



# **Aptos/La Selva Fire Protection District**

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**FINAL Minutes**

## **Aptos/La Selva Fire Protection District**

### **REGULAR BOARD MEETING**

**Minutes of March 12, 2009**

**MEETING CALLED TO ORDER AT 7:00 PM BY PRESIDENT HURLEY**

#### **1.0 ROLL CALL**

DIRECTORS PRESENT: HURLEY, JOHNSTON, RAMOS, SPISAK, WEATHERFORD

DIRECTORS ABSENT: None

1.1 INTRODUCTIONS: FIRE CHIEF TOM CROSSER  
BOARD SECRETARY FRED MALMLUND  
FM JIM DIAS  
DC JEFF TERPSTRA  
CAPT MIKE CONRAD  
FF/PM TREVOR DIRKSEN  
MR BURTON HUSTON

#### **2.0 PLEDGE OF ALLEGIANCE**

2.1 SERVICE PIN AWARD – Fire Chief Crosser awarded Captain Mike Conrad a service pin for 25 years of service to the District.

#### **3.0 COMMUNICATIONS FROM/TO BOARD MEMBERS & PUBLIC**

3.1 ORAL COMMUNICATIONS: None

3.2 WRITTEN COMMUNICATIONS

Written communications included: Five thank-you letters from residents for emergency incident responses; newspaper articles regarding a highway crash on February 15<sup>th</sup>, a medical response to rescue an infant, and a medical call involving an explosion; a training certificate from CSFM for

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FM Dias; a LAFCO letter soliciting nominations for upcoming positions; and a copy of a letter sent to Mr. McInnis from Fire Marshal Dias.

**4.0 CONSENT AGENDA**

4.1 MOTION TO ACCEPT & FILE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 12, 2009

4.2 MOTION TO APPROVE DISBURSEMENTS OF FEBRUARY 7, 2009 THROUGH MARCH 6, 2009

4.3 MOTION TO APPROVE THE WEED ABATEMENT SERVICES AGREEMENT WITH CENTRAL COAST LAND CLEARING

*Moved to 5.0 for Discussion, per Director Weatherford.*

4.4 MOTION TO APPROVE PAYMENT OF \$30,281.40 TO SANTA CRUZ COUNTY CLERK FOR THE NOVEMBER 2008 ELECTION COST

4.5 PUBLIC COMMENT ON CONSENT AGENDA ITEMS? None

**On motion by Director Weatherford, seconded by Director Ramos, that consent agenda items 4.1, 4.2 and 4.4 be approved as submitted, was approved by the following vote:**

**Ayes: Johnston, Ramos, Hurley, Spisak, Weatherford**

**Noes: None**

**Abstain: None**

**Absent: None**

**5.0 ITEMS REMOVED FROM CONSENT AGENDA:**

4.6 MOTION TO APPROVE THE WEED ABATEMENT SERVICES AGREEMENT WITH CENTRAL COAST LAND CLEARING

Director Weatherford inquired if the language added last year regarding the weed abatement contractor being a representative of the district when dealing with the public, was included. Fire Marshal Dias responded that the language had been omitted by mistake.

**On motion by Director Weatherford, seconded by Director Johnston, that the services agreement with the weed abatement contractor be approved as submitted with the addition of the omitted language from last year, was approved by the following vote:**

**Ayes: Johnston, Ramos, Hurley, Spisak, Weatherford**

**Noes: None**

**Abstain: None**  
**Absent: None**

**6.0 UNFINISHED BUSINESS**

6.1 REVIEW OF YEAR-END FINANCIAL RESULTS

Business Manager Malmlund presented an account-by-account review of the projected year-end financial results. Director Weatherford inquired if some or all of the surplus General Fund balance generated from the favorable results compared to budget should be applied towards payment of the PERS safety retirement side fund liability. The board agreed to take action on the question in April.

**7.0 NEW BUSINESS**

7.1 MOTION TO APPROVE RESOLUTION 3-09 “ACCEPTING UNANTICIPATED REVENUE” FROM 2008 FIRE SEASON STRIKE TEAM ACTIVITY AND APPROPRIATING SUCH REVENUE TO OVERTIME BUDGETS

The County Accounting Manager needs to identify all state and federal funds received by the district in separate and new revenue accounts. In order to comply with this new regulation, changes to the accounting procedure for strike team funds and budgeting for overtime pay must be made, as reported by Business Manager Malmlund.

**On motion by Director Weatherford, seconded by Director Ramos, that Resolution 3-09 be approved as submitted, was approved by the following vote:**

**Ayes: Johnston, Ramos, Hurley, Spisak, Weatherford**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

7.2 MOTION TO APPROVE RESOLUTION 4-09 “ELECTING TO BE SUBJECT TO SECTION 22819 OF THE PUBLIC EMPLOYEES’ MEDICAL AND HOSPITAL CARE ACT” REGARDING SURVIVOR CONTINUANCE OF DISTRICT MEDICAL INSURANCE

Business Manager Malmlund reported that this resolution allows the surviving dependents of active employees that die to continue participating in the district medical insurance plan at their own cost. There are no long term costs incurred by the district by adopting this resolution.

**On motion by Director Johnston, seconded by Director Ramos, that Resolution 3-09 be approved as submitted, was approved by the following vote:**

**Ayes: Johnston, Ramos, Hurley, Spisak, Weatherford**  
**Noes: None**

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**Abstain: None**  
**Absent: None**

7.3 MOTION TO APPROVE AND AUTHORIZE THE FIRE CHIEF TO SIGN THE MEMORANDUM OF UNDERSTANDING WITH SANTA CRUZ CITY REGARDING EMS QUALITY ASSURANCE SERVICES

Chief Crosser reported this agreement amended the current MOU by allowing for more input from contributing departments towards the compensation, requirements and working environment of the QA specialist.

**On motion by Director Ramos, seconded by Director Weatherford, that the subject agreement be approved as submitted, was approved by the following vote:**

**Ayes: Johnston, Ramos, Hurley, Spisak, Weatherford**  
**Noes: None**  
**Abstain: None**  
**Absent: None**

**8.0 STANDING REPORTS**

8.1 BOARD OVERSIGHT INQUIRY:

Director Hurley reported he had recently met with new Union President Dirksen and had discussed various issues.

Director Ramos reported he also had met with Union President Dirksen and discussed various issues, as well. He stated that the district should anticipate upcoming employee attrition specifically in a strategic plan. All directors agreed to conduct a Saturday strategic planning meeting within the next two months.

8.2 FIRE CHIEF'S REPORT:

The district recently participated in a tour of the Trabing Fire area to discuss fuel modification and other environmental concerns (endangered species, non-native eucalyptus, etc.)

The Station 1 apparatus room floor resurfacing project is complete.

The CAFS foam training class is complete and was very productive.

The captain exam is completed and the division chief exam will be conducted in the near future.

Chief Crosser will be on sick leave for the week following the Board Meeting, for planned medical procedures.

8.3 REPORT FROM FIREFIGHTERS' LOCAL 3535 PRESIDENT TREVOR DIRKSEN

Regarding the meet and confer process: The Union is dissatisfied with the meet and confer process that occurred regarding the division chief exam and the acting duty chief position. The union consensus was that both positions should be recruited separately, as the job descriptions differed greatly.

Regarding promotional the testing process: The Union has a disagreement with the current process. The captain and division chief exam processes need re-evaluation. Candidates to both positions should be trained then tested, instead of the other way around. Also, there is a need for more hands-on training. Proposed changes will be presented by the Union at future meet and confer sessions.

Regarding succession planning: The Union would like to take a more active part in the strategic planning process. Re-evaluation of organizational charts and functions need to be included in succession planning. Jobs/positions need to be more focused on the needs of the organization.

**9.0 ADJOURN MEETING: 8:31 PM**

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Secretary to the Board

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President of the Board