



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF September 14, 2016

1. Call to Order - 7:00 P.M.

The regular meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, September 14, 2016 at the City of Scotts Valley Council Chambers. Director Alan Smith called the meeting to order at 7:00 p.m.

1.1 Pledge of Allegiance and Moment of Silence

Director Alan Smith called for the Pledge of Allegiance and a Moment of Silence to follow for the safety of all the Firefighters on the front lines of the Soberanes Fire and other fires in the State.

1.2 Roll Call

A. Directors Present:	Directors Armstrong, Campbell, Alan Smith and Art Smith
B. Directors Absent:	President Warren
C. Fire District Staff:	Chief Grebil, Battalion Chief Theilen and Administrative Secretary Walton

2. Public Comment (GC §54954.3)

None

3. Agenda Amendments (GC §54954.2) – Discussion/Action

Chief Grebil stated that the handouts for the Amended Memorandum of Understanding (MOU) for Items 4.4, 4.5, 4.6, 4.7 and the Revised Publicly Available Pay Schedule for Item 5.1 were presented to the Board this evening. Chief Grebil noted that the Consent Calendar Expenses were for August and not July as listed.

Chief Grebil stated that Scotts Valley Firefighters I.A.F.F. Local 3577 elected new officers and the letter has been presented to the Board. President Jesse Trask and Vice President Dennis Petteys are present at the meeting this evening if the Board has any questions.

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of August 10, 2016

4.2 Payroll: Approve August Payroll 16 and 17 in the amount of: \$424,124.08

4.3 Expenditures: Approve Expenditures for July in the Amount of:

<u>General Fund:</u>	\$ 71,527.96
<u>SCHMIT:</u>	\$ 3,916.27
<u>TOTAL:</u>	\$ 75,444.23

4.4 Approve an Amendment to the Memorandum of Understanding with the Scotts Valley Firefighters I.A.F.F. Local 3577 Which Includes a Term Extension through June 30, 2017, Discussion/Action

4.5 Approve an Amendment to the Memorandum of Understanding with the Chief Officers Which Includes a Term Extension through June 30, 2017, Discussion/Action

4.6 Approve an Amendment to the Memorandum of Understanding with the Administrative Secretary Which Includes a Term Extension through June 30, 2017, Discussion/Action

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4.7 Approve an Amendment to the Memorandum of Understanding with the Secretary Receptionists Which Includes a Term Extension through June 30, 2017, Discussion/Action

The Consent Calendar was enacted upon by one motion.

On motion of Director Armstrong seconded by Director Art Smith to Approve the Consent Calendar Items 4.1 Thru 4.7 with Correction to the Expenditures for August 2016 instead of July 2016 as Listed was approved by the following vote:

AYES: Armstrong, Campbell, Alan Smith and Art Smith
NOES: None
ABSENT: Warren
ABSTAIN: None

5. Action Items

5.1 Adoption of a Revised Publicly Available Pay Schedule per Government Code §20636, Discussion/Action

Chief Grebil stated that the Board is required to adopt a Publicly Available Pay Schedule per Government Code §20636. The Pay Schedule has been updated to reflect the MOU Amendments approved with the Consent Calendar earlier in the meeting. Chief Grebil noted that the salary changes take effect September 24, 2016 with exception of the Paid Call Firefighter position, which will be effective December 3, 2016 to correspond with the increase in minimum wage effective January 1, 2017.

On motion of Director Campbell seconded by Director Art Smith to Approve Item 5.1: Adoption of the Revised Publicly Available Pay Scheduled per Government Code §20636 was approved by the following vote:

AYES: Armstrong, Campbell, Alan Smith and Art Smith
NOES: None
ABSENT: Warren
ABSTAIN: None

5.2 Review/Amend the Administration of Fire Services Agreement with the Branciforte Fire Protection District, Discussion/Action

Chief Grebil stated that October 1, 2016 will be the one year mark providing Administration of Fire Services for the Branciforte Fire Protection District (BFPD). The BFPD ended the 2015/2016 Fiscal Year (FY) with \$180,000 reserves and a balanced budget for the 2016/2017 FY. The BFPD also had a mail in Special Tax, which passed by 89% and will double the current Special Tax they receive. Since the BFPD is financially stable, they should pay for the Administration of Fire Services. The Agreement was originally amended to bill \$715 per month for clerical services, which will continue. The new amendment will include billing \$2,200 per month for Fire Chief Services. There will be no charge for Duty Coverage as it is provided through mutual aid. The BFPD Board is aware that the SVFPD will be proposing to begin billing for the Administration of Fire Services and has budgeted accordingly. Moving forward, this will give the BFPD money in the budget to hire a part-time Fire Chief.

Chief Grebil stated that the recommend action is to amend the Administration of Fire Services Agreement to include billing \$715 for clerical services and \$2,200 for Fire Chief Services per month and authorize the Vice President to sign the agreement once finalized.

On motion of Director Art Smith seconded by Director Armstrong to Move Forward with the Amendment to the Administrative of Fire Services Agreement with the Branciforte Fire Protection District and Authorize the Vice President to Sign the Amended Agreement was approved by the following vote:

AYES: Armstrong, Campbell, Alan Smith and Art Smith
NOES: None
ABSENT: Warren
ABSTAIN: None

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5.3 Review CalPERS Annual Valuation Reports as of June 30, 2015 (Safety & Miscellaneous Plans) – Discussion/Action

Chief Grebil reviewed the cover letter of the CalPERS Annual Valuation Reports for the Class/PEPRA Safety and Miscellaneous Plans listing the unfunded liability and rates. The link to the full report was included in the Board Packet. Chief Grebil stated that the recommended action is to review and receive the reports.

Director Armstrong pointed out that the unfunded liability for the safety plan is \$405,353 and more than doubles over the next five years, which is a huge increase.

On motion of Director Alan Smith seconded by Director Campbell to Review and Receive the CalPERS Annual Valuation Reports as of June 30, 2015 was approved by the following vote:

AYES: Armstrong, Campbell, Alan Smith and Art Smith
NOES: None
ABSENT: Warren
ABSTAIN: None

6. **Board of Directors and Chief Officers Reports – Information/Discussion**
(No action will be taken on any questions raised by the Board at this time.)

6.1 Board of Directors Report – Directors

None

6.2 Chief Officers Report – Chief Officers

Chief Grebil reviewed the annual incidents and reported on the following:

Training

All crews performed County Engine Company evolutions on Reverse Lays with “short strip blitz” attack.

Individual crews performed Driver Operator training on EVOC with E2537. Multi Company training focused Low Angle Rope Rescue Operations (LARRO).

SCHMIT members reviewed their multi gas monitor. Safety was focused on hazard marking.

This month’s EMS topic included Head, Facial and Pelvic injury review.

Entry Level Firefighter Pedemonte, Paid Call Firefighters Gigliotti and Goodwin completed their basic proficiency training, allowing them to work as temporary firefighters. All training was conducted by the on-duty shifts and coordinated by Captain McNeil.

Five Volunteer Firefighters from the Branciforte Fire Protection District started our bridge academy to supplement our Paid Call Firefighter program. Engineers Grigg and LoFranco are conducting the training.

Three of the four probationary Firefighters have started their 12 month Firefighter 2 program that includes driving and operating fire apparatus. All training is conducted by shift personnel and coordinated by Captain Stubendorff.

Our new Entry level Firefighter has started his 12 month Firefighter 1 program. All training is conducted by shift personnel and coordinated by Captain McNeil.

Administration

Administrative Secretary Walton is providing health care open enrollment information meetings to all career personnel.

Secretary Receptionist Garavetto has given her notice as she is relocating to Southern California. Her last day will be September 16th. Secretary Receptionist Bridges will be returning from her leave time on October 3rd.

Chief Grebil’s activities:

- Vacation/Holiday time, August 20th through September 7th.

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- Participated on an FDAC-Executive Board Conference Call, on September 8th.
- Published and Delivered Board Agenda Packets, on September 9th.
- Met/conference call with Board Negotiators Warren/Campbell, on September 12th.
- Led a SCR-911 Users Meeting, on September 12th.
- Led a monthly staff meeting, on September 13th.
- Attended a SV Project Review Committee meeting, on September 13th.
- Met with the new Local #3577 President, Jesse Trask, this morning.

Branciforte Fire Protection District's Administration of Fire Services Agreement

- August – logged 16 hours

7. Correspondence – Information

7.1 Association of Monterey Bay Area Governments (ABAG) – Appreciation for Firefighting Efforts on the Soberanes Fire

7.2 Santa Cruz Local Agency Formation Commission (LAFCO) – Continued LAFCO Hearing and Draft Minutes from August 3, 2016, Service and Sphere Reviews for Fire Districts

Chief Grebil stated that the LAFCO meeting for Service and Sphere Reviews for Fire District has been continued to November 2, 2016 at the request of the Aptos Fire Protection District for more in-depth information. The Aptos and Central Fire Protection Districts Labor Groups support consolidation of the two agencies.

Director Campbell stated that there is a typo on page 7 of the LAFCO draft minutes stating that it is beneficial for the SVFPD to consolidate with the BFPD. For the record, the LAFCO Minutes should state that it is NOT beneficial for the SVFPD to consolidate with the BFPD.

Chief Grebil stated that he has not seen a sphere of influence shared by two Districts as with the SVFPD and BFPD but indicated in the LAFCO draft minutes that the two Boards wanted to maintain their independence. Chief Grebil will clarify the above typo with LAFCO.

7.3 ISO – Public Protection Classification (PPC) survey - Fire Protection Service Area (FPSA) and Fire Department Supply (FDS)

Chief Grebil stated that the ISO survey has been completed and that the SVFPD has been rated a Public Protection Class 2 for all areas within 5 miles from the Fire Station. All property within the SVFPD is within 5 miles from one of the Stations and thus, the whole SVFPD is a Public Protection Class 2. The Public Protection Class is rated from 1 to 10 with 1 being the best so a Public Protection Class 2 is a very good rating.

Director Armstrong stated that over the years, the SVFPD has worked very hard with ISO to get the Public Protection Class rating reduced and that she is very happy with the new rating.

The Board received and filed the correspondence.

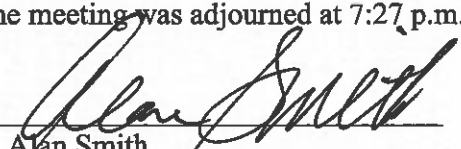
8. Request for Future Agenda Items

Director Alan Smith stated that years ago, the Union had a standing Item on the Agenda and if they would like that again, talk with Chief Grebil.

9. Adjournment

The meeting was adjourned at 7:27 p.m.

ATTEST


Alan Smith
Board Vice President


Daniel J. Grebil
Board Secretary