

# APPLE VALLEY FIRE PROTECTION DISTRICT

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

July 19, 2022

1.0 CALL TO ORDER: President Leary 6:00 PM.

2.0 INVOCATION AND PLEDGE OF ALLEGIANCE:

.01 Invocation: Chaplain Joel Brantner

.02 Pledge of Allegiance: Vice President Conley

3.0 ROLL CALL:

Present: Vice President Conley, Director Hernandez, Director Hultquist, President Leary Director Salas

Absent: None

4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS: None

5.0 PUBLIC COMMENT:

.01 Public Comment. President Leary noted that Richard Cambridge had requested to give public comment adding that Mr. Cambridge was a past Board Member and that many of the fiscal decisions that had been made to help the District over the years were during Mr. Cambridge's tenure on the Board. Mr. Cambridge noted that he has been a resident of Apple Valley for many years. He gave a brief history of the Fire District, past Fire Chiefs, Measure V and Measure A and fiscal decisions that had been made over the years. He concluded by noting that there is a current vacancy for Fire Chief at the District and that there is a local choice of a person who knows the Apple Valley community, grew up in the community, has worked as interim Chief in the past, is qualified and the right person for the job. He recommended to the Board that they consider Buddy Peratt for the Fire District's next Fire Chief.

6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT:

.01 The Board thanked Mr. Cambridge for his comments.

7.0 CONSENT AGENDA: President Leary asked if everyone had a chance to review the reports presented and if anyone had questions or comments. There was a short discussion about revenues at 100%.

M/S Hultquist/Conley to accept Consent Agenda items as presented.

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by voice vote.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

8.0 APPROVAL OF MINUTES:

.01 Minutes of the Special Board Meeting held on June 4, 2022. President Leary asked if everyone had a chance to go over the minutes presented and if there were any questions or discussion. There were no questions or comments.

M/S Leary/Conley to approve minutes of the June 4, 2022 special board meeting.

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by voice vote.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

- .02 Minutes of the Special Board Meeting held on June 8, 2022. It was noted that the time of the meeting was in error and needed to be changed to 7:00 PM.

M/S Leary/Conley to approve minutes of the June 8, 2022 special board meeting with the amendment to correct the time of the meeting.

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by voice vote.  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

- .03 Minutes of the Regular Board Meeting held on June 21, 2022. Director Hultquist noted he would abstain from the vote as he was not in attendance.

M/S Leary/Conley to approve minutes of the June 4, 2022 special board meeting.  
Directors Conley, Hernandez, Leary and Salas voted aye by voice vote.  
Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

- 9.0 CORRESPONDENCE: President Leary noted one letter of correspondence that was complementary towards staff noting the good job with one of the citizens regarding weed abatement.

#### 10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

- a. November 2022 Election – Board Seats. Interim Fire Chief Peratt explained the documentation from the County of San Bernardino Registrar of Voters which listed the open Board seats. There was a short discussion regarding open seats and the Districting the Fire District had adopted.

.02 Discussion Items:

- a. Response from Public Comment – Town’s End. Interim Fire Chief Peratt noted he had prepared the information in response to business owner Chet Hitt’s concerns brought to the Board at the June Board meeting via Public Comment. He discussed fees paid and added that he would bring more information on the citation process to the next Board meeting. He discussed the current fee study and DIF study noting both these items would be brought before the Board and the public at a Board meeting that would include public hearings. There was some discussion between Board and Staff regarding the studies, seeing where the District stands in comparison to the Town and other agencies and being good stewards of the tax payer dollars. Director Hultquist noted that citations are a standard practice across the board for enforcement of fire related violations.

#### 11.0 BOARD COMMITTEE REPORTS:

- .01 Finance Committee. President Leary noted that the Finance committee had met. He and Director Hernandez briefed the Board that the finance committee had talked about both CIP and OPEB noting Staff’s good analysis and projections for CIP to include a plan to increase 2% every year instead of a large jump at 10% every 5 years. It was also briefed that OPEB is very healthy at 97% funding.

#### 12.0 APPROVAL OF REPORTS: None.

#### 13.0 PUBLIC HEARINGS: None

14.0 ACTION ITEMS:

- .01 Resolution 22-014 Designation of Applicant's Agent Resolution for Non-State Agencies (Cal OES Form 130). Interim Fire Chief Peratt briefed that this is the required Resolution to update the designated Staff to conduct business with California Office of Emergency Services and that this resolution was needed to clean up the list of signees to remove Chief Harrison and Finance Officer Shaker and updated to the current Board of Directors.

M/S Hultquist/Hernandez to Approve Resolution 22-014 Designation of Applicant's Agent Resolution for Non-State Agencies (Cal OES Form 130).

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by roll call vote.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

- .02 Personnel Policy P-3, Revision 9 Authorization of Positions. Interim Fire Chief Peratt noted that this policy is updated to make changes to the Administrative Services Manager position (ASM) to exempt, and to remove positions that are outdated, vacant and haven't been utilized or been in the budget for years. He added this was the first step in beginning a review of all Personnel Policies in order to update any outdated policies and bring before the Board for review and approval. It was noted by the Board that the use of Finance Officer and Finance Director were different in Personnel Policy P-3 and other policies presented. Staff noted the position of Finance Director would be changed to Finance Officer to align with District wage schedule.

M/S Salas/Hernandez to Approve Personnel Policy P-3 Revision 9 Authorization of Positions with noted corrections.

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by roll call vote.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

- .03 Personnel Policy P-21, Revision 11 Compensatory Time/Executive Time: Interim Fire Chief Peratt briefed the Board on the use of compensatory time and the fiscal impact on the Fire District. He noted the changes made to policy and language to address the amount of hours working, max of hours authorized and cash out amounts.

M/S Conley/Hultquist to Approve Personnel Policy P-21, Revision 11 Compensatory Time/Executive Time

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by roll call vote.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

- .04 Personnel Policy P-18, Revision 7 Regular Salaries. Interim Fire Chief Peratt noted that this policy is brought before the Board to clean up language to align with current Memorandum of Understanding language, positions listed and designating the Administrative Services Manager (ASM) as an exempt position.

M/S Salas/Hultquist to Approve Personnel Policy P-18, Revision 7 Regular Salaries

Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by roll call vote.

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

15.0 STAFF COMMENTS:

- .01 Interim Fire Chief Peratt:

- Briefed that there have been two deaths closely related to the District recently. A spouse of a retired Captain and Greg Coon, the Fire District's Hazmat Reserve. He added that District Personnel have been supporting both families
- Noted the District's participation in the Freedom Festival
- Spoke about the current Battalion Chief (BC) testing and the intention to appoint one of the candidates as interim to backfill the current BC vacancy

- Announced that the District's new hire academy starts Monday with three Firefighter/Paramedics and three Limited Term Firefighters
- Noted that Staff is working on presenting updates to policies adding that many current policies are outdated and the intention is to go through a few at a time and present to the board for approval
- Reflected on the District's recruitment and retention challenges adding that he would be presenting some information on recruitment to the board at an upcoming Board meeting
- Let the Board know he would be bringing a CIP presentation forward at the next Board meeting
- Thanked Mr. Cambridge for his comments noting it had been a privilege to work with him when he was a board member
- Thanked the Board, Staff and PFA for being patient during the transition adding it has been a pleasure to serve as interim Fire Chief
- Announced that at the August Board meeting the District plans on a badge pinning ceremony for new hires so the meeting will start out in the bay to accommodate extra people

16.0 DIRECTORS' COMMENTS:

.01 Director Hultquist:

- Thanked Rick Cambridge for being on the board when he was Fire Chief adding that Rick is a good man and has done a lot for the community of Apple Valley
- Noted his sadness for the passing of Greg Coon, that they had worked together and that he would be missed
- Gave his condolences for the loss of Christy
- Remarked that he is glad to see the District hiring full time and limited term Firefighters

.02 Director Salas

- Commended Staff on the update of Personnel Policies
- Echoed condolences for the passing of Christy and Greg
- Said she loved that Rick Cambridge came to speak on behalf of Chief Peratt adding that she had done the same thing for a Chief that was later hired.
- Thanked the crews, asked them to keep up the good work noting the school presentations they had done and that it is great to see them out in community

.03 Vice President Conley

- Thanked everyone for the good work being done

.03 President Leary

- Asked Chief Peratt to express condolences to both families on their losses
- Thanked everyone for a good job
- Noted his appreciation for everything being worked on specifically the CIP information and cleanup of policies adding he looks forward to reviewing the rest of the policies

17.0 CLOSED SESSION: None

18.0 REPORT ON CLOSED SESSION: None

19.0 FUTURE AGENDA ITEMS: None

20.0 ADJOURNMENT:

The meeting was adjourned at 7:00 PM M/S/P Conley/Salas

ATTEST:

Original Signature on File  
KIMBERLY LOPEZ  
Recording Secretary

Original Signature on File  
DANIEL J LEARY  
Board President