills
- Director Anderson asked the time of the dinner, to which Chief responded 6:30.



## **6.0 Unfinished Business:**

### **6.1 LAFCO sphere of influence annexation- Gray / Anderson- update on progress**

Chief Gray stated there is no update, nothing more has been heard.

### **6.2 PERS CEPPT pension prefunding trust and current unfunded accrued liability**

Director Crandell stated he has no new information to add. After the beginning of the year, we can discuss our position and figure things out. He feels this item can be removed from Unfinished Business on the agenda, and we can do a quarterly review. Chief stated that he spoke with Cameron Weiss and was told the fee to re-evaluate would be \$1,950.00. Director Crandell offered to work with Director Anderson to evaluate. Discussion followed.

### **6.3 Strategic planning process update- Gray/ Crandell- currently reviewing**

Chief stated there was no update. They have been unable to meet. They will revisit in January.

### **6.4 Review Volunteer Life/AD&D coverage amounts- presentation on switching to National Volunteer**

Chief shared that the IRS Audit brought up the issue of fringe benefits over \$50,000 becoming reportable income. Chief explained some other program examples other than FDAC/EBA which is offered through our relationships in SCCFAIG. He talked with the firefighters, and they were more interested in other benefits. Some discussion followed regarding CSFA membership and the costs involved. Chief feels their program has been improved and would propose going to them due to these programs. They have added benefits for PPE reimbursement and assistance on physical costs. Laurie noted that the vision coverage currently used is also part of our FDAC/EBA plan, so she will investigate whether that can be a stand-alone premium if we dropped the others. Additional discussion regarding changes, plans and costs.

Director Crandell made a motion to reduce the Life Insurance to \$10,000 with our existing carrier and research alternatives for vision coverage in the near future. It was seconded by Director Ladd.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: C. Foreman

Motion carried.

## **7.0 New Business:**

### **7.1 2023 S.A.F.E.R. grant- Discuss applying for a SAFER grant for additional staffing**

Chief Gray explained that the SAFER grant is for staffing. He has been trying to gather information to present. It is a 100% paid grant for 3 years, which covers

wages and benefits. We would also need to provide a strategy for continuing this staffing after the 3-year period lapses. At this time, he's hoping to see if the board would entertain this. He feels we need staffing. Zack Ackemann could assist in completing the application. Director Anderson asked what he has in mind exactly. Chief replied he currently has Ian Jones helping him, he needs this type of help, which is now weekend coverage. Director Anderson said he would like to see an example of the costs would be for PERS and benefits also.

Director Crandell asked if we can keep them under the 1,000-hour cap to avoid PERS. Chief replied that if we do this grant, no, they will need to be included in PERS. Chief Gray added that he needs more of the leadership-type roles to help, he needs to attract those. Currently that consists of himself, Audrey, Ian and Asst. Chief Sipes. More discussion followed regarding qualifications and whether it would be more administrative as opposed to firefighter. Director Crandell asked for some plans with an A, B, C type of example and associated costs. Chief asked the board if they would agree to considering 24-hour employees. Director Anderson stated he didn't think we could afford that. Chief then asked the board if they would consider multiple positions. Director Crandell stated that job-sharing might work and be beneficial. Additional discussion followed on staffing models.

Chief stated he should have cost information for models and grant parameters for the January meeting. Director Anderson expressed his continuing concerns on PERS costs and sustainability.

#### **7.2 Resolution 17-2022 to continue supporting AB 361 – Conducting virtual board meetings during a declared state of emergency – Gray- Discussion regarding commencing in-person meetings, and possible action**

Chief Gray asked the board if they would be agreeable to return to in-person meetings in February. January would be a remote meeting.

Director Crandell made a motion to adopt the resolution to continue remote meetings for the January meeting and Director Ladd seconded.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: C. Foreman

Motion carried.

#### **7.3 IRS Audit update – Discuss retaining professional representation for the ongoing review.**

Chief reported that the IRS has now expanded the scope of the audit to include the calendar year records of 2021. He has been researching legislature. He thinks we need representation to help with this process, especially regarding the penalties and costs. Someone like a tax attorney or a CPA. He also thinks reaching out to local



elected officials would be worthwhile. Director Crandell offered to provide the name of someone he knows for this type of work. Discussion followed.

Director Crandell made a motion for the Chief to pursue bids from 3 CPS-types to help sort this out and bring the names and costs to the next meeting, and Director Gelini seconded.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: C. Foreman

Motion carried.

**8.0 Approve paid vendor claims for the month of November 2022:** Board members reviewed the vendor claims in the amount of \$15,714.56. Director Anderson stated the amounts we are spending on electronics is mounting up. Chief explained a new computer was purchased to replace Laurie's old one, iPads purchased for new applications we are using. Director Ladd asked about the decommissioned hardware. Chief explained it is either destroyed if applicable or used for other purposes. Director Ladd asked if anyone would take it home, to which Chief replied - no. All our equipment is very well tracked and accounted for also.

Claims were approved as presented on motion by Director Gelini and seconded by Director Ladd.

Ayes: Directors Anderson, Gelini, Ladd and Crandell

Noes: none

Abstain: none

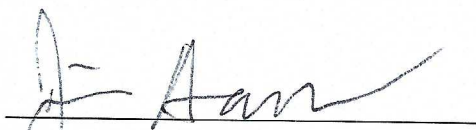
Absent: C. Foreman

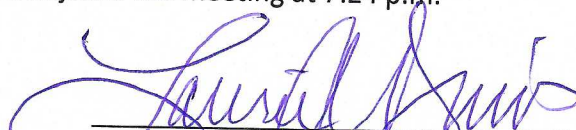
Motion carried.

**9.0 Closed Session: None**

**10.0 Set date for the next meeting:** The next Regular Meeting will be held on **Monday, January 09, 2023 at 6:00 P.M.** The meeting will be remotely via Zoom.

**11.0 Adjourn:** Director Anderson moved to adjourn the meeting at 7:24 p.m.

  
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Jim Anderson, Vice-Chairman

  
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Attest: Laurie Dennis, Secretary

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