

APPLE VALLEY FIRE PROTECTION DISTRICT

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MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

August 18, 2015

1.0 CALL TO ORDER: President Leary at 6:01 PM.

2.0 PLEDGE OF ALLEGIANCE: Director Tinsley

3.0 ROLL CALL:

Present: Director Alaniz, Director Tinsley, Director Earp, Vice President Jeffs, President Leary
Absent: None.

4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None.

5.0 PUBLIC COMMENT:

.01 Doug Qualls addressed the Board stating he had the opportunity to review the proposals by the various consultants that submitted packets to the District. Mr. Qualls went on to endorse the Board's decision to hire the Lew Edwards Group noting they were a clear front runner and (he felt) the right company to assist the District with the renewal of the special tax measure in 2016. He further stated there is no other single issue as critical to the District as the renewal of the measure and that it will take the aggressive support and participation of all the community stakeholders to see to its success. He concluded by thanking the Fire Chief for the invitation to the workshop scheduled for the following week on Monday, September 21.

.02 Buddy Peratt presented a quick update to the Board on several items the Professional Firefighters Association (PFA) are working on.

- a) He led his comments by telling the assembly the PFA had met recently and were excited, motivated and ready to begin work on the special tax measure.
- b) He expressed his excitement to be a part of the workshop the following week;
- c) Mr. Peratt noted a couple of public outreach events the PFA was sponsoring involving children in the community; one is a spaghetti dinner for a couple of children with muscular dystrophy. He informed the Board this is a repeat of a successful fund raiser they had shortly after the Chief joined the District.
- d) Another fund raiser the PFA is involved in is for a 12-year old boy in the community that has a brain tumor. The young man is very active in sports in the community. The fundraiser is to be held at Mama Carpino's.
- e) Buddy briefed that with the support of the Fire Chief and the Apple Valley High School the Fire District will be able to participate and lend its expertise in a Skills Competition which includes life skills and training such as firefighting. Captain Peratt noted his enthusiasm for the opportunity to participate in the program that has taken Apple Valley High School participants all the way to national competition.

President Leary asked if Mr. Peratt wanted to address his comments regarding the other item on his Request to Speak form, 10.02(a). Buddy requested to reserve those comments until the meeting progressed to that point in the agenda.

6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.

7.0 CONSENT AGENDA:

- .01 Personnel Report for July 2015
- .02 Operations Report for July 2015
- .03 Community Risk Reduction Report for July 2015
- .04 Fleet Services Program Report July 2015

.05 Fiscal Reports for July 2015

Director Earp requested further discussion on the Fiscal Report. M/S Earp/Tinsley to approve consent agenda items 7.01 through 7.04. Motion carried by unanimous voice vote of the Board.

Director Earp noted that there had been two meetings without any detailed financial report. Mr. Earp went on to say that while he understands Staff has been hindered by not having a Financial Officer during this time period, the importance of the Board knowing and being briefed on the District's finances is critical.

M/S Earp/Alaniz to approve the 7.05 report. Motion carried by unanimous voice vote of the Board.

8.0 APPROVAL OF MINUTES:

.01 Minutes of Regular Board Meeting, July 21, 2015. Director Alaniz noted that Director Earp was missing from the Roll Call. The Board agreed to approve the Minutes with the change being made to the Roll Call to include Director Earp. M/S Earp/Tinsley to approve minutes of the July 21, 2015 regular meeting as amended. Motion carried by unanimous voice vote of the Board.

9.0 CORRESPONDENCE: President Leary congratulated the 334B crew on the two pieces of correspondence acknowledging their good work.

10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

- a) Proposed and New Development. President Leary polled the Board for questions remarking it was nice to see things moving in a good direction.
- b) Overtime Update. President Leary thanked ASM Garrison for an outstanding report updating the Board on the District's overtime.

.02 Discussion Items:

- a) Plan for Closed Fire Stations. Chief Hultquist was called on by President Leary for an update. The Fire Chief reviewed a couple of items in the report and requested the Board's feedback. There was brief discussion regarding the 'closed' signs sizes and adherence to the Town's specifications.

Buddy Peratt declined further comment when he was called on by President Leary who then called for comments and questions from the Board.

Director Alaniz remarked she had seen a thread on Facebook regarding the 'closed' signs acknowledging some of the comments the Board had discussed might come up have surfaced with one of those being the public's perception that the Stations had been open and were just now closing. Ms. Alaniz reported from her review of the comments on Facebook that this perception seems to be the prevailing opinion of many people who live around FS 336.

- b) 2016 CSDA Committee & Expert Feedback. By consensus the Board agreed to take no further action or offer any nominations on the 2016 CSDA Committees & Expert Feedback committees.

11.0 BOARD COMMITTEE REPORTS:

- .01 Budget & Finance Committee. Vice President Jeffs reported there was no formal Budget Committee meeting as the Board President was out of town and there is currently no Finance Officer. He went on to the brief the Board regarding his meeting with the Fire Chief and his review of the Finance Officer applications, interviews, and scoring stating he also had the opportunity to meet with Staff regarding the candidate. He informed the Board that it seemed as if we have the right candidate. Mr. Jeffs concluded his remarks by informing the Board he would be sitting in on the final interview with the Fire Chief on Thursday.

- .02 Special Tax Measure Committee. Director Tinsley began by reminding the Board of the meeting on Monday, September 21, 2015. President Leary suggested it be opened up to all the Board as a Special Meeting Workshop noting the importance of the meeting and the issue. By consensus that Board agreed for the meeting on Monday to be a Special Board Meeting Workshop that all the Board could attend.

Director Tinsley also invited the Board to further vet the Lew Edwards Group noting his concerns regarding their scope.

There was further discussion between the Board and Staff regarding the logistics of phoning into the Special Meeting on Monday with President Leary requesting Board Clerk Garrison get back to him with the proper procedure for his participation in the meeting.

12.0 APPROVAL OF REPORTS: None.

13.0 PUBLIC HEARINGS: None.

14.0 ACTION ITEMS:

- .01 Declaration of Surplus Property – Vehicle #119 1999 Chevy Malibu. There were no questions or comment by the Board and President Leary called for a motion. M/S Alaniz/Tinsley to declare Vehicle #119 1999 Chevy Malibu as surplus property. Motion carried by unanimous roll call vote of the Board.

- .02 Personnel Policy P-8, Revision 6, Employee Layoff. President Leary pointed out the revisions were primarily due to changes in staffing and then called for questions or comment. Director Earp posed several questions regarding specific positions and the addition of positions to the policy. Staff explained many of the positions were previously approved by the Board and not updated in the policy. Director Earp also asked several questions about the District's interaction with the Town on Disaster Preparedness as it applies to the positions noted in the policy. M/S Earp/Tinsley to approve Personnel Policy P-8, Revision 6 Employee Layoff as presented. Motion carried by unanimous roll call vote of the Board.

- .03 Personnel Policy P-18, Revision 6, Regular Compensation. Director Earp directed several questions to Staff regarding the position changes and placement in the policy. Discussion continued with regard to paragraph 2.3 and the language regarding the additional duties of exempt employees and their compensation. It was agreed that the work "quality" in paragraph 2.3 would be changed to "type". While the Board made a motion/second (Earp/Alaniz) to approve an amended policy Staff will be bringing P-18 back in September with the requested change for the Board's approval.

15.0 STAFF COMMENTS:

.01 Fire Chief Hultquist:

- a) Reported the PASIS' workers compensation check in the amount of \$1,021,801.98 had been received. President Leary asked the Chief several questions requesting clarification on the workers' comp funds noting it would be good to get a report when the new Finance Officer starts.
- b) Reminded the Board these workers compensation funds were from the District's former workers' compensation JPA and had already been deposited into the District's workers' comp account at Desert Community Bank further briefing the funds would be used to manage and pay the existing workers compensation claims described as the "tail".
- c) Replied to questions by the Board regarding how the funds were going to show up on financials with the Fire Chief noting that there would be two funds distinguishing between the old (prior to July 1, 2015) workers comp claims and the new fund that began on July 1, 2015.
- d) Announced the District's Honor Guard would be opening the State of the Town event the following day.
- e) Mentioned the Mud Run that benefitted the SHOCK program was coming up and invited the Board to attend noting the District would have resources there.
- f) Cited the training bulletin that had been sent out to the Board for the CSDA sponsored "Beyond the Brown Act" training that was being provided at no cost for participants and would be held the Mojave Water Agency on September 28 from 10 AM to Noon.

16.0 DIRECTORS' COMMENTS:

.01 Director Tinsley:

- a) Suggested we invite as many people as we can to the workshop on Monday.
- b) Requested letters of thanks be sent to other consultants that participated in the process.
- c) Announced there would be a Fire District table at the State of the Town with six seats to fill inviting the Fire Chief to sit there as well as Captain Peratt.

.02 Director Alaniz:

- a) Announced that she would not be present at the next Board meeting as she would be out of town.
- b) Noted she was looking forward to the meeting on Monday.
- c) Thanked Buddy (Peratt) and Doug (Qualls) for their comments and thanked them for their participation.

.03 Director Earp:

- a) Thanked Doug for his participation and support.
- b) Thanked Buddy for the firefighters and everyone at the District's support and work noting his appreciation.

.04 President Leary:

- a) Welcomed Chief Parsons back from his Strike Team deployment.
- b) Thanked Staff for their updates on the Strike Team deployments.
- c) Made remarks about his concerns and the seriousness of the special tax measure continuing and the task before "all of us".
- d) Pointed out the hard work ahead and need to get outside "our comfort level" to get the word out and get the measure passed,
- e) Concluded his remarks by saying there is a difficult task ahead and that we have to succeed.

17.0 CLOSED SESSION: None.

18.0 REPORT ON CLOSED SESSION: None.

19.0 FUTURE AGENDA ITEMS:

01. Personnel Policies. The request was made for Staff to meet with Director Earp to review the policies and then have Director Earp make a recommendation on how he would like to proceed.
02. On behalf of the Board, President Leary requested a Staff Report in the next couple of months on the Workers Compensation tail.
03. Director Tinsley requested the special tax measure be kept on the forefront and remarked that it would be beneficial to have a brief speech in 30 seconds or less that everyone could learn to explain the special tax measure to anyone who asks.

20.0 ADJOURNMENT: The meeting was adjourned at 7:00 PM M/S/P Earp/Jeffs.

ATTEST:



ROSE MARIE GARRISON
Recording Secretary



DAN LEARY
President