

APPLE VALLEY FIRE PROTECTION DISTRICT

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MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

November 12, 2013

- 1.0 CALL TO ORDER: Vice President Hanson at 6:00 p.m.
- 2.0 PLEDGE OF ALLEGIANCE: Led by Director Tinsley
- 3.0 ROLL CALL:
Present: Vice President Hanson, Director Earp, Director Leary, Director Tinsley
Absent: None
- 4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:
 - .01 Oath of Office - New Board Director Jay Jeffs: Fire Chief Hultquist called Jay Jeffs forward and gave him the oath of office. Once the oath was finished, Director Jeffs joined the Board on the dais.
 - .02 New Board Offices:
 - a) Board President: Motion by Vice President Hanson for Director Leary to take the position of Board President.
M/S Hanson/Earp to appoint Director Leary as Board President. Motion carried by unanimous voice vote of the Board.
 - b) Board Vice President: Motion by Director Earp for Vice President Hanson to continue as Board Vice President.
M/S Earp/Leary for Vice President Hanson to continue as Board Vice President. Motion carried by unanimous voice vote of the Board.
 - c) Budget and Audit Committee: Motion by Vice President Hanson to have Director Earp continue on the Budget and Audit Committee and add President Leary.
M/S Hanson/Tinsley Director Earp to remain on the Budget and Audit Committee and President Leary to be added to the Budget Committee. Motion carried by unanimous voice vote of the Board.
 - d) Communications Committee: After some discussion between Board and Staff it was decided to wait to re-form the Communications Committee until it is needed. The current communications contract expires June 30, 2014.
 - e) Selection Committee: After discussion between Board members it was decided by Board consensus to leave the Selection Committee dormant until needed.
 - .03 Employee of the Quarter - 4th Quarter: Chief Hultquist asked Jason Nailon to come forward noting that it was his honor to present Fire Marshal Nailon with the 2013 Employee of the Quarter for the 4th Quarter. Fire Marshal Nailon was awarded the Employee of the Quarter Award for his enthusiasm, leadership of his staff in Fire and Life Safety and commitment to his profession in Fire Prevention and Fire Code. Fire Marshal Nailon was also commended for his leadership as the President of the "Apple Valley Fire Employees Association" through which he promotes the Fire District's involvement in programs such as "Adopt a Troop".

- .04 Local Ordinance Adoption Process: Fire Marshal Nailon gave a power point presentation on the background and process of the Fire District adopting the new fire code every three years. At the end of the power point presentation Fire Marshal Nailon answered Board questions about the adoption process.

At this point of the meeting, Director Earp requested to move the discussion about Agenda Item 13.01 Ordinance 52 Adopting the 2013 California Fire Code up to immediately follow Fire Marshal Nailon's presentation. The Board agreed by consensus to move this agenda item up in the agenda. Please refer to item 13.01 of these Minutes for information regarding the Public Hearing.

5.0 PUBLIC COMMENT: None.

6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.

7.0 CONSENT AGENDA:

- .01 Personnel Report for July, August and September 2013
- .02 Operations Report for July, August and September 2013
- .03 Fire and Life Safety Report for July, August and September 2013
- .04 Community CPR & First Aid Training Report for July, August and September 2013
- .05 Fleet Services Manager Report for July, August and September 2013
- .06 Hazard Abatement Report for July, August and September 2013
- .07 Fiscal Report for October 2013
- .08 EMS Report for July, August and September 2013

M/S Leary/Hanson to approve consent agenda as presented. Motion carried by unanimous voice vote of the Board.

8.0 APPROVAL OF MINUTES:

- .01 Minutes of Regular Meeting October 15, 2013. M/S Earp/Hanson to approve minutes of the October 15, 2013 meeting as presented. Motion carried by unanimous voice vote of the Board with Director Jeffs abstaining.

9.0 CORRESPONDENCE: President Leary asked for comments on correspondence noting it was available for review in the notebook.

10.0 INFORMATION & DISCUSSION ITEMS:

- .01 Information Only Items:
 - a) Request for Proposal (RFP) for Managed IT Services: Fire Chief Hultquist explained that the Fire District is reviewing all current services and looking for ways to improve if possible. The current IT source has been in place for five years so the District is looking to see what is most efficient as well as cost effective.

.02 Discussion Items: None

11.0 BOARD COMMITTEE REPORTS:

- .01 Measure V Committee Update: Director Tinsley stated that the District and Board are waiting on a name for the Measure from the Registrar of Voters and that the target date for this information is the first of the year. Chief Hultquist mentioned that there is a Special Board

meeting scheduled for November 19, 2013 at 9:00 AM at Fire Station 336 at which he would be presenting a comprehensive overview of Measure options in correlation to Fire District funding needs.

12.0 APPROVAL OF REPORTS: None

13.0 PUBLIC HEARINGS:

.01 Ordinance 52 Adopting the 2013 California Fire Code with amendments is presented for the Board's consideration for introduction. M/S Leary/Tinsley to open Public Hearing at 6:23 PM. Motion carried by unanimous voice vote of the Board.

Discussion and a brief question and answer period followed between the Board and Staff about the new Fire Code in particular regarding amended Sections 307.4.2.2 Pit Barbecues and 307.4.2.2.1 Special Event Fires.

M/S Earp/Hanson move to close the Public Hearing at 6:32 PM. Motion carried by unanimous voice vote of the Board.

M/S Earp/Jefferies to read Ordinance 52 aloud by title. Motion carried by unanimous voice vote of the Board.

M/S Earp/Tinsley to introduce Ordinance 52. Motion carried by unanimous voice vote of the Board.

14.0 ACTION ITEMS:

.01 Consent Agenda Reporting: ASM Garrison explained that Staff is requesting a change from quarterly reporting of Consent Agenda items back to reporting on a monthly basis. She noted that the original premise for changing to quarterly reporting was to streamline the process and save time for Staff. However, a polling of Staff found that the workload would be less for gathering data on a monthly basis and the time savings to Admin Staff for quarterly reporting was minimal. M/S Hanson/Earp to approve changing Consent Agenda Reporting to monthly reporting. Motion carried by unanimous roll call vote of the Board.

15.0 STAFF COMMENTS:

.01 Chief Hultquist:

- a. Invited the Board members to the annual Employee Banquet on December 13th at Sunset Hills.
- b. Announced that the kickoff of the annual Spark of Love toy drive is November 15, 2013.
- c. Reminded the Board of the Special Board Meeting Workshop to be held on November 19, 2013 at 9:00 AM at Fire Station 336.
- d. Announced that Captain Peratt, Firefighter/Paramedic Lyons and Firefighter/Paramedic Corrao were recognized at the North End QA meeting for the role they played in assisting a patient during the national dextrose shortage.
- e. Briefed that the District had responded to quite a few fires in the past month.
- f. Commended the level of service and team work on incidents.
- g. Noted that November 13th and 14th is the Town of Apple Valley's 25th anniversary celebration. The Fire District will participate in the ceremony with an Engine and display of historic Fire District items.
- h. Gave a legislative update on California Special Districts statistics on how other special districts fared with local measures throughout the State noting that many Measures did not pass by very narrow margins.

.02 FSM Ryan:

- a. Congratulated Jason on Employee of the Quarter Award and Buddy and his crew for North End QA Award.
- b. Noted that the Shop had finished pump testing of all Engines and the testing went very well.

.03 EMS Manager Guarrera:

- a. Reminded Staff and Board that throughout the holiday season taking care of ourselves is important so that we can continue to provide excellent service to the community.

.04 Fire Marshal Jason:

- a. Invited the Board to participate in the Secret Santa program on December 15th at Wal-Mart at 6:30 AM.
- b. Announced that after six months of fund raising, Fire and Life Safety has raised \$8,000 towards a new tow vehicle for the Fire Prevention trailer.
- c. Reported that Fire and Life Safety had applied to San Manuel for a grant that would fund an additional \$25,000 for the tow vehicle.
- d. Thanked the PFA for their \$500 donation towards the tow vehicle.

16.0 DIRECTORS' COMMENTS:

.01 Director Earp:

- a. Congratulated Jason on his Employee of the Quarter award.
- b. Welcomed Jay Jeffs to the Board of Directors adding that he looks forward to his input and participation.
- c. Congratulated Dan Leary on his move to the Board President position.
- d. Thanked Vice President Hanson for his leadership of the Board after Virgil Barnes stepped down.

.02 Director Tinsley:

- a. Congratulated Fire Marshal Nailon and Captain Peratt for their accomplishments thanking both of them for their dedication.
- b. Congratulated and welcomed Jay Jeffs to the Board.
- c. Mentioned that he was looking forward to participating in a tour of the Fire Stations and facilities.

.03 Vice President Hanson:

- a. Noted the great work the crews had done on the recent fires.
- b. Commended Jason on his award.
- c. Welcomed Jay Jeffs to the Board.
- d. Suggested that the Board try to attend the Special District Days event next year to increase their knowledge of Special Districts.

.04 Director Jeffs:

- a. Congratulated Fire Marshal Nailon noting that his award is well deserved.
- b. Thanked the Fire Chief for the brief tour of the District.
- c. Congratulated crews involved in fighting the recent fires on a job well done.
- d. Thanked the Board for the confidence they had in him to bring him on as a new member.

- .05 President Leary:
- a. Welcomed Director Jeffs to the Board.
 - b. Congratulated Jason on his award adding that he and the Board appreciate the reports and data provided by Jason.
 - c. Thanked the firefighters for their great work in putting out recent fires.
 - d. Noted that the upcoming Measure is very important to Board and Staff and that he is looking forward to the Fire Chief's briefing at the Special Board Meeting Workshop.

17.0 CLOSED SESSION: None

18.0 REPORT ON CLOSED SESSION: None

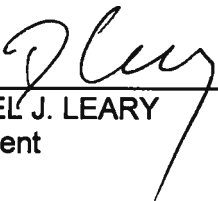
19.0 FUTURE AGENDA ITEMS:

- .01 Continued information and discussion regarding Measure V options.
- .02 Board attendance of Special District Days.
- .03 Board members requested a "red lined" copy of Ordinance 52 for their review.

20.0 Adjournment: The meeting was adjourned at 7:02 p.m. M/S/P Hanson/Earp.

ATTEST:


ROSE MARIE GARRISON
Recording Secretary


DANIEL J. LEARY
President