

SOUTH PLACER FIRE DISTRICT
BOARD OF DIRECTORS
Regular Board Meeting Minutes
December 16, 2015

REGULAR BUSINESS

The South Placer Fire District Board of Directors regular meeting was called to order on Wednesday, December 16, 2015 at 7:04 p.m. by President, Mike DeLaurentis.

Present:

Mike DeLaurentis, President
Dave Harris, Vice-President
Sean Mullin, Clerk
Gary Grenfell, Director
Terri Ryland, Director

Absent:

None

Staff in Attendance:

Fire Chief, Eric Walder
Deputy Chief, Karl Fowler
Board Secretary, Kathy Medeiros
Captain Paramedic, Darren Zimmerman
Battalion Chief, Jason Brooks

Special Presentation: None

Public Comment: None

Closed Session: None

Consent Agenda: Director Mullin made a motion to approve the consent agenda; seconded by Director Ryland. Carried

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

OLD BUSINESS

Fiscal Year 2014/15 Audit Acceptance: Staff recommends review and acceptance of the Fiscal Year 2014/15 third party audit conducted by Robert W. Johnson, District Auditor. Chief Walder began that each year it is standard procedure to review and accept the proposed final audit. He continued that Director Ryland had reviewed and approved of the audit findings. Director DeLaurentis noted that there were no deficiencies or material weakness discovered during the audit process. Chief Walder reported that the additional financial reporting of unfunded liabilities for the District were high, but consistent with the financial position of all public agencies.

Director Ryland made a motion to accept and approve the final audit report for Fiscal Year 2014/15. Seconded by Director Grenfell. Carried

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

Cal PERS Contract Amendment: Staff recommends approval of the Final Resolution to add Section 20903 (Two Years Additional Service Credit) for local miscellaneous and safety members. In November 2015, the Board approved the Resolution of Intention to add Section 20903 (Two Years Additional Service Credit) for local miscellaneous and safety members. Chief Walder explained that the Board would be adding the amendment to the contract at this time, but the additional service credit would not be offered without a Certification of Compliance Resolution stating the fiduciary needs of the Fire District necessitated the amendment window to be opened. Board Secretary Medeiros explained that at the time Section 20903 becomes operative the Board would then certify at that time that the District is subject to the provisions of Section 20903.

Director Grenfell made a motion to approve Resolution No. 9-2015/16 Authorizing an Amendment to the Contract. The motion was seconded by Director Mullin.

Roll Call:

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

NEW BUSINESS

2016 Board of Director Officers and Committees: Staff recommends board officer position elections and committee appointments for 2016. Chief Walder explained that this is standard procedure each December. The Board will need to elect a new President, Vice President, Clerk, and appoint members to various standing committees for the subsequent calendar year per the District policy manual section 2240 and 2250. Director Ryland nominated Director DeLaurentis for Board President for 2016. Director DeLaurentis made a motion to carry forward all nominations for Board Officers and Committees as presented in 2015. Seconded by Director Ryland. Carried

President Michael DeLaurentis
Vice President Dave Harris
Clerk Sean Mullin

Personnel Committee Dave Harris & Gary Grenfell
Finance Committee Terri Ryland & Sean Mullin
Facilities Committee Terri Ryland & David Harris
FAIRA Eric Walder (primary) & Michael DeLaurentis (alternate)
FASIS Gary Grenfell (primary) & Eric Walder (alternate)
FDAC Eric Walder

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

2016 Board Meeting Schedule: Staff recommends review of the proposed 2016 Board Meeting Schedule. Chief Walder noted that this is standard procedure each year for the Board to adopt an

annual meeting calendar. The Board and staff reviewed the proposed 2016 Board meeting schedule. Chief Walder noted that there were no schedule conflicts.

Director Mullin made a motion to approve the Board meeting schedule for 2016 as presented. Seconded by Director Grenfell. Carried

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

Placer County LAFCO Alternative Representative Election: Staff recommends discussion and selection of ballot candidate. Chief Walder explained that two special district representatives and one alternate representative serve on the Placer County Local Agency Formation Commission (LAFCO). Due to the unfortunate passing of Brian Sheehan, who served as the alternate Special District representative, it is necessary to select a new candidate to serve his remaining term which expires in May 2016. Chief Walder noted that he did not know the four candidates: Neil Cochran of Foresthill Public Utility District, Susan Daniels of North Tahoe Public Utility District, Alex Harvey of Placer Hills Fire Protection District, and Mike Lynch of Auburn Recreation District. He recommended Alex Harvey for the position based on his reputation with Placer Hills Fire District and his experience in a Fire District.

Director Grenfell made a motion to select candidate Alex Harvey of the Placer Hills Fire Protection District for the Placer LAFCO special district alternate position. Seconded by Director Ryland. Carried

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

Catastrophic Leave Policy 0300: Staff recommends review and possible action to approve the new Catastrophic Leave Policy 0300. The District, SPFAOA, and Firefighters Local 3809 developed a catastrophic leave standard operating procedure (SOP) in 2005. The SOP permitted employees to donate paid leave to specific employees in the event of an employee's own serious health condition or to care for an employee's spouse, child or parent with a serious health condition. The SOP was developed by District legal counsel and approved in 2005. The approved SOP had a sunset clause of June 30, 2006. Chief Walder continued that employees cannot donate their sick hours- only vacation, compensatory time, holiday or administrative leave. There is no cost to the District for the SOP and the policy states the employee cannot use replacement pay to exceed 100% of their gross regular pay.

Director Grenfell made a motion to approve the new Catastrophic Leave Policy 0300. Director Harris seconded the motion. Carried

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

Fire Impact Fee Reporting Annual and Five Year Reports: Staff recommends discussion of reporting requirements and authorization to execute the agreement. The District collects mitigation fees on new development within the District as outlined in the current Nexus study. The District keeps a running account of all mitigation expenditures and revenues. Due to a recent court case expanded reporting requirements have been required of agencies collecting development fees.

Chief Walder continued that staff and legal counsel recommend entering into an agreement with SCI to develop a report that will satisfy the requirements of the Mitigation Fee Act (Government Code Section 66000 et seq.). The cost for the reporting is estimated at \$2,600.

Director Ryland made a motion to authorize Chief Walder to execute the agreement with SCI Consulting Group. The motion was seconded by Director Grenfell. Carried

Ayes: Harris, DeLaurentis, Mullin, Grenfell, Ryland Noes: None Abstain: None Absent: None

INFORMATION AND DISCUSSION

None

Correspondence: A letter from the Placer County Grand Jury was distributed regarding the online availability of responses to the 2014-15 Grand Jury Final Report. A letter of appreciation was received from the City of Sacramento Fire Department for the assistance by Engineer Justin Silva for the Engineer Promotional Exam. A card thanking District Paramedic Firefighter Cody Forrest for his medical assistance while off-duty.

Chief's Report:

- The Toy Drive at Paul Martins was a success. Engineer Tribur organized the event and received \$2,350 in gift cards and truckloads of new toys. The Annual Food & Toy drive is still ongoing at all stations.
- Intern and live-in firefighters gave parking assistance for the Make-A-Wish home tour event at St. Joseph Marello Church.
- District personnel assisted boy scouts and church personnel with project cleanup at the vacant property behind Station 19.
- Auburn Elk's Lodge #1691 recognized Captain Donavon Gray for his service to the District.
- Penryn and Newcastle Fire District are awaiting for the Placer County Fire Services Improvement plan before making any changes in their organizations.
- All requested information has been submitted for the fire service improvement study
- Captain testing scheduled for January 2016.
- Captain Ellingford's official retirement date was effective December 12th.
- Chief Bettencourt's official retirement date was December 12th. The change of command ceremony was a great success with positive feedback from all involved.
- Staff is working on a report analyzing the data regarding the impact of Medicare patients on the District's revenue and deployment.
- Meet and confer to begin soon with the SPFAOA and the Local 3809. The first meeting will be to set ground rules.
- Quarterly Finance Committee meetings need to be established beginning this January if possible.

Functions: None

Board/Staff Comments: Director DeLaurentis congratulated Deputy Chief Karl Fowler and Fire Chief Eric Walder for the recent promotions and wished them luck in their new positions.

Future Agenda Items: 2nd Quarter Budget Report, 1st hearing 2015/16 New Development Fire Fee Plan

There being no further business to come before the Board, the meeting adjourned at 7:45 p.m. The next regular meeting will be held on Wednesday, January 20, 2016.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathy Medeiros". The signature is written in a cursive, flowing style.

Recording Secretary, Kathy Medeiros