



## FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

### Regular Meeting Minutes

### Of The Board of Directors

February 11, 2019

#### 1.0 Convene Meeting:

1.1 Call to Order: Meeting was called to order by Chairman James Anderson at 7:02 p.m..

1.2 Roll Call: Directors S. Richmond, R. Gelini, J. Anderson, D. Walters

Staff: Acting Chief Gray, L. Dennis

Absent: D. Ladd

Guests: None

1.3 Approve meeting minutes of the Regular Meeting held on January 7, 2018.

Approved as written on motion by Director Gelini and second by Director Walters.

1.4 Considerations of Additions to the Agenda: None

Director Richmond requested an addition to New Business to address a possible Acting Chief stipend. It will be added as item 6.2.

2.0 Public Comment: None

3.0 Public Hearing: None

4.0 Directors Reports: Director Anderson reported that he is now the Chairman of LAFCO.

LAFCO has hired Joe Serrano to replace Pat McCormick.

Fred Schults passed away this past Saturday. There will be a service on February 23<sup>rd</sup> at the Scotts Valley Community Center. A short discussion followed regarding some sort of recognition for Fred's years of service on Felton Fire that could be presented to his family.

Bob will look into it and have something made.

5.0 Staff Report: Acting Chief Gray reported that although we have had a lot of rain the call volume has not been too heavy.

2336 is still not in service. This is primarily due to leaky seals. Hope to have this repaired and resolved soon.

Firefighters have been working 8-hour days to complete some of the ongoing station maintenance duties.

Bob stated he has set up a calendar for the Duty Officer position. This enables him to track their availability and coverage days.

We recently participated in a water rescue in the Paradise Park area. It was a very difficult to access area of the river. Felton, Ben Lomond, State Parks and CalFire all helped Santa Cruz.

Laurie reminded the Board Members that Form 700s are due by the end of March. This is also our bi-annual year to complete Ethics Training/ Review. Laurie will send the link for online access to the training to the board.

We received a letter regarding the Special District Alternate on the Santa Cruz County Treasury Oversight Committee. John Stipes has been submitted for the position and our board has been asked to respond in support. The board members were agreeable, so Laurie will respond for them.

Director Gelini asked for another board member to replace him as the SCCFAIG alternate. Chairperson Anderson agreed to take the position. Laurie will send notification to Jessica Blushi at Keenan of this change.

Chairperson Anderson stated that he was contacted by a squad member regarding a rumor that a Board Member was soliciting candidates for the Chief position. He added that he would hope this is just rumor and would not be appropriate behavior.

## **6.0 Unfinished Business:**

### **6.1 Fire Chief Recruitment: Review applications received, Next steps.**

Acting Chief Gray offered to step out of the meeting to enable a more comfortable conversation amongst the board members on this process. He left the meeting at 7:31 p.m. Chairperson Anderson stated that they received a total of 5 applicants.

Director Richmond asked what the plan for the interview process would be.

Chairperson Anderson suggested an initial Board Member interview of the applicants and then possibly an oral board-type interview. Director Richmond suggested not having an outside group interview, to which Director Gelini voiced his agreement. There was some discussion regarding meeting to pare down the applicants. Director Walters suggested including a squad member to sit in on the interviews, but as an observer only with no ability to question. Discussion followed to have the squad select their representative from their officers. Laurie was asked

to provide the Squad President and Officer email addresses and cell phone numbers to Chairperson Anderson. He will then contact all of them to communicate this request.

Laurie was asked to make copies of all applications for each board member and have them ready by Tuesday (the following day) at noon.

Director Richmond asked about setting a date for selection completion, and a date for effective hire. An effective hire date of April 1<sup>st</sup> seemed agreeable. Some additional discussion followed regarding the type of physical that will be required. It was suggested by Director Walters that they would need to look into this more thoroughly.

The Board Members discussed and set a date of February 18, 2019 at 7:00 p.m. for a Special Board meeting to review and discuss that application for the Chief position.

**6.2 Discussion regarding potential Acting Chief stipend.**

Director Richmond suggested considering some type of compensation for the time that Bob is working as Acting Chief. Director Walters suggested a "working out of class" adjustment of 6%, which is the contract standard, and amending his contract. Director Richmond requested this be added to the agenda for March so they can take action.

Bob returned to the meeting at 8:10 p.m. He was asked by Director Walters if he would be agreeable to such an amendment, to which he replied he would.


**7.0 New Business None**

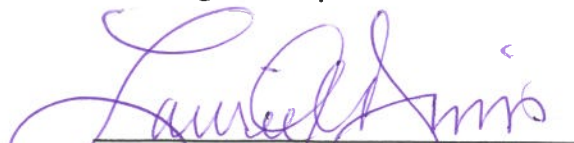
**8.0 Approve paid vendor claims for the month of January 2019:** Board members reviewed the vendor claims in the amount of \$57,756.57. Claims were approved as presented on motion by Director Richmond, seconded by Director Gelini and passed.

**9.0 Closed Session: None**

**10.0 Set date for the next meeting:** The next Regular Meeting will be held on Monday, March 04, 2019 at 7:00 P.M.

**11.0 Adjourn:** Chairman Anderson adjourned the meeting at 8:28 p.m..

  
James Anderson, Chairman

  
Attest: Laurie Dennis, Secretary