



# SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, California 95066 (831) 438-0211 Fax (831) 438-0383

## MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF February 8, 2017

### 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, February 8, 2017 at the City of Scotts Valley Council Chambers. President Smith called the meeting to order at 7:00 p.m.

#### Teleconference Notice

Director Patterson joined the meeting via teleconference from the following location: 9003 Shadow Ridge Road, Palm Desert, CA 92211

#### 1.1 Pledge of Allegiance and Moment of Silence

President Smith called for the Pledge of Allegiance and a Moment of Silence to follow for the safety of the Firefighters and Emergency Responders with all the bad weather.

#### 1.2 Roll Call

- |                         |  |
|-------------------------|--|
| A. Directors Present:   | Directors Campbell, Patterson ( <i>via teleconference</i> ), Pisciotta, Smith and Warren |
| B. Directors Absent:    | None   |
| C. Fire District Staff: | Chief Grebil, Battalion Chiefs Theilen and Whittle and Administrative Secretary Walton   |

### 2. Public Comment (GC §54954.3)

Mr. Jim Anderson introduced himself and stated that he is the current Special District LAFCO Commissioner and has also served on the Felton Fire District Board for many years. Mr. Anderson stated that he has been on the LAFCO Board for the past ten years and served as the Chair, Vice Chair and on various Committees. Mr. Anderson reported that he is currently on the Ad Hoc Committee to review the Fire Districts Sphere of Influence. Mr. Anderson stated that he is seeking re-election and requested Board support.

Mr. Art Smith addressed the Board and stated that as a past SVFPD Board Director and former LAFCO Special District Alternate Commissioner, he is requesting Board support for the re-election of Mr. Anderson. Mr. Art Smith stated that the LAFCO Special District Alternate Commissioner is also up for election and he hopes that it will be filled with another Fire District Representative as in the past.

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

Chief Grebil stated that there are no Agenda Amendments but to comply with the Board Act and meeting via teleconference, all Action Items will require a roll call vote.

### 4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of January 11, 2017

4.2 Payroll: Approve January Payroll 01 and 02 in the amount of: \$293,791.47

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

<u>General Fund:</u>	\$ 81,546.40
<u>SCHMIT:</u>	\$ 2,547.13
<u>TOTAL:</u>	\$ 84,093.53

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The Consent Calendar was enacted upon by one motion.

**On motion of Director Warren seconded by Director Campbell to *Approve the Consent Calendar Items 4.1 Thru 4.3* was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5. Action Items**

**5.1 Accept and File the District's Financial Audit for Fiscal Year Ending June 30, 2016 - Discussion/Action**

Chief Grebil stated that the recommendation is to Accept and File the District's Financial Audit for the Fiscal Year Ending June 30, 2016 and that the Auditor, Mr. Zach Pehling, was present via teleconference.

Mr. Pheling stated that the Independent Auditor's Report is included before the Financial Statements and is a Qualified Opinion, which is the highest level you can receive. Mr. Pheling reviewed the Audit.

**On motion of Director Warren seconded by Director Pisciotta to *Accept and File the District's Financial Audit for Fiscal Year Ending June 30, 2016* was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5.2 CalPERS Discount Rate Change and Impact to Employer Contributions – Discussion/Action**

Chief Grebil reviewed the CalPERS Circular Letter regarding the Discount Rate Change and how that will affect future Employer Pension contributions costs. As of December 21, 2016, the CalPERS Board approved lowering the long-term rate of return from 7.5% to 7.0% over the next three years, which will increase the Public Agency Employer contribution costs beginning in the 2018-19 Fiscal Year. Based on the chart, the rates will steadily increase over the next five years. For the 2017-18 Fiscal Year, the Normal Cost for the Safety Plan is 17.875% and the Unfunded Liability is \$405,353. Beginning with the 2018-19 Fiscal Year, the Normal Cost will increase by 0.5% to 1.25% for the Safety Plan and 0.25% to 0.75% for the Miscellaneous Plan; as well as, the Unfunded Liability will increase from 2% to 3% for each plan.

The Board received the information with no Action Taken.

**5.3 Board Ad-Hoc Committee Appointment for Labor Negotiations – Discussion/Action**

President Smith appointed the following Ad-Hoc Committee:

- Labor Negotiations – Directors Campbell and Pisciotta

**5.4 Board Committee Appointments per Policy 2101 - Discussion/Action**

Standing Committees:

- Finance and Planning
- Organization and Personnel
- Facilities and Equipment

President Smith inquired if it was necessary to appoint Standing Committees.

Chief Grebil stated that it was not necessary to appoint the Finance and Planning Committee as it has been a full Board discussion. With the potential Fire Chief Recruitment and Facility needs, it may be helpful to appoint the Organization and Personnel and Facilities and Equipment Committees.

President Smith appointed the following Standing Committees:

- Organization and Personnel Committee – Directors Smith and Warren
- Facilities and Equipment Committee – Directors Patterson and Pisciotta

**5.5 Approve Revisions to the Paid Call Firefighter (PCF) Policies (510, 1506 and 1713) and Deletion of the Entry Level Firefighter Policy 1710 - Discussion/Action**

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Chief Grebil stated that last month, the Board approved the revisions to the Career Development Guide and Job Description Policies. Before the Board tonight, is the Paid Call Firefighter Policy revisions and deletion of the Entry Level Firefighter Policy, which completes that process.

Director Campbell noted that the Subject in Policy 510 should say Duty Statement and not Job Description.

**On motion of Director Campbell seconded by Director Warren to Approve Revisions to the Paid Call Firefighter Policies 510 as corrected, 1506 and 1713 and Deletion of the Entry Level Firefighter Policy 1710 was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**ABSTAIN: None**

**5.6 Possible Waiver of Policy 1601 for Lodging Reimbursement at the FDAC Conference in Monterey April 5-7, 2017 – Discussion/Action**

Chief Grebil stated that since he is on the FDAC and FDAC EBA Boards, his cost for the FDAC Conference registration and lodging will be covered. Chief Grebil explained that Policy 1601 approves overnight lodging for events that are 50 or more miles from the District boundaries. Since the FDAC Conference is in Monterey and is less than 50 miles, the Board would need to Waive Policy 1601 for lodging reimbursement.

**On motion of Director Smith seconded by Director Warren to Waive Policy 1601 for Lodging Reimbursement at the FDAC Conference in Monterey April 5-7, 2017 for Board Directors was approved by the following vote:**

**AYES: Campbell, Patterson, Pisciotta, Smith and Warren**  
**NOES: None**  
**ABSENT: None**  
**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 reported that the Crews have been busy due to the bad weather and monitoring the roadways. A shared spreadsheet has been setup to keep the road conditions updated. Battalion Chief interviews are tomorrow and Captain interviews next week. Once the interviews are completed, there will be an opening for a new hire Firefighter.

Battalion Chief Theilen gave a Road status update and reported on the following:

- January was very busy due to the bad weather and monitoring road conditions.
- The Crews have been working with our mechanic to get E2513 back in service.
- Captains Petteys and Stubendorff traveled to Wisconsin for the final inspection of the new Engine, which is now in California and should be received before the next Board Meeting.
- We are working with Law Enforcement for response to violent incidents.
- Three of the four probationary Firefighters will be driving in the next three or four months and completing their 24-month probationary period.
- Engineer Cortes taught CPR to 22 students who are members of the Santa Cruz Mountain Bike Team.
- Captain Petteys and Engineer Cortes attended a 3-day Scott Breathing Apparatus Class for SCBA maintenance.
- The Crews are completing the annual Respiratory Protection Training.
- The quarterly SCHMIT Training covered monitoring and testing unknown substances.

**6.3 Report from IAFF Local 3577**

Engineer Trask recognized Engineer Todd for taking Fire Instructor 1C, which is going above and beyond the Career Development guide. Engineer Trask stated that he attended the Regional Fire Academy Graduation at

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Cabrillo College to support a former SVFPD PCF who was picked up by Watsonville Fire. Engineer Trask reported that he has met with the Central Fire Union President and attended the Central Fire Board Meeting to support the potential consolidation efforts with the Aptos Fire Protection District. Engineer Trask stated that he reviewed the 1992 Mid-County Consolidation Study, which looked at the Aptos, Branciforte, Central, and Scotts Valley Fire Protection Districts and suggested the Board review the study as this may be a future discussion. Engineer Trask thanked the SVFPD for partnering with the Union to provide rides to school for auction items. The SVFPD provides the Engine and the Union provides the Staff, which raises a lot of money for the schools.

**7. Correspondence – Information**

**7.1 Scotts Valley Firefighters Local 3577 – Opening of Negotiations Request**

The Board received and filed the correspondence.

**8. Request for Future Agenda Items**

None

**9. Closed Session: Government Code §54957.7**

**9.1 Conference with Labor Negotiator: Government Code §54957.6**  
**Agency Designated Representative: identified earlier at this meeting**  
**Employee Organization: Scotts Valley Firefighters I.A.F.F. Local 3577**

**9.2 Fire Chief Employment: Government Code §54957.(b)(1)**

At 7:50 p.m., President Smith announced that the Board would be going in to Closed Session for the purpose listed above and that both Chief Grebil and Battalion Chief Whittle would be in Closed Session for item 9.2.

**10. Open Session**

**10.1 Report on Closed Session: Government Code §54957.1**

At 9 p.m., the Board reconvened to Open Session. President Smith reported that for item 9.1, the Board gave direction to the Labor Negotiators Campbell and Pisciotta with no action taken. **For item 9.2, on a motion by Director Warren seconded by Director Smith, direction was given to Chief Grebil to publish a Request for Proposals for the Recruitment of the Fire Chief. The motion was approved by the following roll call vote:**

<b>AYES:</b>	<b>Campbell, Patterson, Pisciotta, Smith and Warren</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**11. Adjournment**

The meeting was adjourned at 9:02 p.m.

ATTEST

  
Alan Smith  
Board President

  
Daniel J. Grebil  
Board Secretary