

APPLE VALLEY FIRE PROTECTION DISTRICT

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MINUTES OF REGULAR MEETING BOARD OF DIRECTORS

October 17, 2017

1.0 CALL TO ORDER: President Leary 6:01 PM

2.0 PLEDGE OF ALLEGIANCE: Director Karen

3.0 ROLL CALL:

Present: Vice President Jeffs, Director Karen, President Leary, Director Savage, Director Tinsley
Absent: None.

4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:

.01 Special Announcements.

a. Promotion of Captain Larry Soper to Battalion Chief. Chief Pambianco called Chief Soper forward and introduced him while highlighting Chief Soper's 34 years of service with the District with 30 of them being full time. The Fire Chief went on to recount Chief Soper's career beginning with being hired as a Paid Call Firefighter in 1983 and continuing with his promotions through the ranks as a full time Firefighter, Engineer and Captain before his promotion to Battalion Chief in August 2017. Chief Pambianco also noted Chief Soper's Employee of the Quarter award in 2004. His remarks were followed by Chief Soper's badge pinning by his wife Barbara.

b. Commission on Professional Credentialing – Fire Marshal Designation. The Fire Chief recognized Fire Marshal Jason Nailon for receiving the professional designation of Fire Marshal. Chief Pambianco went on to explain it is a voluntary program that the Fire Marshal participated in through the Center for Public Safety Excellence and pointed out there are only 129 such designations in the world. He further remarked that Fire Marshal Nailon had to demonstrate excellence in seven components including experience, education, professional development, professional contributions, association membership, community involvement and technical competence. The Fire Chief said the designation includes a peer review process and the designation is only for three years as the program requires re-credentialing to maintain the designation. The Fire Chief concluded by thanking and congratulating Fire Marshal Nailon on behalf of the District.

5.0 PUBLIC COMMENT: None.

6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None.

7.0 CONSENT AGENDA: President Leary asked if anyone had any questions regarding the Consent Agenda or wanted to pull any items. There was no further discussion.

.01 Personnel Report for September 2017

.02 Operations Reports for September 2017

.03 Community Risk Reduction Report for September 2017

.04 Fleet Services Program Report for September 2017

.05 Fiscal Report for September 2017

M/S Tinsley/Savage to approve the Consent Agenda as presented. Motion carried by unanimous voice vote of Board members present.

8.0 APPROVAL OF MINUTES:

.01 Minutes of Regular Meeting of September 19, 2017. President Leary called for questions or comment on the Minutes. There was no further discussion. M/S Karen/Jeffs to approve minutes of the September 19, 2017 regular board meeting. Motion carried by unanimous voice vote of Board members Jeffs, Karen, Leary and Tinsley with Director Savage abstaining due to absence at September 19, 2017 meeting.

9.0 CORRESPONDENCE: None.

10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

- a. **District Update.** President Leary thanked the Fire Chief for the update saying it looked good noting the Chief had shared a lot of information. President Leary remarked that re-doing the AMR lease was really important and thanked him for that.

The Fire Chief updated the Board that the Brush Patrol was going back in service within the next week without the foam pro pump. He explained that having the brush patrol back into frontline service in its first due was important and he didn't want to wait for the foam pro to arrive. Chief Pambianco relayed that this decision had been discussed with fleet staff and it was agreed the foam pro pump would be installed in the unit when it came in for its 3,000 mile service. Clarifying that the unit was in the District shop receiving some additional minor repairs the Fire Chief emphasized the importance of getting the apparatus back into service without waiting for the foam pro pump.

.02 Discussion Items: None.

11.0 BOARD COMMITTEE REPORTS:

- .01 Budget and Finance Committee.** President Leary announced that the Finance Committee had not met and there was no update.

12.0 APPROVAL OF REPORTS: None.

13.0 PUBLIC HEARINGS: None.

14.0 ACTION ITEMS:

- .01 Personnel Policy P-5, R21, Minimum Requirements for Promotion or Appointment Eligibility.** President Leary announced the action item and called on the Fire Chief for comment adding that he (President Leary) had some items he wished to discuss regarding the policy.

The Fire Chief stated that the policy had been updated based on the last committee meeting where he believed there was a consensus on the changes and Staff was presenting the policy based on that meeting. He went on to say it was his understanding there may additional language changes required and he was opening this item up to the Board for further discussion, changes or approval.

President Leary began his remarks by saying he wanted to take the Board back to the beginning of this policy update. Recalling to the Board the changes that had been temporarily made to the policy for the Measure A recruitment and that the changes were made on a temporary basis. Continuing with his explanation, President Leary said that what was presented (this evening) to the Board was a revision to the temporarily changed policy. Mr. Leary then listed the options the Board had at this meeting which were to: do nothing and the policy would revert to the previous policy (Revision 19); approve the new policy (Revision 21); or the Board could extend the current amended policy (Revision 20) with its expiration date of October 31, 2017. He continued by saying he personally did not think reverting to the original policy (Revision 19) was a good idea but would like to hear the rest of the Board's thoughts and comments on the other two options. The Board President added that he felt the Board needed time to go back and look at the original policy and do a review and comparison.

Director Karen commented that he noted the requirements for a Bachelor's Degree for Fire Chief had been reinstated in Revision 21 which he was glad to see. He asked Staff about the requirements for Emergency Services Officer being eliminated. There was discussion between Staff and the Board regarding that position and that of Paid Call Battalion Chief and why the requirements were being eliminated from the policy with Staff noting that the District had not filled those positions for some time and it was unlikely they would be filled again. Staff explained the positions and the job descriptions would remain approved but the requirements are not listed in P-5 because by the time, if ever, the District decided to fill the positions the requirements could change drastically.

There was Board discussion regarding their options and the urgency of making changes or extending the current policy (Amended Revision 20). Staff explained that the current policy was being used in the current Firefighter Paramedic and Engineer recruitment. President Leary commented that he felt the Board needed to see the changes from the original (Revision 19) to the new (Revision 21). Staff was directed to mark-up Revision 19 with all the changes and also submit a clean copy of Revision 21 so the Board can do a comparison and see what changes there are to educational requirements.

Chief Pambianco recommended that Personnel Policy P-5 be extended from October 31, 2017, to give Staff time to do a mark-up of Revision 19 and bring it back to the Board for review and comparison.

There was a brief discussion among the Board members about how long to extend the current Revision 20 and by consensus the Board agreed to extend the policy to the end of the year.

M/S Leary/Karen to extend the expiration date of Personnel Policy P-5, Revision 20 Minimum Requirements for Promotion or Appointment Eligibility to December 31, 2017. Motion carried by unanimous roll call vote of Board members present.

15.0 STAFF COMMENTS:

.01 Fire Chief Pambianco:

- a. Updated that things are moving along well.
- b. Announced the in-house recruitment for Engineer and the outside recruitment for Fire Fighter Paramedic reporting both positions had been flown and testing was to follow.
- c. Briefed the Board that the Stakeholder Forum for Fire Chief had taken place the day before with both an employee stakeholder group and a community stakeholder group.
- d. Responding to a question by Director Karen, the Chief briefed that there were two strike teams out: OES 335 and Engine 331. Explaining that both engines had been dispatched as individual strike teams and had initially been sent to the fires in Orange County. The Chief further remarked that once demobilized from those fires both engines had been moved to the fires in Napa and Sonoma. Chief Pambianco explained that Engine 331 had been released but on the way home was re-dispatched to another small incident along the way. The Fire Chief said this was a small incident and he didn't expect them to be away much longer. He concluded by saying the OES was expected back on October 18.
- e. Reported the District was staffing Fire Station 335 24/7 at CalFire's request since Friday, October 13th and would likely continue to do so through Monday (October 23).

16.0 DIRECTORS' COMMENTS:

.01 Director Karen:

- a. Congratulated Chief Soper on his promotion.
- b. Thanked and congratulated Jason on his recognition noting 'you always do a good job for us'.
- c. Thanked Chief Pambianco for the great job.
- d. Shared his recent experience at St. Mary's hospital while there for an injury sustained by his son and was able to witness firsthand the emergency room packed with people and five ambulances waiting there.

.02 Director Tinsley:

- a. Agreed with all Director Karen's comments.
- b. Noted that things seem to be running smoothly.
- c. Observed that he hoped things were getting better at St. Mary's with the ambulances.
- d. Referenced a recent survey he participated in with St. Mary's and was asked what they (hospital) could do to improve and he said "ambulances".

.03 Director Savage:

- a. Congratulated Chief Soper.
- b. Called out Fire Marshal Nailon as a "rock star"
- c. Thanked the Fire Chief noting 'everything looks sharp'

- .04 Vice President Jeffs:
 - a. Thanked Chief Soper for all of his years of service and acknowledged and thanked Barbara Soper for coming in for the pinning.
 - b. Addressed Fire Marshal Nailon "well done, very impressive".
 - c. Told Chief Pambianco he was doing a great job.
 - d. Thanked the Finance Officer for catching everything up.

- .05 President Leary:
 - a. Echoed everyone's comments regarding Chief Soper and thanked Barbara Soper for coming to the meeting.
 - b. Congratulated Fire Marshal Nailon.
 - c. Remarked that it was a tough month for first responders referencing the fires in both Orange County and Northern California.

17.0 **CLOSED SESSION:** President Leary addressed the assembly that the Board would now be going to closed session announcing the matter as Fire Chief Recruitment remarking there would likely not be any action or announcements following the Closed Session.

- .01 Public Employee Fire Chief Recruitment (Gov't Code §54957(b))
District Representative: Doug Qualls

M/S/P Leary/Karen to adjourn to closed session at 6:34 PM.

The Board returned into Open Session at 7:24 PM.


18.0 **REPORT ON CLOSED SESSION:** President Leary announced out of closed that the Board had agreed to reimburse Fire Chief Candidates for travel expenses as follows:


- .01 The Board approved the reimbursement of \$300 for travel expenses to candidates who came to the Stakeholder Forum on Monday, October 16, 2017.
- .02 The Board approved the reimbursement of \$500 for travel expenses to candidates who came to the Board of Directors' Fire Chief interviews on Monday, October 23, 2017.
- .03 President Leary announced the Board had reviewed the documentation from the testing and the forum and would be interviewing three candidates at a special board meeting on October 23, 2017. He requested Staff proceed with making arrangements for a venue for the special board meeting noting they would probably need the venue from 8 AM to 4 PM.

19.0 **FUTURE AGENDA ITEMS:** None.

20.0 **ADJOURNMENT:** The meeting was adjourned at 7:27 PM M/S/P Tinsley/Karen.

ATTEST:


ROSE MARIE GARRISON
Recording Secretary


DANIEL J. LEARY
President