

MINUTES



REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ALPINE FIRE PROTECTION DISTRICT

FIRE STATION 17 (MEETING ROOM) 1364 TAVERN RD, ALPINE

TUESDAY, JULY 16, 2019 - 5:00 P.M.

All exhibits described here are available for public inspection at the time and date as listed above or prior to such meeting when reports are ready in the fire station. Persons with a disability requesting disability-related modifications or accommodations, including auxiliary aids or services in order to participate in the public meeting may do so by contacting the Clerk of the Board at (619) 445-2635 during regular office hours. Notification 24 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

1) ATTENDANCE AT THE REGULAR MEETING

Board Members arriving after the meeting begins will be noted PRESENT at the point in which they arrive. Board Members leaving the meeting will be noted ABSENT at the point that they leave and PRESENT at the point they reenter the meeting.

The meeting was called to order at 5:00pm by Director Easterling. Roll call by Clerk of Board Alicea Caccavo. Directors in attendance: Easterling, Mann, Price, Taylor and Willis. Also present, Fire Chief Bill Paskle, Legal Counsel Steve Fitch, Clerk of the Board Alicea Caccavo and Clerk of the Board in Training Hannah Hughes.

2) PLEDGE OF ALLEGIANCE

Led by Fire Chief Bill Paskle

3) INVOCATION

Given by Chaplin Drew Macintyre

4) APPROVAL OF AGENDA

Motion to approve agenda as presented.
(M/Mann 2nd/Taylor Approved 5-0)

5) APPROVAL OF MINUTES

1. Approval of the Minutes of Regular Meeting June 18, 2019 (pgs. 4-7)
Motion to approve minutes as presented.
(M/Price 2nd/ Mann Approved 5-0)

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6) PUBLIC HEARING ON AGENDA ITEMS

The public may comment on any matter on the agenda at this time or may request of the Board that public comment be heard immediately prior to the Board taking action on a particular item. If there are no requests for further public comment on a particular matter then this portion of the agenda shall conclude public comment on all agenda items. **Read. Fire Chief introduced new part-time Administrative Assistant, Hannah Hughes to Board of Directors.**

7) DISCUSSION – POSSIBLE ACTION ITEMS

1. **Resolution 19/20-01 – Establishing Committed Fund Balances for FY19/20. Discussion/Action/Roll Call Vote.** To approve and adopt annual Resolution 19/20-01 establishing committed fund balances for FY19/20. (Staff Report pg. 8) (Resolution pgs. 9) **Director Taylor asked for clarification on the funds listed in the resolution, Finance Officer Caccavo explained the permanency of the funds once approved. Fire Chief Paskle noted that economic uncertainty fund is back to \$900,000. Motion to approve and adopt Resolution 19/20-01 Establishing Committed Fund Balances for FY 19/20 as presented. Roll Call Vote: Aye (5) Easterling, Price, Mann, Taylor, Willis (M/Taylor 2nd/ Mann Approved 5-0)**
2. **Final Budget FY2019-2020 – First Hearing. Hearing Only / Discussion.** (Budget pgs. 10) (Changes pg. 23) **Finance Officer Caccavo clarified questions regarding Unfunded Accrued Liability (UAL) and strategy to pay; and CERT program funding.**
3. **Annual Report on Staffing Directive. Discussion Only.** Fire Chief to discuss annual staffing directive. (Staff Report pg. 24) **Fire Chief Paskle reviewed page 24 of the agenda regarding the staffing directive.**
4. **Board and Board of Director Policies. Discussion/Action.** To review and approve policies# 1001-1012. (Policy # 1001-1012 pgs. 27-47) **Motion to discuss. No discussion on specific policies #1001-1012. (M/Price 2nd/ Mann Approved 5-0)**

8) CONSENT CALENDAR

1. Financial Report – June 2019 (pgs. 48-75)
 2. Investment Portfolio as of June 30, 2019 (pg. 76)
Director Taylor asked for clarifications on investments and end dates to some investments and the plan for future investments.
 3. Quarterly Investment Report (pgs. 77-90)
 4. Employee Reimbursement Report – June 2019 (pg. 91)
- Motion to approve Consent Calendar as presented.**
(M/Taylor 2nd/ Price Approved 5-0)

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9) REPORTS – Information Only

1. Fire Chief (pgs. 92-94)
Fire Chief Paskle points out on pg. 92 of the agenda packet, the Local Agency Formation Commission (LAFCO) issue and strongly advises the Board and District to pay close attention as this issue continues to unfold as it can have serious repercussions. Director Taylor asked who sent public records request, Financial Officer Caccavo reported the request was from Smart Procure.
2. Fire Marshal – June 2019 (pg. 95)
Part-time Seasonal Weed Abatement, Meghan Swaney, started on 7/15/19.
3. Local 2638
No report.
4. Board or Staff Committee Reports (HCFA, HTFA, FAIRA, PASIS, et. al)
No report.
5. Fire Statistics by Incident Type for prior month – June 201 (pg. 96)
Report noted.
6. Grant Update (pgs. 97-99)
Report noted.

10) PUBLIC DISCUSSION

In accordance with state law, an item not on the agenda may be brought forth by the general public for discussion. No action or discussion shall be undertaken, except that members of the board may briefly respond to statements or questions posed by the general public. In addition, on their own initiative or in response to questions posed by the public, the board members may ask a question for clarification; provide a reference to staff or other resources for factual information or request staff to report back to the board at a subsequent meeting concerning any matter. Furthermore, a member of the Board may take action to direct staff to place a matter of business on a future agenda.

Read. No comment.

11) DIRECTOR'S REPORTS

Items or reports from Board Members not printed on the Agenda may not be discussed by the Board, but if appropriate, will be placed on a future Agenda.

Easterling: No report

Mann: No report

Price: No report

Taylor: No report

Willis: No report

- 6:46pm adjournment to Closed Session

12) CLOSED SESSION

a) California Government Code §54956.9

CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION

b) California Government Code §54956.9

CONFERENCE WITH LEGAL COUNSEL – POSSIBLE LITIGATION

Number of cases: 1

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c) California Government Code §54957.6
CONFERENCE WITH NEGOTIATORS

Negotiators: Mann, Taylor
Title: Local 2638, Safety

d) California Government Code §54957.6
CONFERENCE WITH NEGOTIATORS

Negotiators: Mann, Taylor
Title: Fire Marshal, Unrepresented/Miscellaneous Employees, Fire Chief

- 7:05pm reconvened to Open Session
Direction given, no action taken.

13) ADJOURNMENT

Motion to adjourn at 7:06pm
(M/Willis 2nd/Price Approved 5-0)

NOTIFICATION OF NEXT MEETINGS

Next regular meeting will be held:
August 20st, 2019 at 5:00 p.m.
Alpine Fire Station 17, (Meeting Room)
1364 Tavern Road, Alpine, CA 91901

Minutes Approved:



Board Secretary

8-20-19

Date