



FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

Regular Meeting Minutes

Of The Board of Directors

June 06, 2022

Location: ZOOM meeting link:

<https://us06web.zoom.us/j/81323221945?pwd=aE9sYkJ2alpJTFFYMDV3UTl0YmZiUT09>

Meeting ID: 813 2322 1945

1.0 Convene Meeting:

1.1 Call to Order: Meeting was called to order by Chairperson Cyndi Foreman at 6:01 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call: Directors C. Foreman, R. Gelini, J. Anderson, N. Crandell (joined the meeting 6:03), D. Ladd

Staff: Chief Gray, L. Dennis

Absent: none

Guests: Cameron Weist, Andrew Flynn

1.4 Approve meeting minutes of the Regular Meeting held on May 02, 2022. Director Ladd requested a change for clarification to item 6.2, sentence 6 – change “he” to Chief Gray. Regular meeting minutes approved with amendment as noted, on motion by Director Ladd and second by Director Gelini and passed.

Ayes: Directors Anderson, Crandell, Gelini and Ladd

Noes: none

Abstain: none

Absent: none

1.5 Considerations of Additions to the Agenda: None

2.0 Public Comment: none. At this time Chief Gray requested that our guests Cameron Weist and Andrew Flynn give their presentation and then we proceed with the rest of the agenda. Board members were agreeable.

3.0 Public Hearing: None

4.0 Directors Reports: none

5.0 Staff Report: Chief Gray gave the staff report-

-There were 54 calls with an average 5 people responding and a response time of 5 minutes, 40 seconds.

-Several administrative things including working on the budget and the LAFCO sphere of influence.

-Type 6 update: Ford is not producing any chassis right now, so we are in a holding pattern.

- Chief Gray asked the board members for their thoughts on purchasing used apparatus, would they consider it? Director Anderson asked the Chief how he felt about doing it. Director Foreman agreed that she would like the Chief's input. Chief stated he felt he could adequately evaluate the vehicles mechanically and thought it was a good option. Director Foreman stated it is fiscally responsible to consider as a possibility. Some discussion followed regarding used availability and pricing. Chief will research further. Director Crandell asked if financing is possible for used apparatus. Chief will also look into this.

- Chief Gray signed the contract with First Due for records management. The first year will cost \$7,000, and subsequent years will be \$6,000.

- Had some issues with EMT renewals across the County recently, due to some additional required information now required on training certifications. This past weekend we hosted medical training classes to get additional training hours done for those staff members in attendance.

- We had a successful Felton Remembers parade on Memorial weekend.

- Upcoming Training – countywide Active Shooter training will be hosted at Scotts Valley High School; we will have members participating three separate days.

Garden of Eden Training- a refresher with State Parks, CalFire, Zayante, AMR and Roaring Camp.

- Chief is trying new training plan implementation: using training assignments to people who are specialized in certain skills, i.e., ropes, medical, etc.

- Chief Gray will be on vacation next week, he'll be gone the 12th through the 19th. Director Foreman asked if this were visible on a calendar so that all staff are aware. He assured her they were aware.

Director Foreman asked the Chief about our COVID numbers in general amongst staff. Chief replied currently we are good. A couple of weeks ago we have a number of cases, causing him to cancel a training drill one week. Chief stated we are doing extra cleaning at each shift and run the air filtration machines continuously.

6.0 Unfinished Business:

6.1 LAFCO sphere of influence annexation- Gray / Anderson- Discussion and action

Chief Gray stated he spoke with Joe Serrano who discussed the process timeline and application. Chief has included the documents Joe provided for the board members to review. Director Anderson stated he and Joe have a meeting Wednesday with the County to get information on potential tax revenue. Some discussion followed regarding the fee costs and potential for affecting current district taxpayers. Chief discussed impacts and benefits. Director Foreman suggested developing FAQs related to this process ahead of time for discussing with the public and use on our website. Chief asked the board members if he should proceed with the application to which they were all agreeable.

Director Anderson added that he's talked to Joe about other remuneration possibilities.

6.2 PERS CEPPT pension prefunding trust and current unfunded accrued liability strategies – Presentation by Weist Law

At the Chief's request, our guest speakers were moved up in the agenda to begin their presentation at 6:07. Chief Gray introduced Andrew Flynn, Cal Muni Advisors and Cameron Weist, Weist Law LLC.

Andrew began with a slide presentation prepared to show Felton Fire District's CalPERS unfunded liability and potential planning options for the future to reduce the debt. They suggested a Pension Liability Management Policy to provide a roadmap for the future, and make improvements to our position. Our current 78% funded position should ideally be in the low 90%.

Director Crandell asked about costs for the described trust plans, to which Cameron replied roughly 8%. Director Foreman asked if the same analytics / matrix was used for all agencies, to which he replied yes if they were within CalPERS which most are. Director Anderson asked about the UAL and adding new employees' impacts, to which Cameron replied that improving our percent of funded into the 90s will help with that also. Additional discussion followed.

Cameron discussed other possibilities for capital financing, equipment leasing to improve our position.

Director Ladd asked how many of their clients are going with a policy and strategy like they've described. Cameron stated that many of their city clients have, and they have about 15 fire districts also.

Director Anderson asked if he could reach out for his other board position and pass their information on, as they also are in CalPERS.

Cameron will provide us a copy of their presentation slides.

Andrew explained that their initial process for the policy takes 2 to 3 months, and the costs for both firms is \$7,800. They also offer an annual check-up evaluation for \$1,750.

Chief Gray recommended the board read through the information thoroughly and take time to digest, then we can agendaize for next month and make a decision. Director Crandell asked the Chief for an earmark of funds in the budget in the case that they decide on these services.

6.3 Strategic planning process update- Gray/ Crandell- no action at this time

6.4 Draft preliminary budget 22-23 F/Y – Gray – Discussion and approval

Chief Gray stated that there were some adjustments made due to increasing costs, but the majority of line items remain the same. Chief commented that they are taking advantage of the flex fuel capability of the Fords and using ethanol to save on fuel costs. Director Ladd asked about any additional revenue generations. Chief responded yes, working on increasing some inspection fees. He is also working with Director Foreman in developing additional charges. Director Foreman also suggested looking at inspections / fees for Air BnBs for sources, some discussion followed.

Director Anderson made a motion to adopt the preliminary budget for FY 22/23, it was seconded by Director Ladd and passed.

Ayes: Directors Anderson, Crandell, Gelini and Ladd

Noes: none

Abstain: none

Absent: none

7.0 New Business:

7.1 Resolution 6-2022 – Resolution Requesting Consolidation of Election- Discussion and action.

Short discussion regarding the upcoming election process, and filing dates for incumbents Anderson and Crandell by the deadline of August 12, 2022. If they are unopposed, we are asking for the consolidation of election.

Director Anderson made a motion to adopt the resolution to continue virtual meetings and Director Gelini seconded.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: none

Motion carried.

7.2 Resolution 7-2022 to continue supporting AB 361- *Conducting virtual board meetings during a declared state of emergency*- Gray- discussion and possible action

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 Felton Fire Protection District Salary Schedule effective 04/17/22 – review and approval.

The Salary Schedule needs to be approved and resubmitted to PERS due to the Chief's increase in April. Director Anderson made a motion to approve the Salary Schedule and it was seconded by Director Gelini.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: none

Motion carried.

7.4 Resolution 8-2022 – Notice of application to Santa Cruz County LAFCO to annex Felton Fire Protection District sphere of influence.

Chief Gray explained the intent of the resolution and naming the Chief to complete the paperwork. Director Anderson made a motion to adopt the resolution and Director Crandell seconded.

Ayes: Directors Anderson, Crandell, Gelini, and Ladd

Noes: none

Abstain: none

Absent: none

Motion carried.

8.0 Approve paid vendor claims for the month of May 2022: Board members reviewed the vendor claims in the amount of \$13,196.70. Director Anderson asked about the unemployment payment. Chief explained it represents employees that can no longer work day shifts due to the PERS hour restriction and have filed for unemployment. Director Foreman commented she's glad to see the expense for Company Officer training for staff, she feels this is a great investment. Some discussion followed regarding training expense controls and ways Chief is trying to supplement paying for these. Claims were approved as presented on motion by Director Gelini and seconded by Director Anderson.

Ayes: Directors Anderson, Gelini, Ladd and Crandell

Noes: none

Abstain: none

Absent: none
Motion carried.

9.0 Closed Session: none

For the good of the order:

Director Foreman brought up that she would like to establish a Mac McDonnell scholarship fund of some sort, possibly naming her grandmother also. This is coming from both a personal and passionate place and her family would provide the seed money. She feels it's important to memorialize them, and potentially following chiefs.

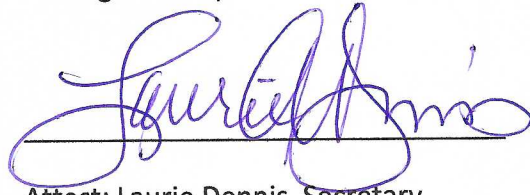
Chief Gray stated that the squad is the non-profit so this type of account would run through/ be managed by them. He suggested discussing it with the squad president. Chief asked Director Foreman for her thoughts on paper describing any ideas, then he can take it to the squad do further discuss.

10.0 Set date for the next meeting: Discussion regarding changing the meeting date, Monday July 11 will not work for Director Gelini. More discussion of possible dates. The next Regular Meeting will be held on **Tuesday, July 12, 2022 at 6:00 P.M.** Laurie has a conflicting meeting and will not be present, so someone else will take minutes. The meeting will be remotely via Zoom.

11.0 Adjourn: Director Foreman adjourned the meeting at 8:06 p.m.



Cyndi Foreman, Chairman



Attest: Laurie Dennis, Secretary