

APPLE VALLEY FIRE PROTECTION DISTRICT

22400 Headquarters Drive ☐ Apple Valley California 92307
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MINUTES OF SPECIAL MEETING BOARD OF DIRECTORS

June 18, 2013

- 1.0 CALL TO ORDER: President Barnes at 6:00 p.m.
- 2.0 PLEDGE OF ALLEGIANCE: Led by Director Leary
- 3.0 ROLL CALL:
Present: President Barnes, Director Earp, Director Leary, Director Tinsley
Absent: Vice President Hanson
- 4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:
 - .01 Employee of the Quarter - Second Quarter: Fire Chief Hultquist called Jennifer Eisenbrey forward to receive the EOQ Second Quarter. He gave a brief overview of Jennifer's career in the Fire Service which began as a Fire Explorer in Victorville. He highlighted the Fire District's community connection is in great part due to Jennifer's interaction through the blood pressure check program, Stewie the Duck Water Safety, On Fire for Literacy and many others. The Fire Chief also commended Jennifer for her assistance and professionalism during a recent situation with a customer in need in the Headquarters lobby. He concluded his comments by noting he wanted to send her for training so she may have a larger role as a Public Information Officer.
- 5.0 PUBLIC COMMENT: None
- 6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None
- 7.0 CONSENT AGENDA:
 01. Personnel Report for April and May 2013
 02. Operations Report for April and May 2013
 03. Fire and Life Safety Report for April and May 2013
 04. Community CPR & First Aid Training Report for April and May 2013
 05. Fleet Services Program Report for April and May 2013
 06. Hazard Abatement Report for April and May 2013
 07. Fiscal Report for April and May 2013
 08. EMS Report for April and May 2013

Director Earp asked for information about the Synthetic Drug Briefing that EMS Manager Joe Guarerra attended at Maverick Stadium. Joe gave a short briefing on the meeting highlights noting Mayors from all the High Desert communities are involved and are committed to working with their respective City Councils to move the program forward.

M/S Earp/Leary to approve the Consent Agenda as presented. Motion carried by unanimous voice vote of the Board members present.
- 8.0 APPROVAL OF MINUTES:
 - .01 Minutes of Regular Meeting April 16, 2013
M/S Earp/Leary to approve minutes of the April 16, 2013 meeting as presented. Motion carried by unanimous voice vote of the Board members present.
- 9.0 CORRESPONDENCE: President Barnes asked for comments on correspondence noting it was available for review in the notebook.

10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

- a) Proposed and Current Development within the District (Nailon)

.02 Discussion Items: None

- a) California Special Districts Association (CSDA) District 5 Ballot: ASM Garrison explained that this is an optional vote for the Board pointing out that the Board does not vote unless the candidate is known to the Board. After a short discussion among Board members it was decided by consensus to abstain from voting as the members did not know the listed CSDA candidate.
- b) Measure V Overview: Fire Chief Hultquist gave a presentation on Measure V for the purpose of preparing the Fire District to go back to its constituency to renew Measure V. The presentation covered the past, present and future of the Measure including how it affects budget and revenue. The Fire Chief concluded by reviewing what the District needs to work toward to get the Measure passed which included administrative considerations, gaining community support and community outreach projects.

Discussion between Staff and the Board followed the briefing. It was requested by President Barnes that Staff contact Best, Best and Krieger (BB&K) the Fire District's attorneys, to be briefed on legal considerations regarding the Measure and how the Board may participate.

11.0 BOARD COMMITTEE REPORTS: None

12.0 APPROVAL OF REPORTS: None

13.0 PUBLIC HEARINGS: None

14.0 ACTION ITEMS:

- 14.01 Request for approval of new Job Description for Fire Marshal: Chief Hultquist explained that this will be a reclassification for Jason Nailon's position from Deputy Fire Marshal to Fire Marshal. The Fire Chief pointed out there is no fiscal impact citing this as an administrative change to the job title that reflects the work DFM Nailon is currently performing. M/S Earp/Leary to approve new Job Description for Fire Marshal. Motion carried by unanimous roll call vote of the Board members present.
- 14.02 Proposed Wage Schedule Change: Chief Hultquist noted that this modification will change the Job Classification of "Deputy Fire Marshal" to "Fire Marshal" on the Wage Schedule based on approval of Action Item 14.01. He noted once again these changes in job classification and title have no fiscal impact to the Fire District. M/S Earp/Tinsley to approve wage schedule. Motion carried by unanimous roll call vote of the Board members present.
- 14.03 Staff Report Schedule: At the Board's request Staff presented changes to the Staff Report schedule to evaluate ways to streamline the process for greater efficiency. ASM

Garrison reviewed the time savings of quarterly Board reporting. Discussion followed between Staff and the Board regarding time savings and the possibility of Board packets being delivered electronically. M/S Earp/Tinsley to approve revision to Board Meeting and Staff Report schedules. Motion carried by unanimous roll call vote of the Board members present.

- 14.04 Resolution 13-003: A Resolution instructing the county Auditor/Controller to levy fire hazard abatement fees on certain properties. Chief Hultquist explained that this is an annual resolution that allows the District to turn over unpaid weed abatement fees to the County Tax Assessor's office. M/S Tinsley/Earp adopt Resolution 13-003. Motion carried by unanimous roll call vote of the Board members present.
- 14.05 Employee Computer Purchase Program: Staff is requesting Board approval of an employee computer purchase program. Finance Director Reynolds gave a description of the program outlined in the Staff Report noting the Fire District has the cash flow to accommodate the program. M/S Tinsley/Leary to approve recommencement of employee computer purchase program. Motion carried by unanimous roll call vote of the Board members present.
- 14.06 Adoption of Original Budget for Fiscal Year 2013/14: Finance Director Reynolds gave a brief overview of the Original 2013/14 budget. He began by announcing that Staff was presenting a balanced budget for FY 2013/14. Discussion between Staff and the Board followed primarily commenting on the good work done by the Board Budget Committee and Staff to maintain standards to keep the balance in check. M/S Earp/Tinsley to approve adopt FY 2013/14 Budget as presented. Motion carried by unanimous roll call vote of the Board members present.

15.0 STAFF COMMENTS:

- .01 Chief Hultquist:
 - a. Introduced John Linstrom, Reserve Division Chief. The Fire Chief remarked that he has known John since 1986 where they met at Barstow Fire. He also noted that John will be helping the Fire District on many projects such as communications and Measure V. John followed the Fire Chief's introduction by thanking the Board and spoke to his work with FEMA and extensive work in Disaster Preparedness.
 - b. Invited the Board Members to join Apple Valley Fire on June 27, 2013 for the Live Fire Training Burn.
 - c. Thanked the Board for supporting the fund raising event for Allan Schwartz.
 - d. Noted that he had been honored to be the commencement speaker on June 18th for Paramedic Class 18.
 - e. Summarized his ride-along visit with Tom Lynch the Director of ICEMA and their productive discussion regarding community para-medicine.
 - f. Announced that he, along with Dawn Harrison and Captain Unferdorfer had sworn in five new community volunteers adding that John Ryan would now head up the FADD component of the volunteer program.
- .02 Captain Peratt (PFA):
 - a. Thanked Director Tinsley and the Board for their upcoming involvement and support for Measure V.
 - b. Asserted that the PFA programs such as Community Outreach Program will be helpful with the Measure V start up noting that the PFA will give 100% support to all Measure V activities.

- c. Thanked the Board for supporting the Alan Schwartz fund raising event at Mama Carpinos. Gave a brief overview of Alan's condition and that the money will go to special treatment for pain relief for Alan.
- d. Congratulated Jennifer on Employee of the Quarter Award asserting that she is an outstanding employee.

16.0 DIRECTORS' COMMENTS:

.01 Director Earp:

- a. Congratulated Jennifer on Employee of the Quarter Award.
- b. Commended the Fire Chief on an outstanding presentation on Measure V.
- c. Applauded Mark Reynolds on a good budget.

.02 Director Tinsley:

- a. Agreed with Director Earp's comments regarding Measure V and the budget.
- b. Reminded all present that we are "in this together" for Measure V and that he is available to anyone that has questions, concerns or wants to brain storm.
- c. Mentioned to the Fire Chief and Captain Peratt that Rotary and the Chamber would be a great place to sell some Allan Schwartz fundraiser tickets.

.03 Director Leary:

- a. Congratulated Jennifer on Employee of the Quarter Award.
- b. Remarked that this is an exciting time with Measure V.
- c. Asserted that a successful outcome for Measure V is not a question – pointing out that "how we get there" will be exciting to see.
- d. Praised both the Budget Committee and Finance Director Reynolds for a fair and conservative budget that shows the priorities of the District such as training and support of firefighters.
- e. Concluded that he is hopeful that revenue will increase in the next year.

.04 President Barnes:

- a. Congratulated Jennifer on Employee of the Quarter Award observing that she is a great spokesperson for the Fire District and that he supported her taking on more PIO duties.
- b. Welcomed John Linstrom and thanked him for his volunteer service.
- c. Thanked Director Tinsley for taking a lead role with Measure V noting his integrity in the community and the he will be a good match for this venture.
- d. Commended Director Reynolds on the budget observing that the work is always tough but he is looking forward to the next year.
- e. Applauded the Fire Chief on his Measure V presentation.
- f. Suggested the iPad mini for its size and weight be considered for purchase for the Board and the next step of electronic distribution.

17.0 CLOSED SESSION:

- .01 Fire Chief Performance Evaluation. (Government Code Section 54957).
- .02 Public Employee Discipline/Dismissal/Release (Government Code Section 54957).

Meeting was adjourned to closed session at 7:48 p.m.

The meeting reconvened to open session at 8:12 p.m.


18.0 REPORT ON CLOSED SESSION: None.

19.0 FUTURE AGENDA ITEMS: None

20.0 Adjournment: The meeting was adjourned at 8:13 p.m. M/S/P Earp/Tinsley.

ATTEST:


KIMBERLY LOPEZ
Recording Secretary


DANIEL J. LEARY
President