

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
Wednesday, October 13, 2021, 5:30 pm**

MINUTES

President McKenna called the meeting to order at 5:31 pm.

BOARD MEMBERS PRESENT Directors Ek, McKenna, Muns, Nelson, Pierce and Robles

BOARD MEMBERS ABSENT Director Raddatz

STAFF PRESENT Fire Chief Brainard, Division Chiefs Browning and Lawler, Administrative Officer/Finance Officer Harris, Deputy Fire Marshal Napier, and Administrative Assistant Rians

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of October 13, 2021, was posted at District Headquarters on Friday, October 8, 2021, at 5:00 pm.

Director Muns led the Pledge of Allegiance.

PUBLIC COMMENT

None

President McKenna adjourned the meeting to Closed Session at 5:34 pm.

CLOSED SESSION AGENDA ITEMS

1. Closed Session – Public Employee Performance Evaluation (Government Code §54957)
Contract Title: Fire Chief
2. Closed Session – Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiator: Joseph Sanchez
Contract Title: Fire Chief
3. Closed Session - Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Directors Ek, McKenna, Robles, & Attorney Joseph Sanchez
Employee Organization: Chief Officer’s Association of San Miguel
4. Closed Session - Conference with Labor Negotiator (Government Code §54957.6)
Agency Negotiators: Directors Ek, McKenna, Robles, & Attorney Joseph Sanchez
Employee Organization: Division Chief, Deputy Fire Marshal, Administrative Officer/Finance Officer, Administrative Analyst, Accounting Specialist, Administrative Assistant, Fire Inspector(s), Logistics Officer
5. Closed Session – Conference with Legal Counsel – Potential Litigation
(Subdivision (b) of Government Code §54956.9) – Number of Cases: 1

President McKenna reconvened the meeting to Open Session at 6:45 pm.

CONSENT AGENDA ITEMS

Upon a motion by Director Nelson, second by Director Pierce, and vote (unanimously in favor with Director Raddatz absent), the Consent Agenda was approved.

CONSENT AGENDA ITEMS

- 6. Approve the Minutes: Regular Meeting of September 8, 2021
- 7. Approve Board Member Stipend Payments.

INFORMATIONAL AGENDA ITEMS

- 8. Key Performance Measures (KPMs) – The Fire Chief will present the quarterly KPMs for discussion.

Chief Brainard presented 35 Key Performance Measures, and clarified:

KPM "05" was changed from 10 minutes to 12 minutes:

KPM "05" measures how long it takes to provide an effective fire force on a working structure fire. The strictest guideline is NFPA which recommends 17 firefighters arrive in ten minutes or less. That guideline is typically only met in areas where there are a minimum of four firefighters per apparatus, double house fire stations responding an engine and truck and more densely populated response areas with less square miles between fire stations. Ten minutes is not obtainable in San Miguel based on current daily staffing. Many agencies have adopted a more obtainable goal of 12 minutes which will be our measure for FY21/22.

KPM "06" was changed from 5 minutes to 10 minutes:

KPM "06" measures the amount of elapsed time from arrival at scene to announcing a primary victim search has been completed. There are many variables that directly affect how long it takes to have a firefighter in full PPE ready to enter an IDLH environment and complete a primary search. Again, three-person fire crews are significantly disadvantaged over four person crews, size of the structure, access, and single-family dwellings vs condominiums to name just a few. We will monitor this KPM and assess where time can be shaved without compromising safety and strive to meet the ten-minute goal.

REPORTS

- 9. Committee Reports
None
- 10. Directors' Reports
None
- 11. Chief's Report
 - Action Plan Recap from September 8, 2021, Board Meeting:
 - AO/FO Harris to bring forward an analysis and additional details for a new Administrative position - Either November or December Board Meeting
 - Follow up with Legal Counsel regarding electronic devices and their susceptibility in records requests – Attorney Joseph Sanchez will provide information
 - COVID / Delta / Flu
 - Fall and Winter expected to be significant

- COVID reduced flu cases last year so minimal natural immunity
- Theoretically some protection from initial COVID vaccinations may be diminishing
- Israel data suggests an upward bump
- ARPA reimbursement process
 - October 25 meeting with County and all Fire Districts
 - Fire Districts and County information on submission process
- CARES Funds
 - AO/FO Harris will be submitting application by deadline and has determined methodology to be used for funds
- Solar for remaining 8 Stations - Goal proposal January 2022
- Cottonwood Sand Mine and Ivanhoe Ranch Traffic Impact
 - DFM Napier provided an update and answered questions of the Board
- Fire Mitigation Fees - Currently 58¢/sq ft.
 - County hiring a consultant to recommend appropriate fee - April 2022
- Prop E Volunteer Citizen Oversight Committee
 - Article in the Union Tribune
 - San Miguel website and social media pages
- Significant Incidents
 - Windy Fire - 6849C OES Type 3 with Chief Blunt as Strike Team Leader Trainee
 - Santee Plane Crash - E19, LA 46 and San Miguel Chaplain Helewa
 - Received calls commending Helewa (Shepard 2)
 - October 4 High Wildland, multiple fires from lightning strikes
 - At one point, 7 fires within District
- September 21 - Large RV fire with threat to vegetation

12. Association of San Miguel Chief Officers Communications
Battalion Chief Ron Quinlan discussed the active Captain's Exam and explained that candidates include San Miguel personnel as well as personnel from outside agencies.

13. Association of San Miguel Firefighters Communications
Captain CJ Marin, Local 1434 Secretary, shared that the Local is participating in the Octoberstache fundraisers.

14. Correspondence
Chief Brainard shared a 'Thank You' letter from the Kiwanis, who hosted personnel from San Miguel at their Annual First Responders Dinner.

ACTION PLAN RECAP

Legal Counsel to provide a direct statement regarding personal electronics and their susceptibility in Public Records Act Requests.

The next Board Meeting will be a Regular Meeting, November 10, 2021, 5:30 pm, District Headquarters

President McKenna adjourned the meeting at 7:23 pm.

Prepared and Submitted by:

Shayna Rians

Board Recording Secretary