

San Miguel Consolidated Fire Protection District

Regular Meeting of the Board of Directors

MINUTES

Wednesday, August 14, 2024 - 5:30 p.m.

President Robles called the meeting to order at 5:30 p.m.

BOARD MEMBERS PRESENT Directors McKenna, Muns, Nelson, Pierce, Raddatz, Robles, and Woodruff

BOARD MEMBERS ABSENT None

STAFF PRESENT Fire Chief Lawler, Division Chiefs Durrell and Riley, Battalion Chief Christiansen, Administrative Officer/Finance Officer Harris, Fire Marshal Newman, and Executive Assistant/Board Clerk Rians.

Director Nelson led the Pledge of Allegiance

APPROVAL OF AGENDA

By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of August 14, 2024, was posted at District Headquarters on Friday, August 9, 2024, at 5:00 p.m.

PUBLIC COMMENT

None.

SPECIAL PRESENTATION

Firefighter Paramedic Arteaga presented a PowerPoint about USAR (Urban Search and Rescue), and had his K9, Sid, perform a demonstration.

Meeting attendees went outside for the K9 demonstration, with the meeting taking an intermission from 5:52 – 5:59 p.m.

1. CONSENT AGENDA ITEMS

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

1.1 Approval of the Minutes – Regular Meeting of July 24, 2024.

1.2 Approval of Board Member Stipends.

1.3 Receive and File Quarterly Investment Report in Accordance with California Government Code.

1.4 Review the credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.

2. INFORMATIONAL AGENDA ITEMS

2.1 Division Chief Riley provided a facilities update to the Board.

2.2 Battalion Chief Christiansen provided a Training Division update to the Board.

3. ACTION AGENDA ITEMS

Second Reading and Adoption of Ordinance 24-04 (Annexation 4).

Upon a motion by Director McKenna, second by Director Nelson, and vote (unanimously in favor), the second reading of Ordinance 24-04 was waived, and Ordinance 24-04 was introduced by title only.

Upon a motion by Director Nelson, second by Director Raddatz, and vote (unanimously in favor), Ordinance 24-04 was adopted.

3.1 Committee Intent Policies – The Board will consider approving additions to the Board Policy Manual.

There was discussion regarding ERAF and verbiage contained in some of the draft policies, resulting in the Committee Intent Policies being tabled and set for discussion and possible vote at the next meeting.

4. REPORTS

4.1 Committee Reports

Director Raddatz shared that the Finance Committee will meet at the end of the month.

Director Woodruff commended the Chief and staff on reports and being updated on matters in the District.

Director Muns attended the Heartland Communications Commission meeting, sharing that multiple personnel have been acknowledged for their work, and noted that an emergency need arose to replace the power backup system.

4.2 Directors Reports

Director Raddatz requested that handouts/presentations to the Board be saved somewhere for Directors to access.

Director Muns spoke regarding the Anita Fire and commended the suppression response, also noting a smooth activation of the Genesis Protect program.

Director McKenna commended Chief Lawler for his proactive work building relationships, securing funds, and leading the District. She also congratulated the four Directors who submitted their re-election paperwork unopposed.

Director Robles acknowledged Chief Lawler's attendance at the Spring Valley Community Planning Group meeting, and said the community appreciated him keeping them informed.

4.3 Fire Chief Report

See *Attachment A*

4.4 Association of San Miguel Chief Officers Communications

Battalion Chief Christiansen shared that Engineer Delgadillo has completed CalJAC training and is now a journeyman Engineer.

4.5 Association of San Miguel Firefighters Communications

None.

4.6 Correspondence

Chief Lawler shared an email received from a resident thanking suppression personnel for their quick work to stop the recent Anita Fire.

5. CLOSED SESSION

5.1 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez

Employee Organization: Association of San Miguel Firefighters IAFF Local 1434

5.2 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators: Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez

Employee Organization: Chief Officer's Association of San Miguel

5.3 Conference with Labor Negotiator (GOV §54957.6)

Agency Negotiators:	Directors McKenna, Muns, Robles, and Attorney Joseph Sanchez
Unrepresented Employees:	Division Chief, Fire Marshal, Administrative Officer/Finance Officer, Administrative Analyst, Human Resources Specialist, Accounting Specialist, Executive Assistant/Board Clerk, Fire Inspector(s), Fire Services Officer

President Robles adjourned the meeting to Closed Session from 7:22 p.m. to 8:08 p.m.

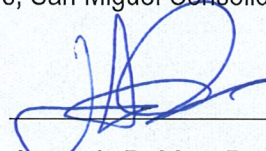
ACTION PLAN RECAP

- Committee Intent Policies to be added as an Action Item on the next meeting agenda.
- Chief Lawler to research any updates related to the Educational Revenue Augmentation Fund (“ERAF”) discussions and any committee work being completed.
- Board Clerk Rians to establish a SharePoint folder for Directors to access handouts and presentations
- Board Clerk Rians to schedule public notice to be published announcing Ordinance 24-04 adoption.
- Chief Lawler and Board President to draft a “Proof of Funds” letter for potential purchase of property for permanent Station 19.
- Chief Lawler to contact Rojas Public Affairs to see what outreach was completed on the District’s behalf.

*The next Board Meeting will be a Regular Meeting on **September 11, 2024, at 5:30 p.m.**, District Headquarters.*

President Robles adjourned the meeting at 8:10 pm.

Minutes approved at the Regular Meeting of the Board of Directors, San Miguel Consolidated Fire Protection District, on September 25, 2024.



Jesse A. Robles, Board President

Attest:



Shayna Rians, Board Clerk