

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
Wednesday, December 13, 2023, 5:30 pm  
District Board Room - 2850 Via Orange Way (2nd Floor), Spring Valley, CA 91978**

**AGENDA**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

Agenda items shall be addressed in the published order unless a member of the Board or a member of the public requests a specific item be taken out of order, and the Board agrees to do so.

**PUBLIC COMMENT**

*The public may bring an item not on the agenda forward; however, the Board will not be able to take any action at this meeting. If appropriate, the item will be referred to the Board and/or Fire Chief to determine if the item will be placed on a future Board agenda. Items from Board members or Staff may not be discussed by the Board but, if appropriate, will be placed on a future Board agenda. To facilitate business proceedings, a three (3) minute period shall be allotted to each person addressing the Board. Any writings or documents provided to a majority of the members of the San Miguel Consolidated Fire Protection District regarding any item on this agenda will be made available for public inspection in the San Miguel Consolidated Fire Protection District Headquarters located at 2850 Via Orange Way, Spring Valley, California, during regular business hours.*

**Assistance for Those with Disabilities** (Compliance with the Americans with Disabilities Act (US Code Title 42)): *If you need an accommodation to participate in the meeting, please call (619-670-0500) or email ([info@sanmiguelfire.org](mailto:info@sanmiguelfire.org)) and Board Clerk Shayna Rians will coordinate.*

**SPECIAL PRESENTATION**

San Miguel Leadership will conduct badge-pinning for Fire Personnel and acknowledge retiring personnel (intermission to follow).

**CLOSED SESSION AGENDA ITEMS**

1. Closed Session - Conference with Labor Negotiator (Government Code §54957.6)  
Agency Negotiators: Directors McKenna, Muns, Robles, & Attorney Joseph Sanchez  
Unrepresented Employees: Division Chief(s), Administrative Officer/Finance Officer, Deputy Fire Marshal, Administrative Analyst, Human Resources Specialist, Accounting Specialist, Executive Assistant/Board Clerk, Fire Inspector(s), Fire Services Officer
  
2. Closed Session – Conference with Labor Negotiator (§54957.6)  
Agency Negotiators: Attorney Joseph Sanchez  
Title: Fire Chief

**CONSENT AGENDA ITEMS**

3. Approve the Minutes - Regular Meeting of November 8, 2023
  
4. Approve Board Member Stipend Payments

**INFORMATIONAL AGENDA ITEMS**

5. San Miguel Meeting Guide – Executive Assistant/Board Clerk Rians will present an updated Meeting guide for the Board of Directors to review and provide feedback/changes for ease of use.
  
6. Zone 1 Contract Update – The Fire Chief will present an informational update on the Zone 1 Contract.

**ACTION AGENDA ITEMS**

- 7. Terms of Employment – The Board of Directors will discuss and may take action on ratifying the Terms of Employment for the following group: Unrepresented Executive Chiefs and Executive Staff for the term of January 1, 2024 – December 31, 2024.
- 8. Terms of Employment – The Board of Directors will discuss and may take action on ratifying the Terms of Employment for the following group: Unrepresented Fire Prevention Management Staff for the term of January 1, 2024 – December 31, 2024.
- 9. Terms of Employment – The Board of Directors will discuss and may take action on ratifying the Terms of Employment for the following group: Unrepresented Employees for the term of January 1, 2024 – December 31, 2024.
- 10. Memorandum of Agreement (MOA) between San Diego County Fire Protection District and San Miguel Consolidated Fire Protection District for Emergency Medical Service – The Board of Directors will receive information and may take action on the agreement request.
- 11. San Diego Regional Fire Foundation (SDRFF) Fire Department Grant – The Board of Directors will receive information and may take action on a grant request for a Type 3 Apparatus.
- 12. Station 16 Renovation – The Board of Directors will receive information and may take action on the request to separate Station 16’s Renovation into two Public Works projects for the best interest of the District.
- 13. Allocation of 2022/2023 General Fund Reserve – The Board of Directors may accept the recommendation of where to allocate General Fund Revenue into Reserve Funds.
- 14. Election of Board Officers – The Board will elect Board Officers pursuant to Board Policy Manual item 201.1. The Officers of the Board are the President, Vice President, and Secretary.

**REPORTS**

- 15. Committee Reports
- 16. Directors’ Reports
- 17. Chief’s Report
- 18. Association of San Miguel Chief Officers Communications
- 19. Association of San Miguel Firefighters Communications
- 20. Correspondence

**ACTION PLAN RECAP**

**NEXT MEETING** – Regular Meeting, January 10, 2024, 5:30 pm, District Headquarters

**ADJOURNMENT**

**CERTIFICATION OF POSTING** I certify that on December 8, 2023, a copy of the foregoing agenda was posted on the District’s website and near the meeting place of the Board of Directors of the San Miguel Consolidated Fire Protection District, said time being at least 72 hours in advance of the Board of Directors meeting (Government Code §54954.2). Executed at Spring Valley, California on December 8, 2023

*/s/ Shayna Rians* \_\_\_\_\_ Shayna Rians, Board Clerk

The District reserves the 4<sup>th</sup> Wednesday of each month for an additional Regular Meeting if needed.

In accordance with AB 2647, Agenda and supporting documents are available online at <https://www.sanmiguelfire.org/board-meetings>