



FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

Regular Meeting Minutes

Of The Board of Directors

April 11, 2022

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/83270746325?pwd=UDUybis1dmRDcTlnUm9lakpjQUQ5UT09> +1 669

900 6833 US (San Jose)

Meeting ID: 832 7074 6325

Passcode: 316974

1.0 Convene Meeting:

1.1 Call to Order: Meeting was called to order by Chairperson Cyndi Foreman at 6:06 p.m.

1.2 Pledge of Allegiance

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

Staff: Chief Gray, L. Dennis

Absent: none

Guests: none

1.4 Approve meeting minutes of the Regular Meeting held on March 07, 2022. Regular meeting minutes approved as written on motion by Director Anderson and second by Director Ladd and passed.

Ayes: Directors Anderson, Gelini, Ladd and Crandell

Noes: none

Abstain: none

Absent: none

1.5 Considerations of Additions to the Agenda: None

2.0 Public Comment: none

3.0 Public Hearing: None

4.0 Directors Reports: Director Anderson stated that LAFCO, Branciforte Fire and Scotts Valley Fire process is moving along. Branciforte board approved combining the departments, Scotts Valley Fire board meeting is this week. Nathan Lackey was appointed the interim Chief for Branciforte. Don Jarvis has been contracted with LAFCO work on fire agency changes and border reviews. Some discussion followed. Director Crandell asked about the

status of our district border changes. Director Anderson replied that Joe is still working on the calculation of any revenue changes for us.

Director Foreman stated she met with the Chief to review and work on his evaluation. This will be discussed in closed session.

5.0 Staff Report: Chief Gray stated he had a good vacation, much needed time away.

-training continues jointly with Zayante Fire, the upcoming focus will be on Wildland fire annual training.

-he spoke at a community meeting for the residents/ homeowners of Mt Hermon on fire preparations and planning. They were very appreciative and complimented on the inspection visits Audrey is doing for them.

-he will be meeting with Manu Koenig next week to discuss efforts in protecting our community. He will be speaking as a representative of the Fire Safe Council.

- backyard burning has been suspended. San Lorenzo Valley has had some recent issues with escaped burns. Prescribed burns will still be okay.

- we had a firefighter injury of a Zayante Fire member, which occurred at Felton during vendor testing of our SCBA bottles. We are developing a "green sheet" for training and safety purposes related to this bottle draining process.

- we are planning to move forward with the Mother's Day breakfast this year. We will offer more outdoor seating.

- working on updating our Station Use Agreement, to be sure we are compliant with security to ensure we meet the requirements for federal grants. Fees are being considered, and additional restriction on facility access. He will present it to the board next meeting.

- recently drafted an SOP for CAD dispatches regarding information security. All employees were required to read and sign.

6.0 Unfinished Business:

6.1 LAFCO sphere of influence annexation- Gray / Anderson- update

Director Anderson stated that our LAFCO fees will increase by approximately \$200 this year based on calculations done by the County.

6.2 PERS CEPPT pension prefunding trust - discussion and possible action

Chief Gray stated this will also be discussed in the Budget item in new business. The meeting recently with the CEPPT representative provided mostly operational information. Director Crandell feels this area of PERS will be more responsive and helpful. Director Anderson stated that we need to plan and focus on reducing the unfunded liability and increasing our monthly payment to PERS. Chief Gray stated he's hoping to hear back from PERS on answers to those questions soon.

6.3 Strategic planning process update- Gray/ Crandell- discussion/ update

Chief Gray stated that there was no update, he and Director Crandell have not met. This will be tabled and remain on the agenda.

7.0 New Business:

7.1 Purchase of new command vehicle. Discussion and action - Gray

Chief Gray stated that he is looking to purchase a vehicle to enable the Duty Chief person to respond from home. We have the funds in this budget year to pay for it. He's looking at a Ford Explorer with a base price of \$40,000. Additional lighting and assorted accessories would add about \$12,000 for a probable total of close to \$55,000. Discussion followed regarding need and requirements. Director Gelini questioned the need for another command type vehicle. Director Anderson added concerns regarding additional costs for insurance and fuel. Director Anderson said this sounds like a "want" as opposed to a "need". More discussion followed. Director Crandell made a motion to approve the purchase of the vehicle and Director Ladd seconded.

Ayes: Directors Crandell, Ladd

Noes: Directors Anderson, Gelini

Abstain: none

Absent: none

Director Foreman voted to break the tie, voting Aye.

Motion carried.

7.2 Adopt Resolution 4-2022 to continue supporting AB 361- Conducting virtual board meetings during a declared state of emergency- Gray- discussion and action

Director Crandell suggested finishing out this fiscal year having remote meetings. Some discussion followed regarding hybrid combination meetings. Director Crandell made a motion to adopt the resolution to continue virtual meetings and Director Anderson seconded.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: none

Motion carried.

7.3 Draft preliminary budget 22-23 FY informational report - Gray

Chief Gray provided a draft budget to the board members for review. He stated vendor increase of 18% to 20% have impacted the budget across most line items. The board members should review this draft, ask questions, and come prepared to discuss and iron out the numbers at the next meeting. Director Crandell recommended trying to plan to pay down the unfunded liability balance in the next

2 to 3 years. Chief Gray proposed creating some models of various payment plans to review. Director Crandell also suggested that he considers thinking that the payments into the CEPPT being what we need to cover the increasing costs of PERS. Director Anderson questioned that the 22/23 expenditures are more than the projected revenue, and is concerned about controlling this. More discussion.

7.4 Review and adopt annual audit report for fiscal year ending 20 and fiscal year ending 21 prepared by Zach Pelling.

Chief Gray and Laurie gave a brief overview of the audit. Director Gelini made a motion to adopt the resolution to continue virtual meetings and Director Anderson seconded.

Ayes: Directors Anderson, Gelini, Ladd and Crandell

Noes: none

Abstain: none

Absent: none

Motion carried.

8.0 Approve paid vendor claims for the month of March 2022: Board members reviewed the vendor claims in the amount of \$39,740.26. Director Foreman commented on the cost of Class A Foam we had purchased. Some discussion followed regarding looking into buying in bulk and sharing amongst the valley departments Chief will explore and talk to the other Chiefs. Claims were approved as presented on motion by Director Anderson and seconded by Director Crandell.

Ayes: Directors Anderson, Gelini, Ladd and Crandell

Noes: none

Abstain: none

Absent: none

Motion carried.

As Director Foreman prepared to close the meeting to go into closed session, Director Gelini stated that he felt due to the time the closed session should be tabled until the next meeting. Director Foreman stated that this was a planned closed session and would impact the Chief's step increase to delay, and she had taken the time to meet with him to go over the review ahead of time. Much discussion followed regarding how much time this would take, or delaying until next meeting. Discussion also followed regarding whether or not the Chief would normally participate in the closed session, which was determined to be yes. Discussion regarding the potential to have a special closed session meeting.

Director Gelini made a motion to table until next meeting, Director Anderson seconded.

Ayes: Directors Anderson, Gelini

Noes: Director Crandell (changed from abstain)

Abstain: Director Ladd

Absent: none

Motion carried.

Director Foreman stated she would email the review out to the board members and asked that they review it ahead of time.

9.0 Closed Session: Fire Chief Review

tabled

10.0 Set date for the next meeting: The next Regular Meeting will be held on **Monday, May 02, 2022 at 6:00 P.M.** The meeting will be remotely via Zoom.

11.0 Adjourn: Director Crandell motioned to adjourn the meeting at 8:07 p.m.

Cyndi Foreman

Cyndi Foreman, Chairman



Attest: Laurie Dennis, Secretary