

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
NOVEMBER 15, 2017 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President, Greg Karraker called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on November 10, 2017.

Roll Call:

Directors Present: Harold Griffith, Mark Hemmendinger, Brian Proteau, Greg Karraker, Nole Pacheco, Carla Grube, Michael Gadoua

Minutes Conducted by: Jennifer Ober

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no Public comment.

B. Correspondence and/or Presentations

Items of correspondence were in Board packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of October 25, 2017

Motion moved by Mr. Griffith and seconded by Mr. Proteau.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Proteau and seconded by Mr. Griffith.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Thompson reviewed his report with the Board. He made the following points:

- We will be interviewing new part-time firefighters later this month with five prospective candidates, in addition to the four we just hired.
- BC Weihman spoke to two groups up on the Lichau side of the mountain that were evacuated during the fires. Subjects included why and how the area was safe from fire, rebuilding codes, sirens and warning sounds and then he answered questions from the residents. Overall, they were very grateful to the fire department for their efforts and still have concerns about the areas they live in. Chief Thompson followed up saying this was a wind-driven firestorm and that we were fortunate and lucked out it died down when it did.
- BCs are working on task books for probationary firefighters.
- A debriefing was held for both Petaluma and RAFD. It was a very positive experience for all who attended.
- The roof project at station 3 is waiting on return of the bid.
- December 11 the Engineer assessment will be held, and a Captain assessment will take place in January.
- \$225K in reimbursement requests have been submitted to the state for the recent fires.
- Fliers will be going out for sale of the surplus equipment – a pickup truck, 9180 and 9181.
- BC Wandel spent his own time putting a temporary patch on the concrete at station 2, saving the district considerable money.

B. Director Reports

Mr. Karraker stated he and Chief Thompson are meeting with SSU on November 27th at 4:30 p.m.

C. Committee Reports

a. Finance

Mrs. Grube asked what everyone wants to see on future finance reports. Are there reports or information missing that we can add? Mr. Hemmendinger stated he'd like to hear an evaluative opinion of what the Board thinks of the fiscal practices in place. He also feels we should have a document in place with a couple sentence overview of what each committee is responsible for doing.

b. Negotiations

Mr. Hemmendinger noted that negotiations are on-going with two of the three employee groups. BC Weihman commented that two choices were given to staff on health plans, however, all but two people are moving to Kaiser, which could eliminate the Sutter plan as an option for staff. We will resume discussion in closed session.

c. Equipment

There was no report.

d. Legislative

There was no report.

e. Chief's Evaluation

Mr. Proteau stated that he'd like to get a contract evaluation meeting date set up in early December.

f. Long Range Planning

Mr. Karraker noted that he updated the Five-Year plan for the press in a shorter version. We will discuss this further in Item D.

D. Budget Report

Ms. Ober commented that we have \$571K in cash left, with \$74,800 in Wells Fargo, \$35,000 in our operating account and \$461K in our ICS account. We should be able to make it through until we receive our tax revenues in December, which will be within the next 30-45 days. Mr. Hemmendinger asked Ms. Ober how we go about getting a line of credit should we need one. Ms. Ober will follow up with Summit State Bank and find out what it costs to process a line of credit, the interest rate and how long it takes to do this. She will call a special meeting should we find the need for additional funding in December.

E. Firefighters' Association Report

BC Mike Weihman noted that we held a 5th Tuesday dinner on November 7 and it was cooked by Ken Kelsen. The Christmas Dinner is on December 10 at the Penngrove Clubhouse. He also commented that we are on schedule for our crab feed in January and tickets go on sale next month.

F. Firefighter's Union Report

No report filed.

VI. UNFINISHED BUSINESS

A. Discussion on Ballot Measure for November 2018

Discussion moved into item D.

B. Discussion on Revision of Policy 4020 Board Member Attendance (4th Reading)

Item moved to next month.

C. Discussion on Replacing Roof at Liberty Fire Station

Mr. Proteau reported that BC Wandel has revised the RFP and we have one interested contractor but have yet to receive the bid.

D. Discussion on Five-Year Plan

Mr. Karraker noted that he revised the five-year plan into a 7-slide format that is more condensed for the press. There are some revisions on the plan including the addition of dates when equipment is needed. BC Weihman commented that we need to consider that with all the property losses in the Rincon Valley District, they will be fighting even harder for 100% of the casino funds. Mr. Hemmendinger already feels that they will be requesting all those funds anyhow. He will speak to David Rabbitt about our five-year plan information before we send it to the press. Mr. Gadoua said we should release a press statement with this and have a page of talking points so we are all on the same page.

Ms. Ober asked what we are proposing in terms of a ballot measure and can we potentially get this on the spring or summer ballot instead of waiting until November. Mr. Karraker would like to see how SSU reacts to our proposal for financial assistance before we go to the community with a tax measure. We should decide by January what we are doing for a November measure.

E. Discussion on Policy 4011 Code of Ethics (2nd Reading)

Item deferred to next month.

VII. DIRECTION ON FUTURE AGENDA ITEMS

Chief Thompson would like to add an item next month on the continuance of using a collections agency for our cost recovery. Ms. Ober will provide a staff report.

Closed Session was opened at 8:00 p.m.

VIII. CLOSED SESSION

A. Pursuant to Government Code §54957(e), the Board will hold a closed session for the following reason: PUBLIC EMPLOYMENT.

Action Taken: None Taken

B. Pursuant to Government Code §54956.9, the Board will hold a closed session for the following reason: CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION.

Action Taken: None Taken

C. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Nole Pacheco, Mark Hemmendinger and Carla Grube
Employee Organization: Paid Firefighters Union

Action Taken: None Taken

D. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Nole Pacheco, Mark Hemmendinger and Carla Grube
Employee Organization: Administrative Manager

Action Taken: None Taken

E. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Nole Pacheco, Mark Hemmendinger and Carla Grube
Employee Organization: Battalion Chief's

Action Taken: None Taken

Closed Session was Adjourned at 9:56 p.m.

IX. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 9:57 p.m.

Motion moved by Mrs. Grube and seconded by Mr. Hemmendinger.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Date Approved: 12/20/17