

APPLE VALLEY FIRE PROTECTION DISTRICT

22400 Headquarters Drive ☐ Apple Valley California 92307
(760) 247-7618 ☐ FAX (760) 247-3895

MINUTES OF SPECIAL MEETING BOARD OF DIRECTORS

December 11, 2012

1.0 CALL TO ORDER: President Barnes at 4:00 p.m.

2.0 PLEDGE OF ALLEGIANCE: Led by Director Hanson

3.0 ROLL CALL: Delayed until after new Directors sworn in.

4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:

.01 Oath of Office. Chief Hultquist called each newly elected Director of the Board forward to be sworn into office by the Fire Chief as Secretary of the Board. The first person called was Virgil Barnes followed by Dan Leary and Cliff Earp respectively.

Break in Special Announcements/Presentations for Roll Call.

ROLL CALL:

Present: Director Hanson, Director Cusack, Director Gabler, Director Barnes, Director Leary and Director Earp

Absent: None

.02 Designation of Board President and Vice President. Presiding over the Board, Director Barnes called for nominations for Board President and Board Vice President.

M/S Earp/Leary to nominate Virgil Barnes as President of the Board. Motion carried by unanimous voice vote of current Board Directors Earp, Leary, Hanson and Barnes.

M/S Earp/Barnes to nominate Lars Hanson as Vice President of the Board. Motion carried by unanimous voice vote of current Board members Directors Earp, Leary, Hanson and President Barnes.

.03 Presentation of Service Pins. Chief Hultquist called each recipient forward to receive their service pins as follows:

EMPLOYEE	DATE OF HIRE	SERVICE YRS	ATTENDED
Rosie Garrison	07/10/2007	5 years	Present
Janet Pearce	07/09/2007	5 years	Present
Matt Dowland	12/28/2002	10 years	Present
Jennifer Eisenbrey	10/28/2002	10 years	Present
James Lyons	03/23/2002	10 years	Did Not Attend
Susan Mulvaney	10/15/2002	10 years	Present
Robert Simpson	11/26/2002	10 years	Did Not Attend

.04 Employee of the Year. The Fire Chief called Shane Simpson and his wife Robin to the podium announcing Firefighter/Paramedic Shane Simpson as 2012 Employee of the Year. Chief Hultquist gave a brief overview of Shane's career with Apple Valley Fire and noted his positive and service focused attitude were significant in his selection as Employee of the Year. The Chief also noted that Shane's contributions and leadership during the difficult loss

of the one of the Fire District employees last summer were greatly admired and appreciated by everyone in the Fire District family.

5.0 PUBLIC COMMENT:

.01 Doug Qualls, former Fire Chief of the Fire District, congratulated the tenured employees on their service pins. Mr. Qualls then addressed the Board and extended his congratulations to newly elected Board members Virgil Barnes, Dan Leary and Cliff Earp. He noted that the Fire District has had a long history of seeking out and getting a high caliber of individual for its Board and further commented he believed that the new Directors fit those criteria. Mr. Qualls voiced his thanks to outgoing Board members Larry Cusack, Rick Cambridge, and Pat Gabler for their years of service pointing out their "fine example of selflessness and models" for the new Board members.

6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None

7.0 CONSENT AGENDA:

01. Personnel Report for November 2012
02. Operations Report for November 2012
03. Fire and Life Safety Report for November 2012
04. Community CPR & First Aid Training Report for November 2012
05. Emergency Management Program Report for November 2012
06. Fleet Services Program Report for November 2012
07. Hazard Abatement Report for November 2012
08. Fiscal Report for November 2012
09. EMS Report: None

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

8.0 APPROVAL OF MINUTES: Prior to the approval of minutes, President Barnes noted for the record that the minutes of the November 20, 2012 meeting would be approved as a matter of record for the Fire District. The Board members present did not represent a quorum of Board members present at the November 20th meeting due to the elections and transition of office.

.01 Minutes of Regular Meeting of November 20, 2012. M/S Hanson/Barnes to approve minutes of the November 20, 2012 meeting as presented. Motion carried by unanimous voice vote of the Board.

9.0 CORRESPONDENCE:

.01 President Barnes asked for comments on correspondence noting it was available for review in the binder.

10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

a) Proposed and Current Development within the District. No discussion.

.02 Discussion Items:

a) Assignment of Board Committees. Chief Hultquist explained that the recent change in Board members has created the need to fill openings in the Budget, Communications and Board Vacancy committees. Discussion followed among Board members. By consensus of the Board resulting in Director Earp and President Barnes agreeing to seats on the Budget Committee and Vice President Hanson and Director Leary taking the

Communications Committee. To help with transition it was also agreed that it would be beneficial for former Director Cusack to be invited to the next Communications Committee. The Directors also agreed by consensus that former Director Cambridge be contacted and invited to the next Budget Committee meeting.

11.0 BOARD COMMITTEE REPORTS: None

12.0 APPROVAL OF REPORTS: None

13.0 PUBLIC HEARINGS: None

14.0 ACTION ITEMS:

- .01 Annual Audit for Fiscal Year Ending June 30, 2012: Finance Director Reynolds began by welcoming the new Directors and went on to describe the fiscal year end annual requirement for all public agencies to be audited by an outside Certified Public Account agency.

Mr. Reynolds explained that the Fire District's report is a "clean opinion" which is the gold bar standard. He asserted that even though the District had a 2 million dollar loss of revenue over the last several years due to property tax decreases, Moody's has given us the highest short term rating. M/S Earp/Leary to accept annual audit as presented. Motion carried by unanimous roll call vote of the Board.

- .02 Resignation of Director Larry Cusack: President Barnes noted that Director Cusack has been elected to the Apple Valley Town Council and therefore has tendered his resignation. M/S Leary/Earp to accept resignation as presented. Motion carried by unanimous roll call vote of the Board.

- .03 Board Vacancy: Fire Chief Hultquist explained that Staff is recommending to fill the Board vacancy produced by Director Cusack's resignation through an appointment process. Discussion followed between Staff and the Board regarding the election versus appointment process to fill the vacancy. M/S Barnes/Earp to fill board vacancy by appointment. Motion carried by unanimous roll call vote of the Board.

President Barnes recommended the formation of a committee to help develop questions and validate the applications of potential candidates. He further recommended that the entire Board be involved in the interview process. By consensus the Board agreed the Board Vacancy Committee would bring their recommendations to a Special Meeting on Tuesday, January 29, 2013 at 6:00 p.m. The Board will appoint the new Director at that time. The Directors agreed the Board Vacancy Interview Committee will include Director Earp and Director Leary.

15.0 STAFF COMMENTS:

- .01 Fire Chief Hultquist:
- a. Commented on the success of the Secret Santa program and how it reinforces what the spirit of Christmas is all about.
 - b. Noted that he attended the annual Explorer Banquet and thanked Brian Pachman for his work with the Explorer program. Mentioned that he enjoyed seeing Director Cusack and Vice President Gabler at the event.
 - c. Invited everyone to attend the Fire District Christmas potluck December 15, 2012 at Station 336.

- d. Thanked Vice President Gabler, Director Cusack and Director Cambridge for their service on the Board.
- e. Welcomed the two new Board members.

.02 Deputy Fire Marshal Jason Nailon:

- a. Reflected on the success of Secret Santa program which hosted a little over 250 kids. Noting special thanks to President Barnes, Director Cambridge and Vice President Hanson for attending the event and emphasizing his appreciation to Brian Pachman and Explorers for setup and cleanup.
- b. Asserted that generous donations totaling \$10,000 from AV Senior Center and AV Ranchos Water made the event possible.
- c. Concluded by agreeing with former Fire Chief Qualls by thanking Vice President Gabler and Cusack for their service.

.03 EMS Manager Guarrera:

- a. Thanked the outgoing Board members for their support and diligence to Fire District customers.
- b. Added that he is looking forward to working with the new Board members in serving the Apple Valley community.

.04 Fleet Services Manager Ryan:

- a. Echoed EMS Manager Guarerra's sentiment in thanking the outgoing Board members for their service and welcoming the new Board members; inviting them to tour the shop at any time.

.05 Captain Peratt:

- a. Thanked all incoming and outgoing Board members for their commitment to the Fire District.
- b. Reflected on his personal relationships with each Board member specifically noting Vice President Gabler as someone that he could go to and discuss personal and professional subjects.
- c. Spoke of his excitement for Director Cusack to be a part of Apple Valley Town Council.
- d. Congratulated all Employee of the Year candidates.
- e. Mentioned the Spark of Love Toy Drive and how the Fire District gives back during this time of year.

16.0 DIRECTORS' COMMENTS:

.01 Director Leary:

- a. Noted that the learning curve will be steep and he hopes that he will learn quickly.
- b. Remarked that he appreciates all the support, kind words and words of encouragement he has received in the past few months.
- c. Concluded that he is glad to be here.

.02 Director Earp:

- a. Commented that both the Board and Fire District employees should be complimented for cooperation in budget matters.
- b. Thanked Director Cusack, Vice President Gabler and Director Cambridge for their service.
- c. Noted that it is an honor to be a member of the Board.
- d. Congratulated employees of Apple Valley Fire District for the reputation and persona of the Fire District.

- e. Added that he is looking forward to being part of the Fire District team.
- .03 Vice President Gabler:
- a. Reflected on the learning experience and fun he has had on the Board through good times and bad.
 - b. Welcomed the new Board members and wished them good luck.
 - c. Applauded the Fire District employees for doing such a great job noting that he holds no other agency higher.
- .04 Director Cusack:
- a. Observed that it has been an honor to serve on the Board noting specifically the great employees, staff and PFA support.
 - b. Remarked that he feels his move to the Apple Valley Town Council will allow him to continue to support the Fire District.
- .05 Vice President Hanson:
- a. Welcomed President Barnes back to the Board pointing out that he looks up to him for little and big things.
 - b. Welcomed Directors Earp and Leary to the Board.
 - c. Offered farewell to Director Cusack and Vice President Gabler.
 - d. Congratulated the employees who received service pins noting that longevity is one of the bench marks of a fine organization.
 - e. Congratulated Shane Simpson on his Employee of the Year award.
 - f. Thanked the employees involved in the Secret Santa program.
 - g. Thanked the Board for selecting him as Vice President of the Board asserting that he will do his best to serve the Board.
- .06 President Barnes:
- a. Congratulated nominees for Employee of the Year emphasizing Shane in his selection for the award.
 - b. Congratulated all employees who received longevity pins.
 - c. Thanked both Deputy Fire Marshal Nailon and Brian Pachman for their involvement with the Secret Santa program.
 - d. Thanked the AV Seniors and AV Ranchos Water for making the Secret Santa program possible.
 - e. Noted how impressed he was with John Ryan and his staff for their work on the Fire Chief's vehicle.
 - f. Congratulated Director Cusack on his election to the Town Council adding that he feels Larry will serve the community well.
 - g. Thanked Vice President Gabler for his service, his insightful questions and advice over the years.
 - h. Welcomed the two new Board members.
 - i. Added his agreement with former Fire Chief Qualls that this is a good Board that wants to do the business of the Community.

17.0 CLOSED SESSION:

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

Session item was read aloud noting Government Code and the meeting adjourned to closed session at 4:48 p.m.

The meeting reconvened to open session at 5:05 p.m.

18.0 REPORT ON CLOSED SESSION: None

19.0 FUTURE AGENDA ITEMS: None

20.0 Adjournment: The meeting was adjourned at 5:07 p.m. M/S/P Hanson/Earp

ATTEST:

Original Signature on File
ROSE MARIE GARRISON
Recording Secretary

Original Signature on File
LARS HANSON
Vice President

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MINUTES OF SPECIAL MEETING BOARD OF DIRECTORS

December 20, 2012

1.0 CALL TO ORDER: President Barnes at 10:00 a.m.

2.0 PLEDGE OF ALLEGIANCE: Led by Director Earp

3.0 ROLL CALL:

Present: Director Earp, Director Leary, Vice President Hanson, President Barnes

Absent: None

4.0 PUBLIC COMMENT: None

5.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None

6.0 CLOSED SESSION:

.01 Public Employee Workers Compensation Matter. (Government Code Section 54957)

Session item was read aloud noting Government Code and the meeting adjourned to closed session at 10:01 a.m.

The meeting reconvened to open session at 10:13 a.m.

7.0 REPORT ON CLOSED SESSION: None

8.0 ACTION ITEMS:

.01 Resolution 12-013. ASM Garrison presented Resolution 12-013 making findings and determinations regarding the industrial retirement application of Gregory E. Prochnow for the Board's approval.

M/S Earp/Leary to adopt Resolution 12-013 as presented. Motion carried by unanimous roll call vote of the Board.

9.0 Adjournment: The meeting was adjourned at 10:15 a.m. M/S/P Hanson/Earp

ATTEST:

Original Signature on File
ROSE MARIE GARRISON
Recording Secretary

Original Signature on File
LARS HANSON
Vice President