



MINUTES

ALPINE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING

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

TUESDAY, JUNE 16, 2020 - 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 via teleconference at 5:00pm by Director Easterling in accordance with the Governor's Executive Order N-25-20 issued on 3/12/2020. Roll call by Fire Chief Boggeln (filling in for Clerk of the Board). Directors in attendance telephonically: Easterling, Mann, Price, Taylor, and Willis. Also, present in person Fire Chief Brian Boggeln, Legal Counsel Steve Fitch and Fire Marshal Jason McBroom. Finance Officer Alicea Caccavo in attendance telephonically.

2) APPROVAL OF AGENDA

Motion to approve the agenda as submitted

(M/Mann 2nd/Taylor Approved 5-0)

Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;

Nay (0); Abstaining (0); Absent (0)

3) APPROVAL OF MINUTES

1. Approval of the Minutes of Regular Meeting May 19, 2020 (pgs. 4-7)

Motion to approve the minutes as submitted

(M/Price 2nd/Willis Approved 5-0)

Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;

Nay (0); Abstaining (0); Absent (0)

4) 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, no comment.**

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5) DISCUSSION – POSSIBLE ACTION ITEMS

1. Fiscal Year 2020-21 Preliminary Budget. Discussion/Action.

Staff will present the FY 20/21 Preliminary Budget for review and approval. (pgs. 8-20)

Finance Officer clarified that the vacation & sick accruals; health benefits and inter-fund transfers to be updated in the next budget hearing.

Motion to adopt the Preliminary Budget for fiscal year 2020-21

(M/Taylor 2nd/Mann Approved 5-0)

Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;

Nay (0); Abstaining (0); Absent (0)

2. Resolution 19/20-12 Establishing the Limit for Appropriations of Proceeds of Tax Subject to Gann Limitation for Fiscal Year 2020/21.

To approve and adopt Resolution 19/20-11 which annually establishes the Limit for Appropriation of Proceeds of Tax Subject to Gann Limitation for Fiscal Year 2020/21. (Resolution and Appropriation data pgs. 21-22)

Finance Officer reported that this is an annual item based on CPI and population growth to ensure that appropriations of tax proceeds does not exceed the limit set forth by Proposition 4.

Motion to approve and adopt Resolution 19/20-12 as submitted

(M/Willis 2nd/Price Approved 5-0)

Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;

Nay (0); Abstaining (0); Absent (0)

3. Job Description Policy #2003 – Administrative Director. Discussion/ Action.

To review and approve policy #2003 changing title from Finance Officer to Administrative Director. (Policy #2003 pgs. 23-27)

Fire Chief Boggeln explained that this is a change in title only; no other adjustments made.

Motion to approve Job Description Policy #2003 – Administrative Director as submitted

(M/Mann 2nd/Taylor Approved 5-0)

Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;

Nay (0); Abstaining (0); Absent (0)

6) CONSENT CALENDAR

1. Financial Report – May 2020 (pgs. 28-48)

2. Employee Reimbursement Report – May 2020 **None to report.**

3. Investment Portfolio May 2020 (pg. 49)

Motion to approve the consent calendar as submitted

(M/Willis 2nd/Mann Approved 5-0)

Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;

Nay (0); Abstaining (0); Absent (0)

7) REPORTS – Information Only

1. Fire Chief (pgs. 50-51)

Fire Chief updated the board on the impact of Covid-19 as it pertains to the District. Testing done today and will be done again on 6/26/2020. Front office is open Monday through Thursday. Strike team was sent to Santee for 3-4 hours for latest civil unrest. Director Taylor congratulated Fire Chief Boggeln for his election to Vice Chair for the Heartland Training

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Board of Chiefs. Fire Chief Boggeln in return acknowledged Director Taylor's recent retirement from SDG&E.

2. Fire Marshal – May 2020 (pg. 52) **Report acknowledged.**
3. Local 2638 **No report.**
4. Board or Staff Committee Reports (HCFA, HTFA, FAIRA, PASIS, et. al) **Fire Chief Boggeln advised that PASIS meeting will be coming up on Thursday June 18, 2020.**
5. Fire Statistics by Incident Type for prior month – May 2020 (pg. 53) **Report acknowledged.**
6. Grant Update (pgs. 54-57)
Finance Officer reported that cash receipts were sent in for reimbursement for FY18 SHGP.

8) 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.**

9) 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.

Directors Easterling, Price, Mann and Taylor praised Fire Chief and Safety Staff on the handling of the Covid-19 pandemic.

Director Willis withdrew his previous request for a resolution for opening up the economy.

Easterling: No report.

Mann: No report.

Price: No report.

Taylor: No report.

Willis: No report.

- **5:31pm adjourned to Closed Session**

10) CLOSED SESSION

a) **California Government Code §54957.6
CONFERENCE WITH NEGOTIATORS**

Negotiators: Mann, Taylor

Title: Finance Officer Caccavo

b) **California Government Code §54957.6
CONFERENCE WITH LABOR NEGOTIATORS**

Negotiators: Mann, Taylor

Title: Local 2638

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- c) **California Government Code §54956.9**
CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
Case: 1 Workers' Compensation related case

- **5:36pm reconvened to Open Session**
Direction given, no action taken.

11) DISCUSSION – POSSIBLE ACTION ITEMS

- 1. Ratification of Negotiations between the Board of Directors and Administrative Director.**
Discussion/Action. To ratify the First Amendment to the M.O.U between the Board of Directors and Administrative Director. (Unrepresented employee) (pgs. 58-59)
Motion to approve the First Amendment to the M.O.U. between the Board of Directors and the Administrative Director as submitted
(M/Taylor 2nd/Price Approved 5-0)
Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;
Nay (0); Abstaining (0); Absent (0)

- 2. Ratification of Local 2638 Side Letter Regarding Lateral Probationary Periods**
Discussion/ Action. To ratify the side letter adjusting the probationary period for lateral hires to one year. (pg. 60)
Motion to approve the Side Letter to the M.O.U. between the Board of Directors and Local 2638 as submitted
(M/Mann 2nd/Price Approved 5-0)
Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;
Nay (0); Abstaining (0); Absent (0)


12) ADJOURNMENT

- Motion to adjourn at 5:40pm**
(M/Price 2nd/Mann Approved 5-0)
Telephonic Roll Call Vote: Aye (5); Easterling, Mann, Price, Taylor, Willis;
Nay (0); Abstaining (0); Absent (0)

NOTIFICATION OF NEXT MEETINGS

Next regular meeting will be held:
July 21, 2020 at 5:00 p.m.
Alpine Fire Station 17, (Meeting Room)
1364 Tavern Road, Alpine, CA 91901

Minutes Approved:



Board Secretary

7/22/2020

Date