

SCOTTS VALLEY FIRE PROTECTION DISTRICT

7 Erba Lane, Scotts Valley, CA 95066-4199 • scottsvalleyfire.com • 831-438-0211

MINUTES OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT BOARD OF DIRECTORS REGULAR MEETING OF October 9, 2024

1. Opening Business

1.1 Call to Order

The Regular Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, October 9, 2024 at the City of Scotts Valley Council Chambers. President Parker called the meeting to order at 6:02 p.m.

1.2 Pledge of Allegiance and Moment of Silence

President Parker called for the Pledge of Allegiance and a Moment of Silence to follow.

1.3 Roll Call

Director(s) Present:	President Joe Parker (JP) Vice President Adam Cosner (AC) Director Philip Hover-Smoot (PHS) Director Kris Hurst (KH) Director Daron Pisciotta (DP)
Director(s) Virtual at Alternate Location:	N/A
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chiefs LoFranco and McNeil Administrative Services Manager Rodriguez

2. Public Comment (GC §54954.3)

- No public comment.

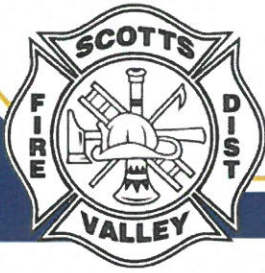
3. Agenda Amendments (GC§54954.2) – Discussion/Action

- No agenda amendments.

4. Consent Calendar

4.1 Minutes: Approve Regular Board Meeting Minutes of September 11, 2024

4.2 Approve SVFPD Claims Disbursements for the Month of September 1, 2024 through September 30, 2024 in the Amount of:



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Payroll and Benefits:	\$ 597,851.00
General Fund:	\$ 47,738.91
Capital Outlay:	\$ 5,185.00
SCHMIT:	\$ 1,251.12
TOTAL:	\$ 646,026.03

- 4.3 Adopt Resolution 2024-13 Establishing Appropriation Limit in the Amount of \$26,984,261 for Fiscal Year 2024/2025

Board Comment/Questions: None
Public Comment: None

Motion to approve Consent Calendar Items 4.1-4.3 as presented was made by Director Cosner, seconded by Director Pisciotta, and approved unanimously by voice vote, with 5 ayes.

5. Discussion Items

5.1 Measure S Update

Chief Correia provided the Board with an update on activities related to Measure S. A "Yes on Measure S" Committee, consisting of district staff, union members, and community residents, has been actively working on outreach efforts. These efforts include community engagement, print ads in local newspapers, and media outreach through partnerships with local online publications and Tripepi Smith.

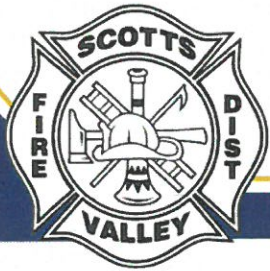
Chief Correia shared how he presented on Measure S at various community meetings, including the State of the City event, the Happy Valley School Board meeting. Public outreach efforts will continue with upcoming engagements with local clubs, a senior luncheon, and an appearance on a community radio show.

Chief Correia emphasized that despite some community concerns regarding the tax structure, efforts to address these concerns are ongoing, including letters to the editor from supporters. The Board was informed of the strong efforts to educate and engage the public ahead of the November election.

5.2 Fire Chief's Work Plan Review

Chief Correia provided a review of the third quarter work plan, setting the stage for the fourth quarter. This plan, approved as part of the Chief's annual evaluation, outlines the organization's key tasks and goals.

Ongoing projects include the review of policies, a gap analysis, and updates to the Employer Handbook.



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The Measure S campaign and La Madrona fire station project will require significant attention, with current focus on resolving issues related to water retention and parking, which are being addressed in collaboration with consulting engineers and the water district.

The Chief reported that with the exception of one, all employee performance evaluations have been completed. Regular "admin huddles" have been implemented with the administrative staff to address weekly priorities, and the leadership team is working on developing performance measures, such as response times and training.

The Chief also discussed the status of impact fees. NBS Consulting provided an initial memorandum, and further meetings are scheduled to finalize the documents. The Finance Committee will be involved before the matter is brought to the full Board for consideration.

Regarding future planning, financial and strategic planning are set to begin in the fourth quarter, starting with a strategic debt management plan. This will serve as the foundation for broader strategic planning, which will include community input and engagement.

The district voting evaluation will be deferred until the first quarter of 2025. The Chief will consult with NDC (National Demographic Corporation) to begin the demographic analysis in January.

The Chief concluded by noting he plans to provide quarterly updates on progress to the Board.

6. Board of Directors and Administrative Reports – Information/Discussion

6.1 Board of Directors Report – Directors

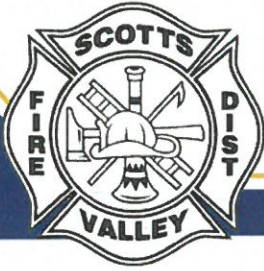
- None

6.2 Administrative Report – Chief Officers

Chief Correira provided the following updates:

Preferred Dispatching: A new system has been implemented to send the closest available unit, even from neighboring agencies, to high-risk incidents like cardiac arrests and structure fires. This change, led by Battalion Chief Stubendorff, aims to improve response times without affecting routine calls.

Marywood Property Lease: The current lease for the Marywood property is likely to end soon as the lessee plans to move out of state. A neighbor may be interested in leasing it for similar purposes. The lease agreement, which hasn't been updated in 20 years, will need revision, and the District will work with the board to bring a new agreement forward.



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Battalion Chief McNeil provided the following update:

HVAC at Station One:

The HVAC system at Station One went out of service last month. Efforts are underway to schedule its replacement and obtain the necessary permit from the city.

Branciforte Remodel Update:

The remodel of the community room and bathroom is progressing. The architect has completed the floor plan, which has been handed off to the contractor, pending permit approval.

Battalion Chief LoFranco provided the following updates:

Paid Call Firefighter Update:

The department is moving forward with a joint academy with Central Fire. Orientation and interviews have been completed, and seven candidates will proceed in the hiring process. BC LoFranco expressed appreciation for the Administrative staff's assistance with organizing the process.

Training Update:

This month's training focused on fire-related winter practices, including updates to seasonal procedures. There will be additional training next month to include Rock Ops.

7. Correspondence

7.1 Thank You Card- Chief Walpole of Scotts Valley Police Department

The Board received and filed the correspondence.

8. Request for Future Agenda Items

- None

9. Closed Session: Government Code §54957

9.1 Labor Negotiations: Government Code §65957.6

Conference with Labor Negotiators, Directors Cosner and Hurst

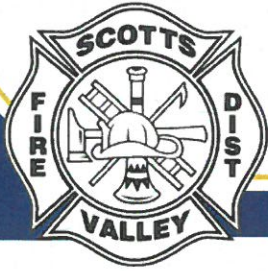
Employee Organization: Local 3577, International Association of Firefighters

At 6:36 p.m., President Parker announced the Board would be going into Closed Session for the purpose to discuss item listed in 9.1.

10. Open Session: Government Code §54957.1

10.1 Report on closed session

At 7:56 p.m., the Board reconvened to Open Session and President Parker reported on Item 9.1. Information was received, and direction was given. No action taken.

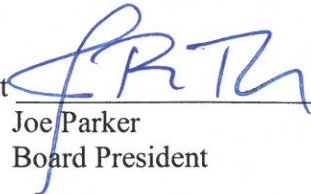


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11. Adjournment

The meeting was adjourned at 7:56 p.m.

Attest 

Joe Parker
Board President



Mark Correira
Board Secretary