

APPLE VALLEY FIRE PROTECTION DISTRICT

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

August 16, 2022

- 1.0 CALL TO ORDER: President Leary 6:00 PM.
- 2.0 INVOCATION AND PLEDGE OF ALLEGIANCE:
 - .01 Invocation: Chaplain Paul Gostanian
 - .02 Pledge of Allegiance: Director Hernandez
- 3.0 ROLL CALL:
Present: Vice President Conley, Director Hernandez, Director Hultquist, President Leary, Director Salas
Absent: None
- 4.0 SPECIAL ANNOUNCEMENTS/PRESENTATIONS:
 - .01 New Hire Badge Pinning. Interim Fire Chief Peratt called each new employee forward and gave a brief summary about each of them. He then called forward the individual pinning the employee's badge.
 - a. Firefighter/Paramedic Carlos Haynie badge pinned by his wife Julia Haynie
 - b. Firefighter/Paramedic Bryan McKeon badge pinned by his mother Beckie Gomez
 - c. Firefighter/Paramedic Mathew Phillips badge pinned by his fiancé McKenna Deaton
 - d. Limited Term Firefighter Garrett Harbridge badge pinned by his father Mike Harbridge
 - e. Limited Term Firefighter Cory Syverson badge pinned by his wife Kristin Syverson
 - f. Limited Term Firefighter Ismael Villegas badge pinned by his mother Christina Villegas
 - .02 Employee of the Quarter 3rd Quarter 2022. Chief Peratt announced that the employee of the quarter is Captain Shaun Grover and called him to the front to receive the award. Chief Peratt noted that Captain Grover manages all of the PPE and uniform budget and does a great job at budgeting and finding hard to get items. He congratulated Captain Grover on the award.

At this time a 15 minute break was observed so that the meeting could continue in the founder's room.

- .03 New Hire Academy 9 Video. Interim Fire Chief Peratt called Battalion Chief Mejia forward. Chief Mejia gave a briefing on the recent new hire academy and played a short video for the Board.
- 5.0 PUBLIC COMMENT: None
- 6.0 DIRECTORS' RESPONSE TO PUBLIC COMMENT: None
- 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 some discussion about inspection numbers on the CRRD report and the amount of weed abatement inspections completed in the Month of July.

M/S Conley/Salas 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 Regular Board Meeting held on July 19, 2022.

M/S Hernandez/Hultquist to approve minutes of the July 19, 2022 regular board meeting.
Directors Conley, Hernandez, Hultquist, Leary and Salas voted aye by voice vote.
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

9.0 CORRESPONDENCE: None

10.0 INFORMATION & DISCUSSION ITEMS:

.01 Information Only Items:

- a. Citation Process. President Leary called on Interim Chief Peratt brief on the Fire District's citation process. There was discussion about the history of the citation process and initial inception/adoption. Chief Peratt noted that setting objectives and goals along with the upcoming adoption of new fire code will allow the District to update and correct processes going forward.

Following the discussion the Board gave Staff unanimous direction to stay within applicable Government code on administrative citations until Staff can come back to the board with an accurate, updated resolution for approval.

.02 Discussion Items:

- a. Capital Improvement Plan (CIP). President Leary asked Interim Chief Peratt to brief the Capital Improvement Plan presented. Chief Peratt noted that the CIP plan is part of the budget process to review and discuss each year. Chief Peratt reviewed the history of the CIP, status of apparatus and facilities, a 15 year plan and increase in contributions to CIP in his presentation. Following Chief Peratt's presentation there was discussion between board members and staff regarding the shop and improvements to that area, funding of the CIP and continued review of the program.

11.0 BOARD COMMITTEE REPORTS:

- .01 President Leary briefed that there is no finance committee report. He added that he and Chief Peratt had attended a CONFIRE meeting that involved ambulance service and estimates for CONFIRE to bid on ambulance service. Chief Peratt gave a brief overview of how the process for CONFIRE to bid for the Countywide Contract and other agencies that would possibly be bidding as well. Some discussion followed regarding the bidding process, consultants, agencies and County Chief's involvement.

12.0 APPROVAL OF REPORTS: None.

13.0 PUBLIC HEARINGS: None

14.0 ACTION ITEMS:

- .01 Resolution 22-015 State Mandated Annual Inspections. President Leary recalled that this is an annual Resolution required to report on the State inspections and asked Interim Fire Chief Peratt to expand on the resolution. Chief Peratt briefed that every year this Resolution is filed to give a status to the board of where the District stands on State Mandated Inspections. There was some discussion pertaining to possible penalties, goals and objective moving forward to meet State Mandated Inspection requirements, what the inspections entail, the use of engine companies to complete inspections and proactive efforts to be made to educate property owners. The Board requested updates on the progress of these inspections. Chief Peratt briefed that there would be an education period and then inspections would begin after January 1, 2023 adding that once inspections begin Staff will keep the board apprised.

M/S Hultquist/Conley to Approve Resolution 22-015 State Mandated Annual Inspections.

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-1, Revision 2 General Provisions. Chief Peratt reminded the board that one of staff's goals is to review Personnel Policies to bring before the board each meeting for review and approval. He noted that the changes to Policy P-1 are to remove language pertaining to hard copies of policies which are now electronically accessed.

M/S Hernandez/Conley to Approve Personnel Policy P-1, Revision 2 General Provisions

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-2, Revision 1 Authorities Relating to Personnel Matters. Chief Peratt briefed that there are no changes to this policy and that it is presented as an opportunity for the Board to review and make any recommendations for changes. He added that the policy was last updated in 1996 and if there are no recommended changes the date would be updated to reflect a recent review period.

M/S Hultquist/Salas to Approve Personnel Policy P-2, Revision 1 Authorities Relating to Personnel Matters

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 the District would be attending the State of the Town event
- Noted the District would be participating in several Sept 11th remembrance ceremonies including one at Town Hall
- Announced that an Open House has been scheduled in October at Station 311 and that this will be a great event for the Apple Valley Community to come out and see the local station, participate in kid's activities and showcase the station renovations
- Requested a finance committee meeting in the month of September to discuss recruitment and retention presentation and budget prior to the September board meeting
- Noted that the carpet at Station 331 had been completed and thanked Staff for hard work and effort on the remodel project

16.0 DIRECTORS' COMMENTS:

- .01 Vice President Conley

- Added his appreciation for the remodel projects
- Remarked at the great presentations and gave his congratulations to all new employees and employee of the quarter

- .02 Director Hernandez

- Congratulated all the employees recognized
- Thanked everyone for their hard work

- .03 Director Hultquist:

- Congratulated all the new employees, Rob Qualls on Interim Battalion Chief position and Captain Grover for his Employee of the Quarter award adding how great it is to see all the families at presentations like tonight's
- Remarked how awesome the training video was adding that doing the video in house was also great
- Noted that he really likes the fire station improvements especially the red doors

.04 President Leary

- Noted that the Station 331 remodel looks great. Commended District employees for the work they put in and that he is conscious of the fact that employees do a lot of the work themselves to save money
- Commented on the family atmosphere of the District and how everyone pitches in on projects
- Remarked that it is always good to see the training going on at the District

.05 Director Salas

- Echoed congratulations to new employees and employee of the quarter
- Stated that everyone should keep up the great work

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 7:18 PM M/S/P Conley/Hernandez

ATTEST:

Original Signature on File
KIMBERLY LOPEZ
Recording Secretary

Original Signature on File
DANIEL J LEARY
Board President