

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
MARCH 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 March 10, 2017.

Roll Call:

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

Minutes Conducted by: Jennifer Ober

II. ORAL AND WRITTEN COMMUNICATIONS

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

There was no comment.

B. Correspondence and/or Presentations

Items of correspondence were located in Board packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of February 15, 2017

Motion moved by Mr. Proteau and seconded by Mr. Griffith.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Mr. Pacheco commented that he would like to see a copy of the visa statement attached with the consent calendar in the future.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Thompson commented that he has held one general staff meeting and two command meetings since February. Both meetings have gone extremely well and his written expectations have been distributed to all staff members. Chief Thompson has meetings set up with the Captains on March 29th and with the part-time staff on April 5th, where he will discuss any issues they have and also review expectations. Chief Thompson also met with the Cotati Mayor and City Manager and they had a nice conversation.

Next week company inspections will be done on all shifts to see equipment, apparatus, stations and records. Chief Thompson will then graph and provide information on some of the things he comes across. He has also met with Bill Adams, District Counsel and in another meeting, our Union President, where they talked about putting together an IAFF fitness program in the coming year.

B. Director Reports

Mrs. Grube commented that all Directors attended the Ethics and Sexual Harassment training this past weekend. She also stated that one of the outcomes of this training is that the Board should look more closely at their policies and procedures. She feels the entire Board policies could be reviewed.

C. Committee Reports

a. Finance

No report filed.

b. Negotiations

Mr. Hemmendinger noted that in July, we will begin to look at healthcare with the attempt to end the Blue Shield program. He suspects that we won't be able to do too much until later in the year.

c. Equipment

BC Taylor commented that BC Wandel and Captain Deurloo just got back from Louisiana where they completed the pre-paint inspection. They will return at the end of the month for the final inspections.

d. Legislative

No report filed.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

No report filed.

D. Budget Report

Mrs. Grube reported that we have 29% remaining and in supplies and services we have a -14% since we purchased the SCBAs through the grant. She deferred this to Ms. Ober for further explanation. Ms. Ober commented that the new SCBAs were purchased out of account 6165, but the grant money must be shown as revenues, which hit account 2500. This leaves the budget looking as though there is a deficit, however, we do still have fund available.

E. Firefighters' Association Report

BC Weihman commented that we will be hosting our annual awards dinner on April 21, please RSVP to Ms. Ober. He also noted that Engineer Mike Porter and his wife had a baby girl last week.

F. Firefighter's Union Report

Captain Bernal mentioned that the Union would like to invite the Board to the hosting of the Union 1401 training of Fire Ops. This will be on May 12, and Board members will be invited to gear up and see what they do on the fire ground. The training will be held at the Santa Rosa Training Tower. The Union also obtained a retainer with a law firm to help them with negotiations and any personnel issues. Finally, Board member pictures will be taken before the next Board meeting, so please wear your blue polos.

Public Hearing was opened at 7:17 p.m.

VI. PUBLIC HEARING

A. Ordinance 2017-01: Addendum to 2016 Fire Code (2nd Reading, Reference Ordinance 2016-01)

There was no public comment.

Public Hearing was closed at 7:18 p.m.

VII. UNFINISHED BUSINESS

A. Discussion on Purchase of Equipment for New Apparatus (Staff Report by BC Taylor)

BC Taylor answered Board questions regarding the equipment that will be purchased for the new apparatus. This includes mounts and adapters, amongst other things to replace items that are 30 or more years older and worn out. There were items not bid on by the second vendor and would end up coming in much higher than vendor one. Mr. Proteau asked where these funds were coming from and Ms. Ober replied that we budgeted for an election this year, which didn't happen, so that frees up \$20K, which more than covers this expense.

Motion moved by Mr. Proteau and seconded by Mr. Griffith.

Motion Carried: Aye 6 No 0 Abstain 1 Absent 0

VIII. NEW BUSINESS

A. Adoption of Ordinance 2017-01: 2016 Addendum to 2016 Fire Code

BC Taylor stated that the county ratified our fire code by adding definitions, so we

New Business, Continued:

are having to adopt these definitions through Ordinance 2017-01.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Karraker – aye

Mr. Proteau – aye

Mrs. Grube – aye

Mr. Hemmendinger – abstain

Mr. Pacheco – aye

Mr. Griffith – aye

Mr. Rippin - aye

B. Discussion on Chief Thompson's Expectations for Staff

Chief Thompson asked the Board that he be allowed, based on his training, experience and education, to run the department. He will update the board on anything he feels is relevant and important, and stated that he works for the Board. Mr. Hemmendinger replied that the Board is happy to allow him to run the district and this is why he was hired. Mr. Karraker also noted that a copy of the press release was handed out to the Board and Public and will be sent out tomorrow for publishing. The Board is ecstatic to have Chief Thompson here. Mr. Karraker said there is one more thing he would like to see on the expectations list and that is public outreach. Public relations stuff is very important to everyone. Chief Thompson agrees that touching the public is very important.

C. Discussion on Board Member Appointment to Awards Committee

BC Weihman commented that we changed the way the firefighter of the year award was considered. There are several members on this committee which includes a member of the public, member of the management, a Union member and a member from the Board of Directors. There will just be a couple meetings in early April, which will soon be scheduled. Mr. Proteau volunteered his time for this committee.

Closed Session was opened at 7:34 p.m.

IX. CLOSED SESSION

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

Action Taken: No action taken.

B. Pursuant to Government Code §54956.9, the Board will hold a closed session for the following reason: ANTICIPATED LITIGATION (1 CASE).

Action Taken: Research on FLSA is being done at this time.

Closed Session was adjourned at 8:22 p.m.

X. DIRECTION ON FUTURE AGENDA ITEMS

Mr. Proteau commented that we should look at our email usage policy and getting a Rancho Adobe email address and personal electronics devices. Mr. Hemmendinger also asked to add an item to price quote FAIRA and FASIS insurance for the upcoming year. Ms. Ober asked to discuss with the Board CPA quotes for FY 16/17. One last item for next month will be discussion of Board members on the negotiations committee.

XI. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:29 p.m.

Motion moved by Mrs. Grube and seconded by Mr. Rippin.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Date Approved: 4/19/17