



FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

Regular Meeting Minutes

Of The Board of Directors

April 12, 2021

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/88455876492?pwd=U2NZT2pWdkRkNUJHWSt2Z3lmTjMUT09>

Telephone +1 669 900 6833 US (San Jose) Passcode: 853274

1.0 Convene Meeting:

1.1 Call to Order: Meeting was called to order by Vice-Chairman Cyndi Foreman at 6:02 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call: Directors D. Ladd, C. Foreman, R. Gelini, J. Anderson

Staff: Chief Gray, L. Dennis

Absent: D. Walters

Guests: Joe Serrano, LAFCO

1.4 Approve meeting minutes of the Regular Meeting held on March 01, 2021. Regular and Public meetings approved as written on motion by Director Ladd and second by Director Anderson and passed.

1.5 Considerations of Additions to the Agenda: None

2.0 Public Comment: Joe Serrano, Executive Director for LAFCO introduced himself and gave a brief overview of the functions of LAFCO. He explained they are completing service reviews which must be done every 5 years, and were last done in 2016. Director Foreman asked if this was only done by Fire Districts, to which Joe replied that all districts within the Santa Cruz County LAFCO were surveyed. LAFCO will analyze and compile the information and later release a report with all information.

3.0 Public Hearing: None

4.0 Directors Reports: None

5.0 Staff Report: Chief Gray referred to his written report provided and highlighted some of the information:

- He's working on a public records request received via email from a citizen requesting fire incident reports from 2015 to present. Further conversations have determined her goal is an attempt to provide mapping information to the community. Director Foreman

reiterated and cautioned the timing compliance requirements for public records requests. Short discussion followed.

- We received \$1,500 restitution for the vandalism of the station bay doors. We are in process of hiring a painter to complete the work.
- Chief Gray provided a draft of the preliminary 2021/22 budget. We do not have all of our tax income posted yet and he is hoping to receive at least one of the CZU related reimbursements prior to this fiscal year end.
- As previously stated, the LAFCO survey was submitted. The ISO survey has been delayed due to issues with SLV Water information. The Chiefs are all working with them to complete.
- Our response time has improved from an average of 6 minutes and 55 seconds, which is 2 minutes better than the prior month. An average of 5 personnel respond per incident. He attributes the improvements to the staffing levels at the station.
- The Fire Academy continues, with our 5 cadets still in the class.
- All officers, with the exception of one, are scheduled for the Company Officer 2E class starting month-end. We will be hosting the training at our station.
- Sustained significant damage to E2310 during our mutual aid response in Zayante for a house fire. Poor road condition and tight space were cause. Side panel and hardware damages are being assessed at Burtons. We will forward their estimate to our liability insurance carrier once received, for the claim we have submitted.
- Station lighting upgrades are complete. We are trying to find a solar contractor to work on/replace a failed inverter on our system.
- Inspections are now completed at the SLV elementary and middle school campuses, with the high school nearly complete. Mount Cross and DayBreak Camps will be up next.
- Captain Dawson has been meeting with residents to do defensible space assessments. She also provides them information on Firewise USA and Fire Safe Santa Cruz County resources. CalFire is not doing any LE100 inspections this year, so we are on our own.
- The EPA Mitigation site has still been drawing a lot of attention. They are not progressing on their removal of wood and debris piles as promised on the last visit, the piles were merely moved back closer to the tree line. Chief Gray plans to follow-up with them for further action.
- EMR program details are being finalized by the officers and chiefs, with applications opening soon.

6.0 Unfinished Business:

6.1 2016 Strategic Plan update

Chief Gray reported that he and Director Walters did not meet as planned. This will be tabled until the next board meeting.

6.2 PERS Non-Safety classification - update

Chief Gray stated a meeting was held with himself, Director Anderson, Director Walters, Laurie and MaryBeth Redding of Bartell Associates. MaryBeth provided a presentation and information on the Districts financial position with PERS and sample contribution projections. The presentation document was provided in the board package. Chief asked the board members to review the materials and bring back any additional questions. Director Anderson added that MaryBeth suggested we not consider buying out of PERS unless we decided to hire more people to add to benefits.

7.0 New Business:

7.1 2021-22 budget.

Chief Gray provided a preliminary draft budget for the board to review. There will be changes to income when our second tax apportionment is posted. Some discussion followed. He is hopeful we will receive some of the funding through FEMA and/or the State for the CZU related event reimbursements.

7.2 Purchase of leased trailer for sleeping quarters.

The purchase price of the trailer would be \$15,846. Chief Gray said purchasing would be preferable as opposed to continuing to make rental payments. He feels in the future if more permanent housing were built within the station, the trailer could be used as a meeting or training room just as a couple examples. Director Foreman asked about any issues with it being a temporary building if we purchase it. Chief replied he has discussed with the County and it would still be portable and would not be an issue. Additional discussion followed. Director Gelini made a motion to purchase the trailer for \$15,846 plus any costs for taxes and fees. Director Anderson seconded the motion and the motion carried.

8.0 Approve paid vendor claims for the month of March 2021: Board members reviewed the vendor claims in the amount of \$34,825.70. Director Anderson questioned two invoices appearing similar for FireHouse renewal and TargetSolutions renewal. Chief explained FireHouse software is for our incident reporting and other information, while TargetSolutions is a training platform used by the department members. Laurie clarified the FastTrak payment was \$16. Claims were approved as presented on motion by Director Anderson, seconded by Director Gelini. Director Anderson wanted it noted that a roll call should be taken each time there is any vote due to the meeting being conducted remotely via Zoom. Director Anderson- aye, Director Gelini- aye, Director Ladd- aye, motion passed. Director Foreman closed the regular meeting at 7:45 p.m. and the board took a 5 minute recess.

9.0 Closed Session: District Secretary compensation review

The closed session opened at 7:53 The closed session ended at 8:09 p.m.

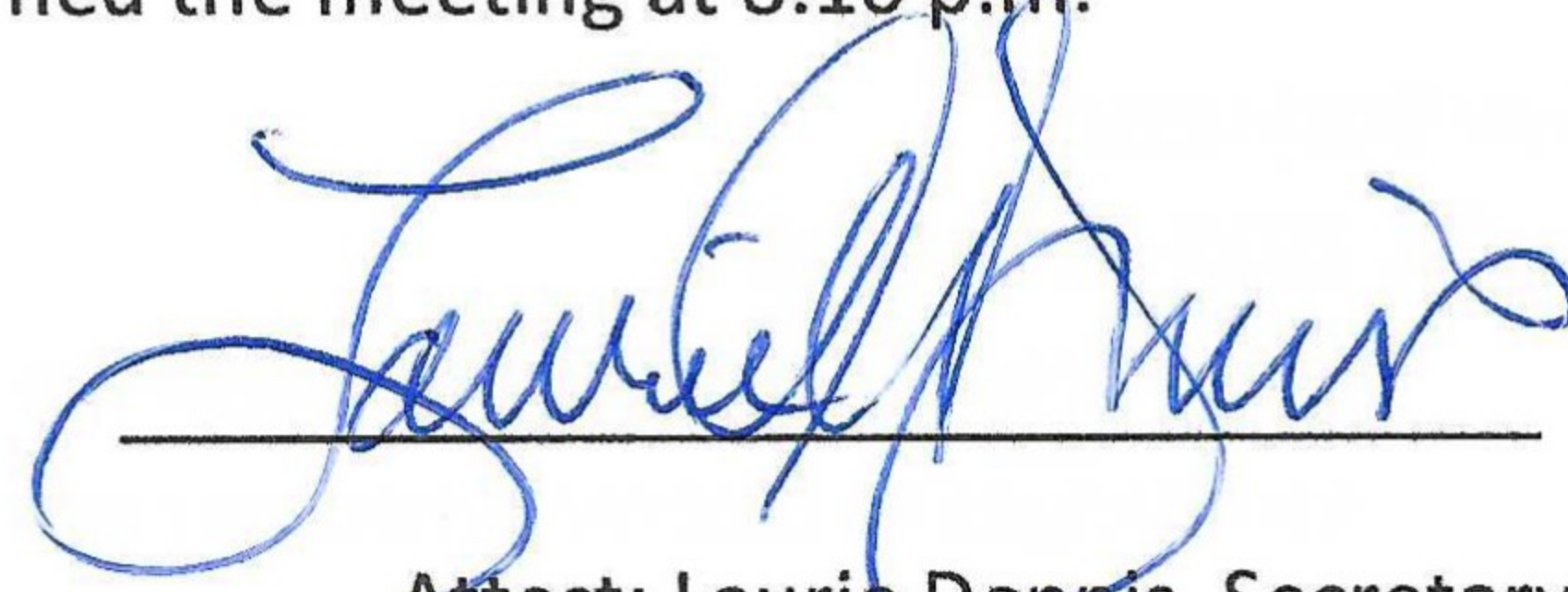
10.0 Reconvene Meeting:

The regular meeting was re-opened at 8:09 p.m. Director Foreman reported that there was no reportable action taken.

10.1 Set date for the next meeting: The next Regular Meeting will be held on Monday, May 03, 2021 at 6:00 P.M. The meeting will be conducted remotely via Zoom.

11.0 Adjourn: Vice-Chairman Foreman adjourned the meeting at 8:10 p.m.

Cyndi Foreman, Vice-Chairman



Attest: Laurie Dennis, Secretary