



FELTON FIRE PROTECTION DISTRICT

131 Kirby Street, Felton CA 95018 831 335-4422

Regular Meeting Minutes

Of The Board of Directors

June 03, 2024

Location: *Felton Fire Station Meeting Room*, 131 Kirby St, Felton California

1.0 Convene Meeting:

1.1 Call to Order: Meeting was called to order by Chairperson Jim Anderson at 6:02 p.m.

1.2 Pledge of Allegiance

1.3 Roll Call: Directors Jim Anderson, Norm Crandell, Mike Shults

1.4 Staff: BC Arndt, L. Dennis

Absent: none

Guests: Sam Humy of ABC-Law firm, Samantha Moeller, Patrick Rosso, Jason Bravin, Aidan Malmberg, Soren Andersen, Rebecca Mitchell, Mark Giblin, Mark Rose

Director Anderson stated that at the recommendation of our attorney Director Giblin and Director Rose would be joining the public and not voting tonight. We will have an agenda item at the next meeting to reinstate their appointed positions to the board, with a vote.

This is being done to "cure" an item alleging a Brown Act violation in the letter received from Dooright Enterprises that will be discussed under correspondence.

1.5 Approve meeting minutes of the Regular Meeting held on May 06, 2024 and Special Meetings held on May 23, 2024. Regular and Special meeting minutes approved as written on motion by Director Crandell and second by Director Shults and passed.

Ayes: Directors Anderson, Crandell and Shults

Noes: none

Abstain: none

Absent: none

1.6 Considerations of Additions to the Agenda: None.

2.0 Public Comment: Jason Bravin asked the board members if they were making any approval with Ben Lomond tonight, to which Director Anderson replied no. Aidan Malmberg read the Felton Fire Values from the Felton Fire website. He reiterated the squad members desire to follow these and belief in them. Sam Moeller expressed the frustrations of squad in the delays in any decision regarding shared services dragging on for months.

3.0 Public Hearing: None

4.0 Correspondence: Letter received from Dooright Enterprises dated May 22,2024 is entitled “Cure and Correct Demand”.

Director Anderson reviewed the letter which alleges Brown Act violation and improper handling of appointment of the two newest board members due to a closed session discussion. He further explained the presence of our attorney for guidance to ensure proper procedure is followed, and the reasoning for having the appointed Directors sit off the board during tonight’s meeting and not participate in voting. Appointment of the Directors will be agendized for the next meeting.

Some discussion and questions from squad members regarding timing and urgency to include the new board members for voting on important topics. Director Crandell stated we will have a Special Meeting to properly vote in the two members as soon as possible and as soon as it can be scheduled and posted. Director Anderson introduced Sam Humy of Atchison, Barisone and Condotti Law, to further explain. Sam stated there was a Brown Act violation which can be “cured”. He recommends a timeframe of within the next month to rectify. Director Anderson stated he will work on a response to the letter with the attorney’s assistance.

Director Anderson stated the letter also refers to Felton Fire staff recording and viewing closed sessions without consent or knowledge. Discussion followed; Sam Moeller stated all officers have access to cameras. Dan Arndt questioned the validity of the claims, as he’s researched the business name and persons and was unable to find any information. Director Anderson responded that wasn’t relevant as anyone could make such claims. Director Anderson stated in the future closed sessions will now be moved to a room without camera coverage.

5.0 Directors Reports: Director Anderson reported he has been seeking a new attorney for review of the potential agreement with Ben Lomond, as we currently both us ABC Law. Of the attorneys spoken with it appears Liebert, Cassidy & Whitmore may be the best choice, and he asked for approval to retain them. Director Crandell made a motion to spend up to \$5,000 initially and it was seconded by Director Shults.

Ayes: Directors Anderson, Crandell and Shults

Noes: none

Abstain: none

Absent: none

6.0 Staff Report:

BC Arndt stated he feels there is a lack of transparency with him and the staff from the board regarding the plan for Ben Lomond or whatever shared services. Going with CalFire seems to make sense and what we all want.

Director Anderson replied that there have been conversations regarding the potential shared services people, but there are no agreements ready to sign. More discussion

regarding the financial considerations and what is best for the district to pursue. Arndt expressed support for the staffs' feelings and wanted to use this time for them to share their concerns.

Director Anderson asked BC Arndt if he had any report to give on operations or response activity to the board. Arndt responded they are making the minimum response numbers and coverage, but it's difficult with the lack of volunteers. Arndt stated CalFire should be in the running still as they are the best option in his opinion.

Director Anderson responded that again the options are limited. Scotts Valley is too expensive and they are working on the others. Sam Moeller stated the staff that's responding is really tired and as a resident she is concerned and needs to see the progress moving faster. Other squad members echoed her concerns. P. Rosso asked where we are in the process timeline, as discussions began in September. Director Anderson replied we are waiting to hear back from Ben Lomond and to have legal review any agreements proposed but this will take some time.

7.0 Unfinished Business:

7.1 FY 2024/2025 Preliminary Budget – discussion / approval

Laurie pointed out the more significant edits made to the first draft and changes including increase of \$8,000 to Liability Insurance due to addition of ambulance and eventually Type 6. Addition of budgeted overtime of \$3,000. Addition of \$216,650 for Type 6, as it will likely not arrive until late June or after and paid after then. Addition of these expenses will decrease amount for Contingencies by \$300,000. There will still be time in the next few months to make adjustments before approval of the Final Budget prior to October 1, 2024.

Director Crandell made a motion to approve the FY 2024/2025 Preliminary Budget as presented and it was seconded by Director Shults.

Ayes: Directors Anderson, Crandell and Shults

Noes: none

Abstain: none

Absent: none

7.2 No unapproved overtime hours – discussion / action

Director Anderson explained the intent of this item was to address clarifying overtime for full-time employees. BC Arndt stated there should only be minimal overtime for after-hours calls causing full-time employees to hold over. Arndt stated he'll explain further in item 8.1

7.3 Instating a temporary hiring freeze (with clarifications about new out-of-district hires) - discussion/ action

Directors Anderson and Crandell stated this related to trying not to equip anyone new any further before then end of this budget June 30th. They still realize the

target goal of adding 10 new people, but that will occur in the new budget year. Director Shults brought up the Internship Program at Boulder Creek for potential new hires for Felton. Discussion followed, it seemed the ones that live in Felton will be moving elsewhere and not available to us.

7.4 Squad/staff hierarchy and communication during this transition time – discussion/action

Director Crandell stated BC Arndt works with the squad side of operations. He commended the officers for doing a stellar job of covering shifts and making it happen. J. Bravin asked about using websites to search for a Chief as Mark Rose suggested earlier on. Director Shults stated trying to hire a Chief with the training and adequate certification is tough. Director Anderson added it's also a difficult choice whether to spend \$200,000 to try to bring in someone for possibly a short time to a department with financial and staffing issues; and that's why looking at a short-term shared service option is more sensible and affordable.

D. Arndt said our ace in the hole is still CalFire and we need to move and do an RFP as he doesn't see that's been done.

Director Crandell explained the process began in that manner with all the potential departments spoken with. He advised D. Arndt if he'd like to prepare and RFP to send the board would look at it.

7.5 Limiting spending during this transition time - discussion / action

Director Anderson reiterated we need to keep a close eye and limit spending. He added it's a case of want vs need when considering a spend.

7.6 Share Services Committee update (Crandell/Anderson)

a) Shared Services- update- Scotts Valley & Cal Fire

Director Crandell reported that Scotts Valley services would consist of 10% of a Chief and an on-site Battalion Chief totaling \$300,000 which is before any of the other staffing costs. It would total over \$800,000. Their firefighters and union are not in support. Soren Andersen asked if we would be able to participated somehow in their PCF program to which Crandell replied no, as their firefighters and union did not support the idea.

D. Arndt cited the California Public Resources Code 4144 and the importance of getting an RFP going. He added there would be lots of savings in this relationship including NetCom costs, training costs and more, not necessarily reflected in the \$790,000 price. He feels no one is still talking about CalFire and there has been no side-by-side comparison. He asked why isn't it being done in parallel. He recited portions of the CalFire Amador Plan. He stated he's had conversations with Nate Armstrong who told him it's only verbal and nothing is in writing.

Director Crandell again suggested D. Arndt draft an RFP for CalFire which he agreed to do.

b) Shared Services- Ben Lomond (Crandell & Anderson)

Director Crandell reported that Ben Lomond Fire Board will be meeting to discuss the potential shared services with us on Wednesday June 19 in the morning. We will plan to have a Special Board meeting that evening to hear their feedback and discuss their response.

7.7 Fire Chief Committee update

Director Crandell stated until we know we can continue to pay a Chief; we need a short-term fix. We plan to research and go for a tax measure or assessment. If we are able to obtain that funding, we can then move forward to seek a Chief.

8.0 New Business:

8.1 Proposed updates to policies- D. Arndt – discussion / action

BC Arndt presented the draft policies/procedures manuals for Volunteer Response Expectations and Overnight Shift Program. He explained some of the qualifications and requirements for response, and differences for out-of-district responders. There are stipulations for minimum number of responses. He will clarify some of the details and bring back for the next board meeting for approval. S. Moeller requested consideration of changing volunteer per-response pay so that Firefighter, EMT and Firefighter/EMT are all equal at \$15. Arndt will include this revision in response fee for approval in his policies also.

9.0 Approve paid vendor claims for the month of May 2024: Board members reviewed the vendor claims in the amount of \$96,608.31 for the month of May 2024. Director Crandell asked about the payment to EDD. Laurie explained we are billed for unemployment claims as they are submitted, as we are considered “pay as you go” for unemployment claims. We do not pay into an account ahead of time. Claims were approved as presented on motion by Director Shults, seconded by Director Crandell and approved unanimously.

Director Anderson adjourned the public meeting at 7:45 p.m. for the board to go into closed session.

10.0 Closed Session: Discuss personnel issue with Battalion Chief position

The closed session was called to order by Director Anderson at 7:54 p.m.

The closed session ended at 8:08 p.m.


Director Anderson reopened the public meeting at 8:09 p.m. There was no reportable action. Director Anderson confirmed that Dan Arndt is the acting Battalion Chief.

Board members discussed having a Special Meeting on Wednesday June 19, 2024 at 6:00 p.m. Director Crandell clarified the potential agenda items would be:

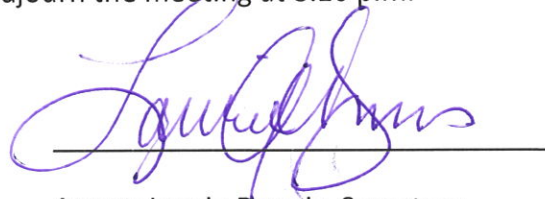
Vote to reinstate Directors Giblin and Rose / Discuss Ben Lomond response / Arndt report on RFP request to CalFire. Laurie will post the agenda next week.

11.0 Set date for the next meeting: The next Regular Meeting will be held on **Monday, July 01, 2024 at 6:00 P.M.**

12.0 Adjourn: Director Anderson moved to adjourn the meeting at 8:10 p.m.



Jim Anderson, Chairperson



Attest: Laurie Dennis, Secretary