



**Board of Directors
Regular Meeting Agenda
Wednesday, January 8, 2025 6:00 P.M.
Scotts Valley City Hall
One Civic Center Drive, Scotts Valley CA 95066**

Agendas and Board Packets are available on the Scotts Valley Fire Protection District (SVFPD) website at www.scottsvalleyfire.com.

Any person who requires a disability-related modification or accommodation in order to participate in a public meeting should make such a request to Mark Correia, Board Secretary, for immediate consideration.

1. Opening Business

- 1.1 Call to Order
- 1.2 Pledge of Allegiance and Moment of Silence
- 1.3 Roll Call

2. Public Comment (GC §54954.3)

This portion of the meeting is reserved for persons wishing to address the Board on any matter that is within the subject matter of the jurisdiction, and either on the agenda or not on the agenda. To ensure fair and equal treatment of all who appear before the Board, and to expedite Agency business, speakers will be limited to three minutes. The three-minute per speaker time limitation may be extended for good cause by the Board President, or by majority vote of the Board Members. Anyone wishing to be placed on the Agenda for a specific topic should contact the Fire Chief's Office and submit correspondence at least 10 days before the desired date of appearance. Any matter that requires Board action will be referred to staff for a report and action at a subsequent Board meeting.

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

4. Consent Calendar

(Consent calendar items will be considered and enacted upon by one motion. There will be no separate discussion on items unless a Board Member, Staff, or member of the public requests the removal of the item for separate action.)

- 4.1 Minutes: Approve Regular Board Meeting Minutes of December 11, 2024
- 4.2 Minutes: Approve Special Board Meeting Minutes of December 11, 2024



- 4.3 Approve SVFPD Claims Disbursements for the Month of December 1, 2024 through December 31, 2024 in the Amount of:

Payroll and Benefits:	\$ 540,265.71
General Fund:	\$ 55,842.44
Capital Outlay:	\$ 55,622.36
SCHMIT:	\$ 1,596.17
TOTAL:	\$ 653,326.68

- 4.4 Approve Revised Policy 2100: Policy For Conducting Board Meetings (New 2025 laws)
- 4.5 Revised Public Pay Schedule
- 4.6 Approved Revised Marywood Lease Agreement

5. Discussion Items

- 5.1 La Madrona Fire Station Planning / Safety Measures to Address Seismic Concerns for Firefighters at Fire Station One, located at Erba Lane
- 5.2 Fire Chiefs Work Plan (Review)

6. Action Items- Discussion/Action

- 6.1 Approve Resolution 2025-1: Resolution Acknowledging Receipt of a Report made by the Fire Chief of the Scotts Valley Fire Protection District (SVFPD) Regarding the State Mandated Annual Inspections of certain Occupancies Pursuant to Sections 13146.2 and 13146.3 of the California Health and Safety Code
- 6.2 Board Standing Committee Appointments per Policy 2101
- Finance and Planning
 - Organization and Personnel
 - Facilities and Equipment
 - Interagency Advisory
- 6.3 Reorganization Study / Shared Services

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

- 7.1 Board of Directors Report – Directors



- 7.2 Administrative Report – Chief Officers

- 8. Correspondence**
 - 8.1 Scotts Valley Firefighters Local 3577- Request to Open Negotiations
 - 8.2 Confidential Employees Group- Request to Open Negotiations

- 9. Request for Future Agenda Items**

- 10. Closed Session: Government Code §54957**
 - 10.1 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(1): 1 case

 - 10.2 Closed Session Conference with Legal Counsel – Threatened/Anticipated Litigation

Significant exposure to litigation pursuant to Government Code sections 54956.6(d)(2) and 54956.6(e)(2): 1 case based regarding Agreement for Bond Counsel Services between the Scotts Valley Fire Protection District and the Weist Law Firm.

 - 10.3 Labor Negotiations: Government Code §65957.6
Conference with Labor Negotiators, Directors Cosner and Hurst
Employee Organization: Local 3577, International Association of Firefighters

- 11. Open Session: Government Code §54957.1**
 - 11.1 Report on closed session

- 12. Adjournment**

Next Regularly Scheduled Board Meeting: Wednesday, February 12, 2025 at 6:00 p.m.



**MINUTES OF THE
SCOTTS VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING OF
December 11, 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, December 11, 2024 at the City of Scotts Valley Council Chambers. Vice President Cosner called the meeting to order at 5:59 p.m and provided a teleconferencing notice for Director Weaver.

1.2 Pledge of Allegiance and Moment of Silence

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

1.3 Special Set Matter: Certificate of Election and Administration of Oath of Office for Elected Directors Daron Pisciotta, Mike Weaver, and Ron Whittle to Four-Year Terms.

Chief Correira administered the Oath of Office to Directors Pisciotta, Weaver, and Whittle to a four-year term.

1.4 Roll Call

Director(s) Present:	Vice President Adam Cosner (AC) Director Kris Hurst (KH) Director Daron Pisciotta (DP) Director Ron Whittle (RW)
Director(s) Virtual at Alternate Location:	Director Mike Weaver (MW)
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chiefs McNeil and Stubendorff 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 November 13, 2024
- 4.2 Approve SVFPD Claims Disbursements for the Month of November 1, 2024 through November 30, 2024 in the Amount of:

Payroll and Benefits:	\$ 555,388.75
General Fund:	\$ 108,106.32
Capital Outlay:	\$ 117,997.09
SCHMIT:	\$ 76.02
TOTAL:	\$ 781,568.18

- 4.3 Adopt Regular Board Meeting Dates for 2025
- 4.4 Approve New Policy 809: Recognition and Awards
- 4.5 Approve New Policy 1205: Ergonomics Safety Plan
- 4.6 Approve Side Letter with IAFF Local 3577- ETO Funds
- 4.7 Adopt Resolution 2024-14: Resolution Authorizing the Lease of District Property Located on Santa Cruz County Assessor Parcel No. 093-151-06 and Exempting Such Lease From the California Surplus Land Act
- 4.8 Approve Marywood Lease Agreement

Board Comment/Questions: None

Public Comment: None

Motion to approve Consent Calendar Items 4.1-4.8 as presented was made by Director Pisciotta, seconded by Director Weaver, and approved by roll call vote 5-0.

5. Discussion Items

- 5.1 Reorganization Feasibility Study

Central Fire Chief Jason Nee shared the current consolidation feasibility study focuses on the City of Santa Cruz, Central Fire, and Scotts Valley Fire Protection District. While open to future discussions with other agencies, these three are the study's primary focus.

Chief Correira Chief Correira shared details about the consolidation feasibility study process, which involves issuing an RFP to select a vendor. The study will conduct a thorough analysis of each agency's strengths, weaknesses, finances, apparatus, response locations, and the potential benefits and downsides of consolidation scenarios. The estimated cost is \$20,000–\$50,000, potentially shared among three agencies. The feasibility study is expected to take



approximately two years, including the RFP process, vendor selection, and the completion of the study itself.

The Board was in favor of participating in the feasibility study and expressed interest in exploring additional shared services between the two districts should opportunities arise in the meantime.

6. Action Items- Discussion/Action

6.1 Approve Revised Policy 1500: Hiring Practices

Chief Correira shared the changes, developed with the executive staff, Union, and personnel committee, aim to increase flexibility and broaden the hiring pool. Key updates include adding a lateral firefighter position with two years of experience and reducing the probationary period to one year, as well as making EMT and Firefighter 1 qualifications preferred, not required. The Org Committee recommended approval.

Board Comment/Questions: None

Public Comment: None

Motion to approve Action Items 6.1 as presented was made by Director Pisciotta, seconded by Director Whittle, and approved by roll call vote 5-0.

6.2 Shared Fire Marshal Services with Central Fire

Chief Correira shared that the Org Committee discussed the shared fire marshal services with Central Fire. After consulting with Deputy Fire Marshal Erin Collins, it was determined that the arrangement would work for both the agencies and the employee. The committee recommended moving forward with the agreement. A revised version of the agreement was distributed to correct a date error, specifying the term from January 1, 2025, through July 1, 2025, with the option for extension by mutual agreement between Central and Scotts Valley Fire.

Board Comment/Questions:

Director Whittle inquired about what the expectations from Scotts Valley's deputy fire marshal will be with Central Fire.

Central Chief Jason Nee explained the goal is for Scotts Valley's deputy fire marshal to provide subject matter expertise to Central Fire, while also allowing Scotts Valley to benefit from inspections or services in return. The fire codes across both districts are now aligned, and the deputy fire marshal is expected to assist with complex issues.

Public Comment: None



Motion to approve Action Items 6.2 as presented was made by Director Hurst, seconded by Director Weaver, and approved by roll call vote 5-0.

6.3 Side Letter with IAFF 3577- Deputy Fire Marshal Pay

Chief Correira shared that the side letter proposes compensating the Deputy Fire Marshal for the additional responsibilities of supporting Central Fire, as well as the added scope of work.

Board Comment/Questions: None

Public Comment: None

Motion to approve Action Items 6.3 as presented was made by Director Whittle, seconded by Director Hurst, and approved by roll call vote 5-0.

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

7.1 Board of Directors Report – Directors

The Board of Directors had no updates to report.

7.2 Administrative Report – Chief Officers

Chief Correira provided the following updates:

San Lorenzo Valley Fire Chiefs Update:

San Lorenzo Valley Fire Chiefs are considering having the FDAC host a certificate of achievement for the elected officials training, likely in January or February. More details will be shared soon.

EMS Concerns:

There's been a decline in EMS service, with AMR facing staffing challenges. Recently, a paramedic was out of the district for over 3 hours, reducing service levels. The department is working with EMSIA and the county to find solutions. Given the EMS challenges, Chief Correira proposed forming an ad-hoc Political Action EMS Committee to address the issue at the political level, as it may not be resolved locally.

Reorganization Study/Shared Services Discussion:

Chief Correira suggested considering a regionalization group to explore efficiencies in training, resource consolidation, or administration with neighboring districts like Central Fire. He acknowledged that this would involve political considerations but emphasized the potential benefits in exploring collaboration and efficiencies.

Battalion Chief McNeil provided the following update:

Personnel Update:

Firefighter Lucchesi has successfully passed his one-year probationary testing and has now begun the Firefighter 2 program.

Apparatus Update:

Following a meeting with Pierce Manufacturing, it was noted that the lead time for Type 1



builds is now four years. Given this, discussions with the Chief and the Apparatus Committee indicate the need to order a new Type 1 sooner rather than later as we have one due for replacement in three years.

Battalion Chief Stubendorff provided the following update:

Engine Re-Numbering:

It was approved for agencies in Santa Cruz County to participate in engine re-numbering. The department, along with Central Fire, Santa Cruz Fire, and Santa Cruz County Fire, is exploring the idea of restructuring engine and station numbering to align with other agencies across the state and avoid duplication. This could also address accountability concerns. There will be a cost associated with re-decating the engines.

8. Correspondence

8.1 Letter from LAFCO regarding upcoming vacancies for two Special District seats

8.2 Thank you card from Irene Bustichi and Family

The Board received and filed the correspondence.

9. Request for Future Agenda Items

- Ad Hoc Committee for Reorganization Study/Shared Services

Director Whittle expressed interest in creating an ad-hoc committee to continue discussions regarding the reorganization/feasibility study and shared services with Central Fire.

10. Adjournment

The meeting was adjourned at 7:01 p.m.

Attest _____

Adam Cosner
Board President

Mark Correia
Board Secretary



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 SPECIAL MEETING OF December 11, 2024

Agendas and Board Packets are available on the Scotts Valley Fire Protection District (SVFPD) website at www.scottsvalleyfire.com.

Any person who requires a disability-related modification or accommodation in order to participate in a public meeting should make such a request to Mark Correira, Board Secretary, for immediate consideration.

1. Opening Business

1.1 Call to Order

The Special Meeting of the Board of Directors of the Scotts Valley Fire Protection District (SVFPD) was held on Wednesday, December 11, 2024 at the City of Scotts Valley Council Chambers. Vice President Cosner called the meeting to order at 7:02 p.m.

1.2 Roll Call

Director(s) Present:	Vice President Adam Cosner (AC) Director Kris Hurst (KH) Director Daron Pisciotta (DP) Director Ron Whittle (RW)
Director(s) Virtual at Alternate Location:	Director Mike Weaver (MW)
Director(s) Absent:	N/A
Fire District Staff:	Chief Correira Battalion Chiefs McNeil and Stubendorff Administrative Services Manager Rodriguez

2. Public Comment (GC §54954.3)

- No Public Comment.

3. Action Items – Discussion/Action

3.1 Election of Board Officers for Calendar Year 2025

- President
- Vice President

Board Comment/Questions:

Director Whittle nominated Director Cosner for President.

Director Pisciotta stated that based on past practice, the current Vice President would move into the President position and the person nominated for Vice President is someone who has not yet held the position.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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Director Cosner nominated Director Hurst for Vice President.

Public Comment: None

Motion to appoint Director Cosner as President and Director Hurst as Vice President was made by Director Whittle, seconded by Director Pisciotta, and approved by roll call vote 5-0.

4. Adjournment

The meeting was adjourned at 7:05 p.m.

Attest _____

Adam Cosner
Board President

Mark Correia
Board Secretary

Scotts Valley Fire Protection District (SVFPD)

Date: January 8, 2025
To: Board of Directors
From: SVFPD
Subject: Approve Claim Disbursements

SVFPD Claims have been approved for payment out of SVFPD Funds totaling \$ 653,326.68

These payments have been approved by the Board of Directors during their meeting on January 8, 2025

December 2024/2025 F.Y.

685010- Payroll and Benefits:	\$ 540,265.71
685010- General Fund:	\$ 55,842.44
685030- Capital Outlay:	\$ 55,622.36
685040- SCHMIT:	\$ 1,596.17

ATTEST _____
Adam Cosner
Board President

Mark Correia
Board Secretary

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [@prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685020, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 50 – SALARIES AND EMPLOYEE BENEF												
Object: 51000 – REGULAR PAY-PERMANENT												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	51000	-149,035.63	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/16/2024	DU111682	DU111682	Expenditures	685010	50	51000	337.98	AC - SV FIRE CHECK DEPOSIT	C99999	
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	51000	-165,882.23	PAYPERIOD 26PAYDATE 12272024		
Total 51000 – REGULAR PAY-PERMANENT									-314,579.88			
Object: 51005 – OVERTIME PAY-PERMANENT												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	51005	-12,378.15	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	51005	-5,029.32	PAYPERIOD 26PAYDATE 12272024		
Total 51005 – OVERTIME PAY-PERMANENT									-17,407.47			
Object: 51010 – REGULAR PAY-EXTRA HELP												
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	51010	-1,690.51	PAYPERIOD 26PAYDATE 12272024		
Total 51010 – REGULAR PAY-EXTRA HELP									-1,690.51			
Object: 51035 – HOLIDAY PAY												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	51035	-11,842.11	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	51035	-12,775.45	PAYPERIOD 26PAYDATE 12272024		
Total 51035 – HOLIDAY PAY									-24,617.56			
Object: 51040 – DIFFERENTIAL PAY												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	51040	-7,132.10	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	51040	-7,729.54	PAYPERIOD 26PAYDATE 12272024		
Total 51040 – DIFFERENTIAL PAY									-14,861.64			
Object: 52010 – OASDI-SOCIAL SECURITY												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	52010	-2,707.10	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	52010	-2,912.84	PAYPERIOD 26PAYDATE 12272024		
Total 52010 – OASDI-SOCIAL SECURITY									-5,619.94			
Object: 52015 – PERS												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	52015	-30,560.90	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	52015	-31,890.99	PAYPERIOD 26PAYDATE 12272024		
Total 52015 – PERS									-62,451.89			
Object: 53010 – EMPLOYEE INSURANCE & BENEFITS												
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-444.55	RONZANO, CHRIST SVFD Health In	V111324	80074866
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-739.30	MCMURRY, MICHAEL SVFD Health In	V105430	80074864
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-705.06	WHITTLE, RON SVFD Health Ins.-	V102822	80074870
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-703.45	LOFRANCO, SAL SVFD Health Ins.	V105221	80074863
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-1,472.62	BIDDLE, MIKE SVFD Health Ins.	V105980	80074862
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-765.32	WALTON, ALICIA SVFD Health Ins	V119128	80074869
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-843.00	THEILEN, LOTHAR SVFD Health In	V117701	80074867
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-432.63	PHINN, MIKE SVFD Health Ins.-	V103782	80074865
2025	06	12/02/2024	1224SVFD		Expenditures	685010	50	53010	-794.44	VANDERVOORT, GR SVFD Health In	V122411	80074868
2025	06	12/03/2024	DU111329	DU111329	Expenditures	685010	50	53010	48.56	M.Pasquini Dec24 Dental R#4227	C99999	
2025	06	12/03/2024	DU111329	DU111329	Expenditures	685010	50	53010	1,102.20	T.Theilen Jan-Dec25 Dental	C99999	
2025	06	12/03/2024	DU111329	DU111329	Expenditures	685010	50	53010	91.85	H.Bustichi Dec24 DentalCK#3313	C99999	
2025	06	12/10/2024	DEC24HLTH		Expenditures	685010	50	53010	-68,658.88	SV FIRE DEC 2024	V116512	16501
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	53010	907.70	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	53010	-1,250.00	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/13/2024	1224SVFD		Expenditures	685010	50	53010	-1,418.99	FIRE RISK MANAG SVFD	V45930	00474681
2025	06	12/13/2024	1224SVFD		Expenditures	685010	50	53010	-5,078.93	HEALTH CARE EMP SVFD Group 367	V108670	00474682
2025	06	12/18/2024	DU111783	DU111783	Expenditures	685010	50	53010	48.56	M.Pasquini Dec24 DentalCK#1123	C99999	
2025	06	12/18/2024	DU111783	DU111783	Expenditures	685010	50	53010	48.56	D.Lipkowitz Dec24 DentalCK#815	C99999	
2025	06	12/18/2024	DU111783	DU111783	Expenditures	685010	50	53010	48.56	S.Downey Dec24 Dental CK#2411	C99999	
2025	06	12/18/2024	DU111783	DU111783	Expenditures	685010	50	53010	137.94	S.Kovacs Dec24 Dental	C99999	
2025	06	12/20/2024	0125SVFD		Expenditures	685010	50	53010	-1,496.58	FIRE RISK MANAG SVFD	V45930	00475287
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	53010	-1,250.00	PAYPERIOD 26PAYDATE 12272024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	53010	1,069.88	PAYPERIOD 26PAYDATE 12272024		
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-568.15	RONZANO, CHRIST SVFD Health In	V111324	80075841
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-964.62	LOFRANCO, SAL SVFD Health Ins.	V105221	80075838

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685020, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 50 – SALARIES AND EMPLOYEE BENEF												
Object: 53010 – EMPLOYEE INSURANCE & BENEFITS												
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-1,012.17	WALTON, ALICIA SVFD Health Ins	V119128	80075844
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-1,011.40	MCMURRY, MICHAEL SVFD Health In	V105430	80075839
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-842.00	THEILEN, LOTHAR SVFD Health In	V117701	80075842
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-704.06	WHITTLE, RON SVFD Health Ins.	V102822	80075845
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-1,704.35	BIDDLE, MIKE SVFD Health Ins.	V105980	80075837
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-608.37	PHINN, MIKE SVFD Health Ins. 1	V103782	80075840
2025	06	12/30/2024	0125SVFD		Expenditures	685010	50	53010	-793.44	VANDERVOORT, GR SVFD Health In	V122411	80075843
Total 53010 – EMPLOYEE INSURANCE & BENEFITS									-90,758.50			
Object: 53015 – UNEMPLOYMENT INSURANCE												
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	53015	-27.02	PAYPERIOD 26PAYDATE 12272024		
Total 53015 – UNEMPLOYMENT INSURANCE									-27.02			
Object: 55021 – OTHER BENEFITS MISC												
2025	06	12/11/2024	PAYPERIOD 25		Expenditures	685010	50	55021	-5,966.69	PAYPERIOD 25PAYDATE 12132024		
2025	06	12/23/2024	PAYPERIOD 26		Expenditures	685010	50	55021	-2,284.61	PAYPERIOD 26PAYDATE 12272024		
Total 55021 – OTHER BENEFITS MISC									-8,251.30			
Total 50 – SALARIES AND EMPLOYEE BENEF									-540,265.71			
Character: 60 – SERVICES AND SUPPLIES												
Object: 61125 – UNIFORM REPLACEMENT												
2025	06	12/13/2024	21207		Expenditures	685010	60	61125	-853.13	SUMMIT UNIFORMS SVFD	V45831	80075364
Total 61125 – UNIFORM REPLACEMENT									-853.13			
Object: 61221 – TELEPHONE-NON TELECOM 1099												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61221	-1,837.73	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61221 – TELEPHONE-NON TELECOM 1099									-1,837.73			
Object: 61310 – FOOD												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61310	-104.85	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61310 – FOOD									-104.85			
Object: 61425 – OTHER HOUSEHOLD EXP-SERVICES												
2025	06	12/13/2024	1224SVFD		Expenditures	685010	60	61425	-386.27	Jackson, Michel SVFD	V45625	00474538
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61425	-303.08	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61425 – OTHER HOUSEHOLD EXP-SERVICES									-689.35			
Object: 61720 – MAINT-MOBILE EQUIPMENT-SERV												
2025	06	12/13/2024	10858		Expenditures	685010	60	61720	-2,826.52	CENTRAL FIRE PR SVFD	V116886	00474680
2025	06	12/13/2024	10869		Expenditures	685010	60	61720	-127.80	CENTRAL FIRE PR SVFD	V116886	00474680
2025	06	12/13/2024	1124SVFD		Expenditures	685010	60	61720	-7.72	SCARBOROUGH LUM SVFD Acct 1169	V1233	80075345
2025	06	12/13/2024	693153		Expenditures	685010	60	61720	-600.00	STEVENS, ERIKA SVFD	V48640	00474683
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61720	-3,852.92	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61720 – MAINT-MOBILE EQUIPMENT-SERV									-7,414.96			
Object: 61725 – MAINT-OFFICE EQUIPMNT-SERVICES												
2025	06	12/13/2024	16249		Expenditures	685010	60	61725	-2,043.67	PAGODA TECHNOLO SVFD	V125184	80075363
2025	06	12/13/2024	16301		Expenditures	685010	60	61725	-429.22	PAGODA TECHNOLO SVFD	V125184	80075363
Total 61725 – MAINT-OFFICE EQUIPMNT-SERVICES									-2,472.89			
Object: 61730 – MAINT-OTH EQUIP-SERVICES												
2025	06	12/13/2024	1224SVFD5		Expenditures	685010	60	61730	-43.85	SCARBOROUGH LUM SVFD Acct 1169	V1233	80075345
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61730	-62.53	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61730 – MAINT-OTH EQUIP-SERVICES									-106.38			
Object: 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV												
2025	06	12/13/2024	1224SVFD		Expenditures	685010	60	61845	-110.00	WESTERN EXTERMI SVFD-70010282	V15766	00474684
2025	06	12/13/2024	1224SVFD2		Expenditures	685010	60	61845	-710.50	SCARBOROUGH LUM SVFD Acct 1169	V1233	80075345
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61845	-1,285.26	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61845 – MAINT-STRUCT/IMPS/GRDS-OTH-SRV									-2,105.76			

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [@prior-month] and Revenues/Expenditures [XP] and GL Key [685010, 685020, 685030, 685040]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 60 – SERVICES AND SUPPLIES												
Object: 61920 – MEDICAL, DENTAL & LAB SUPPLIES												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	61920	-104.00	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61920 – MEDICAL, DENTAL & LAB SUPPLIES									-104.00			
Object: 62219 – PC SOFTWARE PURCHASES												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62219	-91.50	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62219 – PC SOFTWARE PURCHASES									-91.50			
Object: 62223 – SUPPLIES												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62223	-1,645.12	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62223 – SUPPLIES									-1,645.12			
Object: 62367 – MEDICAL SERVICES-OTHER												
2025	06	12/13/2024	CB241103		Expenditures	685010	60	62367	-1,365.00	BAYSPORT INC SVFD	V44180	00474678
2025	06	12/13/2024	CB241105		Expenditures	685010	60	62367	-1,415.00	BAYSPORT INC SVFD	V44180	00474678
2025	06	12/13/2024	CB241107		Expenditures	685010	60	62367	-1,365.00	BAYSPORT INC SVFD	V44180	00474678
2025	06	12/13/2024	CB241124		Expenditures	685010	60	62367	-1,365.00	BAYSPORT INC SVFD	V44180	00474678
2025	06	12/13/2024	CB241126		Expenditures	685010	60	62367	-295.00	BAYSPORT INC SVFD	V44180	00474678
2025	06	12/13/2024	CB241129		Expenditures	685010	60	62367	-1,365.00	BAYSPORT INC SVFD	V44180	00474678
2025	06	12/13/2024	CB241135		Expenditures	685010	60	62367	-1,365.00	BAYSPORT INC SVFD	V44180	00474678
Total 62367 – MEDICAL SERVICES-OTHER									-8,535.00			
Object: 62381 – PROF & SPECIAL SERV-OTHER												
2025	06	12/20/2024	203148		Expenditures	685010	60	62381	-210.00	CENTRAL COAST C SVFD	V15383	00475286
2025	06	12/20/2024	59138		Expenditures	685010	60	62381	-1,136.00	CSG CONSULTANTS SVFD	V121100	80075695
2025	06	12/20/2024	782518		Expenditures	685010	60	62381	-147.00	DEPT OF JUSTICE SVFD	V108459	00475173
Total 62381 – PROF & SPECIAL SERV-OTHER									-1,493.00			
Object: 62715 – SMALL TOOLS & INSTRUMENTS												
2025	06	12/13/2024	1224SVFD4		Expenditures	685010	60	62715	-21.94	SCARBOROUGH LUM SVFD Acct 1169	V1233	80075345
Total 62715 – SMALL TOOLS & INSTRUMENTS									-21.94			
Object: 62826 – EDUCATION AND/OR TRAINING												
2025	06	12/13/2024	1224SVFD		Expenditures	685010	60	62826	-1,677.00	SHAUGHNESSY, PA SVFD	V44994	00474539
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62826	-500.00	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62826 – EDUCATION AND/OR TRAINING									-2,177.00			
Object: 62888 – SPEC DIST EXP-SERVICES												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62888	-1,755.02	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62888 – SPEC DIST EXP-SERVICES									-1,755.02			
Object: 62890 – SUBSCRIPTIONS BOOKS & ED MATER												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62890	-665.00	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62890 – SUBSCRIPTIONS BOOKS & ED MATER									-665.00			
Object: 62914 – EDUCATION & TRAINING(REPT)												
2025	06	12/13/2024	1224SVFD3		Expenditures	685010	60	62914	-50.92	SCARBOROUGH LUM SVFD Acct 1169	V1233	80075345
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62914	-5,823.79	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
2025	06	12/20/2024	002334		Expenditures	685010	60	62914	-9,806.00	HEARTSHARE TRAI SVFD	V32764	00475131
Total 62914 – EDUCATION & TRAINING(REPT)									-15,680.71			
Object: 62920 – GAS, OIL, FUEL												
2025	06	12/13/2024	855873		Expenditures	685010	60	62920	-2,045.83	WESTERN STATES SVFD	V39738	00474685
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62920	-83.27	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62920 – GAS, OIL, FUEL									-2,129.10			
Object: 62930 – REGISTRATIONS (NON REPT)												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	62930	-2,110.50	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62930 – REGISTRATIONS (NON REPT)									-2,110.50			
Object: 63070 – UTILITIES												
2025	06	12/13/2024	1224SVFD		Expenditures	685010	60	63070	-219.40	PACIFIC GAS AND SVFD 173620132	V129169	00474594
2025	06	12/13/2024	1224SVFD1		Expenditures	685010	60	63070	-284.14	CITY OF SCOTTS SVFD	V102713	80075300
2025	06	12/13/2024	1224SVFD2		Expenditures	685010	60	63070	-210.44	CITY OF SCOTTS SVFD	V102713	80075300

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [*@prior-month*] and Revenues/Expenditures [*XP*] and GL Key [*685010, 685020, 685030, 685040*]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure:	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685010 – SCOTTS VALLEY FIRE PROT SVC												
Character: 60 – SERVICES AND SUPPLIES												
Object: 63070 – UTILITIES												
2025	06	12/16/2024	1224SVFD		Expenditures	685010	60	63070	-3,135.52	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 63070 – UTILITIES									-3,849.50			
Total 60 – SERVICES AND SUPPLIES									-55,842.44			
Total 685010 – SCOTTS VALLEY FIRE PROT SVC									-596,108.15			

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [*prior-month*] and Revenues/Expenditures [*XP*] and GL Key [*685010, 685020, 685030, 685040*]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure:	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685030 – SCOTTS VLY FIRE DIST.-CAPITAL												
Character: 60 – SERVICES AND SUPPLIES												
Object: 62381 – PROF & SPECIAL SERV-OTHER												
2025	06	12/13/2024	14378		Expenditures	685030	60	62381	-20,999.00	PACIFIC CREST E SVFD	V11635	80075362
2025	06	12/20/2024	12768		Expenditures	685030	60	62381	-10,090.00	TRIPEPI SMITH A SVFD	V48147	00475288
2025	06	12/20/2024	12860		Expenditures	685030	60	62381	-7,425.00	TRIPEPI SMITH A SVFD	V48147	00475288
2025	06	12/20/2024	13692		Expenditures	685030	60	62381	-9,900.00	TRIPEPI SMITH A SVFD	V48147	00475288
2025	06	12/20/2024	3001-02-1124		Expenditures	685030	60	62381	-2,490.00	RRM DESIGN GROU SVFD	V126553	80075685
Total 62381 – PROF & SPECIAL SERV-OTHER									-50,904.00			
Object: 62715 – SMALL TOOLS & INSTRUMENTS												
2025	06	12/13/2024	85533110		Expenditures	685030	60	62715	-4,718.36	BOUND TREE MEDI SVFD	V12149	00474679
Total 62715 – SMALL TOOLS & INSTRUMENTS									-4,718.36			
Total 60 – SERVICES AND SUPPLIES									-55,622.36			
Total 685030 – SCOTTS VLY FIRE DIST.-CAPITAL									-55,622.36			

Actual Transactions

Transaction Type = Actual; Revenues/Expenditures = R,(E); Chart Fields = GLKey,Character,Object
 Post On [*@prior-month*] and Revenues/Expenditures [*XP*] and GL Key [*685010, 685020, 685030, 685040*]

Fiscal Year	Fiscal Month	Post On	Document No	Doc Ref	Revenues/Expenditure	GL Key	Character	Object	Amount	Description	Vendor No	Warrant No
GL Key: 685040 – SV FIRE DIST-REGIONAL HAZ RESP												
Character: 60 – SERVICES AND SUPPLIES												
Object: 61221 – TELEPHONE-NON TELECOM 1099												
2025	06	12/16/2024	1224SVFD		Expenditures	685040	60	61221	-76.02	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 61221 – TELEPHONE-NON TELECOM 1099									-76.02			
Object: 62715 – SMALL TOOLS & INSTRUMENTS												
2025	06	12/16/2024	1224SVFD		Expenditures	685040	60	62715	-1,520.15	U S BANK CORPOR SVFD 4246-0445	V992019	80075409
Total 62715 – SMALL TOOLS & INSTRUMENTS									-1,520.15			
Total 60 – SERVICES AND SUPPLIES									-1,596.17			
Total 685040 – SV FIRE DIST-REGIONAL HAZ RESP									-1,596.17			
									-653,326.68			



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon. Board of Directors
FROM: Mark Correira, Fire Chief
DATE: January 8, 2025
RE: Board Memo 2025-03: Revised Policy 2100: Policy for Conducting Board Meetings

Recommended Action:

Review updates that affect Brown Act requirements and Move to Approve Revised Policy 2100

Background:

Policy 2100: Policy for Conducting Board Meetings is the policy that guides how Board Meetings are conducted and accessed by the community. On an ongoing basis, the State of California revises, updates and clarifies confusing legislation that governs Board Meeting and participation from the community.


In 2024, the Governor signed into law Assembly Bill (AB) 2302 and 2715 which had the following impacts on Policy 2100. These changes took effect as of January 1, 2025:

- AB 2302 – applies an easier-to-apply formulation for attending remote meeting. This new law limits remote appearances by Board Members to two (2) times per year.
- AB 2715 – expands current closed sessions for *threats to security of public buildings, essential public buildings, or the public right of access to public buildings* to now include “cyber security threats.”

Policy 2100 has been revised to include some of the updates outlined above and approval will allow this policy to comply with these recent legal changes. Staff is recommending approval of revised Policy 2100.

Committee Recommendation:

Presented to the Board of Directors, no committee recommendation.

Scotts Valley Fire Protection District	
POLICY: 2100 DATE APPROVED: 1/8/2025 BOARD PRESIDENT: _____	SUBJECT: Policy For Conducting Board Meetings FIRE CHIEF: _____

Policy 2100: Policy For Conducting Board Meetings

Regular Meetings


The regular meetings of the Board of Directors will be on the second Wednesday of the month at 6:00 P.M. at Scotts Valley City Hall.

Seating of New Directors and Election of Officers

1. The term of office of newly elected directors shall begin at 12:00 A.M. the first Friday of December following their election. Newly elected directors shall be sworn in as the first order of business during the regular December meeting of the Board. In the event that current officers are not present to conduct the December meeting, the meeting will temporarily be conducted by the most senior sitting member of the Board.
2. As the last order of business at the December meeting, the current or temporary President shall preside over the election of Board Officers. The Board shall select one of its members as President and one of its members as Vice President. The Fire Chief shall be the Secretary to the Board.


Selection of Board President

- a. Should a director desire to serve as an officer he/she has the responsibility to express such a desire to the rest of the Board
 - b. It is desirable that directors take turns as Board President
 - c. An officer may be removed from an officer’s position by a 2/3 vote of the Board
3. The newly elected Board President and Vice President shall assume their positions on January 1st. The Vice President shall preside over meetings in the absence of the elected Board President. Board officers shall serve a term of one year. In the event the Board President and Vice President are not in attendance, the senior member in attendance will preside at the meeting.
 4. The Board President shall appoint standing and ad hoc committees as established in Policy 2101.
 - a. Meetings of standing and ad hoc committees shall comply with any and all notice and posting requirements which may be required for such committees by the Ralph M. Brown Act
 - b. Committees shall act on behalf of the board as a whole, shall make regular reports and inform the board, make recommendations and receive direction from the Board.

Scotts Valley Fire Protection District	
POLICY: 2100	SUBJECT: Policy For Conducting Board Meetings

Rules of Procedure and Conduct for Meetings:

1. Meetings of the Board as well as meetings of those committees appointed by the Board, shall be conducted in accordance with those sections and parts of the Ralph M. Brown Act and the Fire Protection District Act within the California Health and Safety code 13800 et. seq. which might apply.
2. The agenda of all regular board meetings shall contain an opportunity for the public to make comments to the Board on any items of interest or concern EXCEPT on matters concerning complaints or charges against any District Employee. Complaints against any District Employee shall be handled in accordance with Policy 903 (Complaints) or Policy 902 (Grievance Procedure).
3. The Board will normally allow a limited amount of time for any member of the public to make oral comments relative to specific items agendize for action prior to such action being taken.
4. Meetings of the Board shall be conducted by the Board President in a manner consistent with the adopted rules. In the event an issue, point of order, or question arises which is not covered within the scope of rules adopted by the Board, not covered by the Brown Act or not covered within the Fire Protection District Act, the Board President shall rule on the point of order, issue or question.
5. Questions pertaining to a director's right to vote on items because of the potential of Conflict of Interest shall be decided as follows:
 - a. Director disqualifies himself/herself
 - b. The Board President disqualifies the director from voting
6. Should any director be disqualified from voting or be overruled on a point of order by the President, he/she may move to appeal the ruling to the full board. The Board President has the right to vote on the appeal and a majority vote of the board overrules the Board President. A tie vote sustains the ruling of the President. In either case, the minutes shall reflect why a director was disqualified to vote.
7. There must be a quorum of 3 members present to conduct business.
8. A majority vote means 3 affirmative votes.
9. A 2/3 vote means 4 affirmative votes.
10. A unanimous vote means 5 affirmative votes.

Scotts Valley Fire Protection District	
POLICY: 2100	SUBJECT: Policy For Conducting Board Meetings

Remote Participation for Meetings:

1. AB 2449 (2022), allows members of Brown Act bodies to participate remotely in two situations:

- For “just cause,” defined as the need to provide care to a child or close relation, having a contagious illness, needs related to a physical or mental disability, or being on official travel for the agency; or
- “Emergency circumstances,” which include physical or family emergencies that prevent a member from attending.

The right to appear remotely in these circumstances is not unlimited.

2. AB 2302, which took effect on January 1, 2025, limits the allowed number of remote appearances for members of Brown Act bodies to two (2) times per year for situations included above by AB 2449.

BOARD MEETING CONDUCT

1. Any action taken by the Board shall be initiated by a motion, introduction of a resolution or introduction of an ordinance.

a. The Board President shall be allowed to make motions

2. The recording secretary shall document the names of those who make motions and second motions in the minutes.

3. Once the President calls for remarks on a motion, the maker of the motion is entitled to speak first. Speakers shall be recognized by the President before making their remarks.

4. Secondary motions pertaining to the main motion may be introduced before the main motion is voted. The last motion stated shall be the first pending motion and the main motion shall be voted upon last.

5. A motion to amend must have the approval of the person making the original motion or a majority vote of the board.

6. An amendment to a motion may only be made once.

7. To be deemed an official action of the board, all action items must receive a majority vote of the elected number of directors serving on the board. **EXCEPTIONS.** Motions requiring a 2/3 vote (super-majority) to pass:

- a. Motion to adopt or amend any policy
- b. Motion to suspend or amend any rule
- c. Motion to reconsider a previously considered motion

Scotts Valley Fire Protection District



POLICY: 2100

SUBJECT: Policy For Conducting Board Meetings

8. Motions requiring a unanimous vote to pass:

a. Motion to discontinue or transfer funds designated as Capital Outlay reserves

9. Motions to Reconsider: Except in the case of specific agenda items requiring a noticed public hearing, the board may reconsider any vote taken at the same session to correct an inadvertent error or consider new information not available at the time of vote. A motion to reconsider must receive a majority vote prior to a motion being reconsidered.

10. The Board may rescind, repeal or annul actions taken at previous meetings by:

a. Passing a motion to place the item on a future agenda

b. Passing the motion to rescind, repeal or annul with the appropriate number of votes

11. The recording secretary shall record votes by name on each motion. If the vote is unanimous, the secretary will document the vote as being unanimous.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon. Board of Directors
FROM: Mark Correira, Fire Chief
DATE: January 8, 2025
RE: Board Memo 2025-02: Revised Public Pay Schedule

Recommendation

Adopt the revised Public Pay Schedule

Discussion

Effective January 1, 2025, the California minimum wage increased from \$16.00/hour to \$16.50/hour. The Fire District's Pay Schedule for Paid Call Firefighters (PCF) is set to minimum wage and reflects the \$16.00/hour pay. To comply with the change in minimum wage, the District's Pay Schedule must be revised.

Staff is recommending the District's Pay Schedule be revised to reflect the change in the State Minimum Wage and effective on January 1, 2025.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

Effective 7/1/2021 and revised January 8, 2025.

Time Base Monthly	7/1/2021		7/1/2022		7/1/2023		7/1/2024	
Confidential Employees	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum	Minimum	Maximum
Admin Accounting Specialist	\$4,979.78	\$5,489.81	\$5,328.36	\$5,874.10	\$5,541.50	\$6,109.06	\$5,763.16	\$6,353.43
Admin Services Manager	\$6,314.79	\$6,961.62	\$6,756.82	\$7,448.94	\$7,027.09	\$7,746.89	\$7,308.18	\$8,056.77
Education Incentive	\$150.00	\$200.00	\$150.00	\$200.00	\$150.00	\$200.00	\$150.00	\$200.00
IAFF Local 3577								
Firefighter	\$7,356.96	\$7,724.08	\$7,356.96	\$7,724.08	\$7,577.67	\$7,955.80	\$7,805.00	\$8,194.48
Engineer	\$8,113.04	\$9,637.68	\$8,113.04	\$9,637.68	\$8,356.43	\$9,926.81	\$8,607.12	\$10,224.61
Captain	\$10,600.72	\$11,466.00	\$10,600.72	\$11,466.00	\$10,918.74	\$11,809.98	\$11,246.30	\$12,164.28
Admin Captain	\$11,025.04	\$11,924.64	\$11,649.00	\$12,600.00	\$11,998.00	\$12,978.00	\$12,358.00	\$13,367.00
Deputy Fire Marshal	N/A	N/A	\$11,649.00	\$12,600.00	\$11,998.00	\$12,978.00	\$12,358.00	\$13,367.00
Holiday Pay	\$363.84	\$567.00	\$727.68	\$1,134.00	\$749.52	\$1,168.08	\$771.84	\$1,203.12
Paramedic Incentive	\$231.72	\$772.41	\$231.72	\$772.41	\$238.67	\$795.58	\$245.83	\$819.45
Haz Mat Incentive	\$367.85	\$475.00	\$367.85	\$475.00	\$378.88	\$475.00	\$390.25	\$475.00
Education Incentive	N/A	N/A	\$150.00	\$200.00	\$150.00	\$200.00	\$150.00	\$200.00
Chief Officers								
Battalion Chief	\$13,185.12	\$13,989.04	\$13,185.12	\$13,989.04	\$13,580.67	\$14,408.71	\$13,988.09	\$14,840.97
Holiday Pay	\$652.01	\$691.77	\$1,304.02	\$1,383.53	\$1,343.14	\$1,425.04	\$1,383.44	\$1,467.79
Management Incentive	\$975.00	\$975.00	\$1,029.17	\$1,029.17	\$1,083.33	\$1,083.33	\$1,137.50	\$1,137.50
Fire Chief								
Fire Chief	\$16,604.00	\$17,617.00	\$17,387.00	\$18,447.00	\$17,908.00	\$19,000.00	\$18,446.00	\$19,570.00
Management Incentive	\$975.00	\$975.00	\$1,029.17	\$1,029.17	\$1,083.33	\$1,083.33	\$1,137.50	\$1,137.50
Education Incentive					\$150.00	\$300.00	\$150.00	\$300.00
Time Base Hourly	1/1/2021		1/1/2022		1/1/2023	7/1/2023	1/1/2024	1/1/2025
Paid Call Firefighter (PCF)	\$14.00		\$15.00		\$15.50	\$15.50	\$16.00	\$16.50
Hydrant Maintenance	\$18.00		\$18.00		\$18.00	\$18.00	\$24.04	\$24.76
Temporary Firefighter	\$30.32		\$30.32		\$30.32	\$31.23	\$31.23	\$32.16

PASSED AND ADOPTED BY THE Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, at a regular meeting held on January 8, 2025, by the following vote:

AYES NOES ABSENT ABSTAIN

Director Adam Cosner
 Director Kris Hurst
 Director Daron Pisciotta
 Director Mike Weaver
 Director Ron Whittle

ATTEST:

 Mark Correia
 Board Secretary

 Adam Cosner
 Board President



SCOTT'S VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon. Board of Directors
FROM: Mark Correira, Fire Chief
DATE: January 8, 2025
RE: Board Memo 2025-04: Revised Marywood Lease

Recommended Action:

Move to Approve the Revised Lease for the Marywood Property

Background:

At the November 13, 2024 Board Meeting, the Board of Directors discussed the termination of the Marywood Lease, and the interest from a neighbor (Pony People Inc.) to continue the property lease for similar purposes. The Board requested that Staff pursue a lease with the Pony People and bring a lease agreement back to the Board for consideration. At the December 11, 2024 Board Meeting, the Board of Directors approved the Marywood lease on the Consent Agenda.

After approval of the Lease, the Pony People informed the District that they were only able to get \$3 million in aggregate insurance coverage, but not the \$4 million required in the agreement without additional underwriting and expense.

The Fire Chief contacted the District's General Counsel and its insurance provider to discuss the level of risk if we were to lower the insurance requirement to \$3 million. It's important to note that there have been no claims on the Marywood Property for the duration of the previous lease of 19+ years. The group conceded that the risk is minimal for this change.

Staff is recommending approval of the revised lease agreement with the change from a \$4 million to \$3 million dollar insurance requirement.

Committee Recommendation:

Presented to the Board of Directors, no committee recommendation.

**LEASE AGREEMENT BETWEEN
THE SCOTTS VALLEY FIRE PROTECTION DISTRICT AND
THE PONY PEOPLE CORPORATION**

MARYWOOD PROPERTY (APN 093-151-06)

This Lease Agreement ("Lease") is made and entered into on this ___ day of _____, 202__ ("Effective Date"), by and between the SCOTTS VALLEY FIRE PROTECTION DISTRICT ("SVFD"), a California fire protection district formed and organized pursuant to Health and Safety Code section 13800 *et seq.*, and the PONY PEOPLE ("Lessee"), a California nonprofit public benefit corporation organized and existing under the laws of California. SVFD and Lessee may be referred to herein individual as "Party," or collectively as "Parties."

RECITALS

- A. SVFD owns certain real property located off Glenwood Drive, south of its intersection with Eagle Road, identified as Santa Cruz County Assessor Parcel No. 093-151-06 and commonly known as the "Marywood Property." The Marywood Property is depicted in Exhibit A, attached hereto.
- B. Lessee desires to lease the Marywood Property for use for open pasture purposes, in particular for ponies to graze and/or for use to reach children pony care and maintenance ("Pony Purposes"). No ponies or other horses shall be housed on the Marywood Property.
- C. SVFD desires to lease to Lessee, and Lessee desires to lease from SVFD, the Marywood Property for the Pony Purposes identified herein.

AGREEMENT

1. **Leased Premises.** Lessor hereby leases to Lessee, and Lessee hereby leases from Lessor, the Marywood Property ("Premises") for use to accomplish the Pony Purposes set forth herein.
2. **Term.** The term of this Lease shall commence on the Effective Date of this Lease, shall continue for a period of 5 years ("Term"), unless terminated earlier in accordance with the provisions of this Agreement.
3. **Rent.** Lessee shall pay to Lessor as rent for the Premises the sum of \$500 per year, payable in advance on the first day of each year during the term of this Agreement. As additional compensation for this Lease, Lessee shall comply with Lessee Obligations defined herein, which are an express and material part of this Lease.
4. **Lessor Obligations.** SVFD shall warrant and defend Lessee's possession of the Premises against any and all persons as long as the Lease remains in effect and Lessee is not in default under the terms of this Lease.

5. **Lessee Obligations.** Lessee shall maintain the property as an open pasture, to be used for pony grazing and from time to time for the education of children, including foster and disabled children, relative to pony care and maintenance. Additionally, Lessee shall:
- a. maintain the site, including discing of the property along the adjacent roadway and other standard pasture maintenance, including, but not limited to, weed control, reasonable brush clearance, and, as necessary, mowing to comply with any property maintenance obligations imposed by the County of Santa Cruz or otherwise, to the extent the same is not accomplished by the grazing ponies;
 - b. be solely responsible for the care and feeding of its ponies on the Premises, and must ensure that the animals have an adequate supply of water while on the Premises;
 - c. be responsible for any and all manure management on the Premises, and manure cleanup and removal activities shall be scheduled so as to minimize disruption of neighboring properties;
 - d. minimize hay storage, if any, on the Premises;
 - e. to the extent applicable, be responsible for any and all utility and/or service costs incurred in connection with Lessee's use of the Premises, including water, electricity, and waste disposal;
 - f. be responsible, either directly to the County or indirectly through reimbursement to SVFD, for any real property taxes that may be or become due in connection with the Premise. The Parties acknowledge that the Marywood Property is currently tax exempt, in light of its ownership by SVFD, and, as such, any property taxes due in connection with the property will be due as a result of Lessee's use of the property;
 - g. use the Premises only for lawful purposes, and shall at all times use the Premises in compliance with any and all laws, ordinances, decrees, orders, rules, and regulations, including, but not limited to, all environmental and land use laws, statutes, rules, regulations and ordinances of any authority with jurisdiction over the Marywood Property; and
 - h. shall not bring, use, store, or dispose of any hazardous materials on the Premises, except for gasoline or oil necessary for the operation of vehicles. Hazardous materials include, but are not limited to, substances defined as hazardous under any local, state, or federal law.
6. **Use of Premises.** Lessee shall use the Premises solely for the Pony Purposes and for no other purpose without the prior written consent of SVFD. Lessee shall not make any improvements, alterations, or additions to the Premises without the express written consent of SVFD. Lessee may place signage on the Premises, provided such signage is in compliance with all applicable laws and ordinances.

7. **Maintenance and Repairs.** Lessee shall, at its own expense, maintain the Premises in good condition and repair, and shall not permit any waste or damage to the Premises.

8. **Insurance.**

a. The Lessee shall procure and maintain insurance for the duration of the facility use, covering claims for injuries, death, or property damage arising from the use of the facilities and related activities. The required insurance includes:

i. **General Liability Insurance:** Coverage must be at least as broad as ISO Commercial General Liability Coverage (Occurrence Form CG 00 01) with limits of at least \$1,000,000 per occurrence. If a general aggregate limit applies, it must be at least three times the required per occurrence limit or apply separately to the project/location.

1. Additional Insured Status: SVFD and its representatives must be named as additional insureds.

2. Primary Coverage: The Lessee's insurance must be primary, and any insurance maintained by SVFD must be excess and non-contributory.

ii. **Workers' Compensation Insurance:** Coverage as required by California law, with statutory limits and Employer's Liability Insurance of no less than \$1,000,000 per accident. The insurer must waive all rights of subrogation against SVFD and its representatives.

To the extent Lessee has no employees, then it may certify in writing to SVFD that it has no employees and is not required to carry workers' compensation insurance under applicable state laws. If making such an election, Lessee agrees to notify SVFD immediately if this status changes. Lessee further agrees to indemnify and hold harmless SVFD from any and all claims, liabilities, or costs arising from any injury or illness incurred by the Lessee or its subcontractors while performing work under this Agreement.

iii. **Property Insurance:** Coverage against all risks of loss to tenant improvements or betterments at full replacement cost with no coinsurance penalty.

If the Lessee maintains broader coverage or higher limits than the minimums specified, SVFD is entitled to the broader coverage or higher limits.

b. Notice of Cancellation: Insurance policies provided pursuant to this Section must provide that coverage cannot be canceled without notice to the SVFD.

c. Insurer Requirements: Insurance required by this Section must be placed with insurers having an A.M. Best rating of no less than A-:VII or as approved by the SVFD.

- d. **Verification of Coverage:** The Lessee must comply with these provisions before commencing the lease and provide certificates and endorsements at least five days before using the facilities. Failure to maintain the required insurance and provide adequate evidence of coverage is a material breach of contract.
9. **Indemnification.** To the maximum extent permitted by law, Lessee shall indemnify and hold harmless and defend SVFD, its directors, officers, employees, and authorized volunteers, and each of them from and against any and all liability, loss, damage, expense, costs (including without limitation costs and fees of litigation), of every kind or nature arising out of or in connection with Lessee's lease and use of Premises or its failure to comply with any of its obligations contained in this Lease, except such loss or damage which was caused by the sole negligence or willful misconduct of SVFD, or its directors, officers, employees, or authorized volunteers.
10. **Liability and Encumbrances.** It is further understood and agreed that SVFD shall not be liable for debts or liabilities contracted or incurred by Lessee, nor shall Lessee allow any labor, mechanic or material liens to attach to said Premises or improvements to the Premises. To the maximum extent permitted by law, SVFD shall not be liable for any accident to persons or properties which may occur in the Premises or in connection with the performance of this Lease during the Term of this Lease. Lessee shall not under any circumstances encumber the fee estate of SVFD in the Premises, including by means of any mortgage, deed of trust, or other instrument or device. Lessee shall not, by operation of law or otherwise, sell, assign, lease, sublease, or otherwise transfer, dispose of or convey its leasehold interest in the Premises.
11. **Inspection of Premises.** Lessor may enter the Premises from time to time for purposes of inspecting the Premises to ensure compliance with the Lease terms, provided such inspection does not unreasonably interfere with the Lessee's use of the Premises.
12. **Termination.** Either Party may terminate this Lease (1) without further cause upon 30 days' written notice to the other Party; or (2) for cause with notice of a material breach of this Lease provided the breaching Party is provided with a 10-day timeframe to cure such breach. Upon termination, Lessee shall vacate the Premises and return it to Lessor in the same condition as received, reasonable wear and tear excepted.
13. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California.
14. **Recitals.** All recitals and exhibits attached hereto and/or referred to herein are incorporated into and are an effective part of this Lease.
15. **Partial Invalidity.** If any provision of this Lease is held to be invalid, void, or unenforceable by a court of law, the remaining provisions of this Lease shall nevertheless continue in full force and effect without being impaired or invalidated in any way, unless doing so would alter the intent of the Parties.

16. **Interpretation.** Prior to execution and delivery of this Lease, each Party has received, or had unqualified opportunities to receive, independent legal advice from its legal counsel with respect to the advisability of executing this Lease and the meaning of the provisions herein. Therefore, the provisions of this Lease shall be construed based on their fair and reasonable meaning, and not for or against any Party based on whether such Party or its legal counsel was primarily responsible for drafting this Lease or any particular provision herein.
17. **Authority to Execute.** Each person signing this Lease represents and warrants that they have been duly authorized, by appropriate action of the Party that they represent, to act on behalf of the Party and to bind that Party to the terms and conditions of this Lease.
18. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements and understandings, whether written or oral, relating to the subject matter hereof.
19. **Notice.** Any notice required to be given, or which may be given by either Party to the other, shall be deemed to be have been fully given when made in writing and deposited in the United States mail, postage prepaid, and addressed as follows:

SVFD:

Mark Correira, Fire Chief
 Scotts Valley Fire Protection District
 7 Erba Lane
 Scotts Valley, CA 95066
 E-mail: mcorreira@scottsvalleyfire.com

Lessee:

Suzy Powers
 Pony People
 4171 Glenwood Drive
 Scotts Valley, CA 95066
 E-mail: ponypeople@comcast.net

The Parties may change the contacts or addresses above by providing written notice to the other Party. The Parties may provide notice via e-mail rather than U.S. Mail by using the e-mail addresses specified above (or subsequently noticed), upon confirmation or acknowledgement of receipt by the recipient. This provision is not intended to restrict general day-to-day communications which may be handled via telephone or e-mail.

20. **Counterparts.** This Lease may be executed in multiple counterparts, each of which shall be an original and all of which shall constitute one agreement. For purposes of this section, facsimile and/or electronic copies shall bear as original signatures.

IN WITNESS WHEREOF, the Parties hereto have executed this Lease on the day and year first above written.

LESSEE:
 PONY PEOPLE

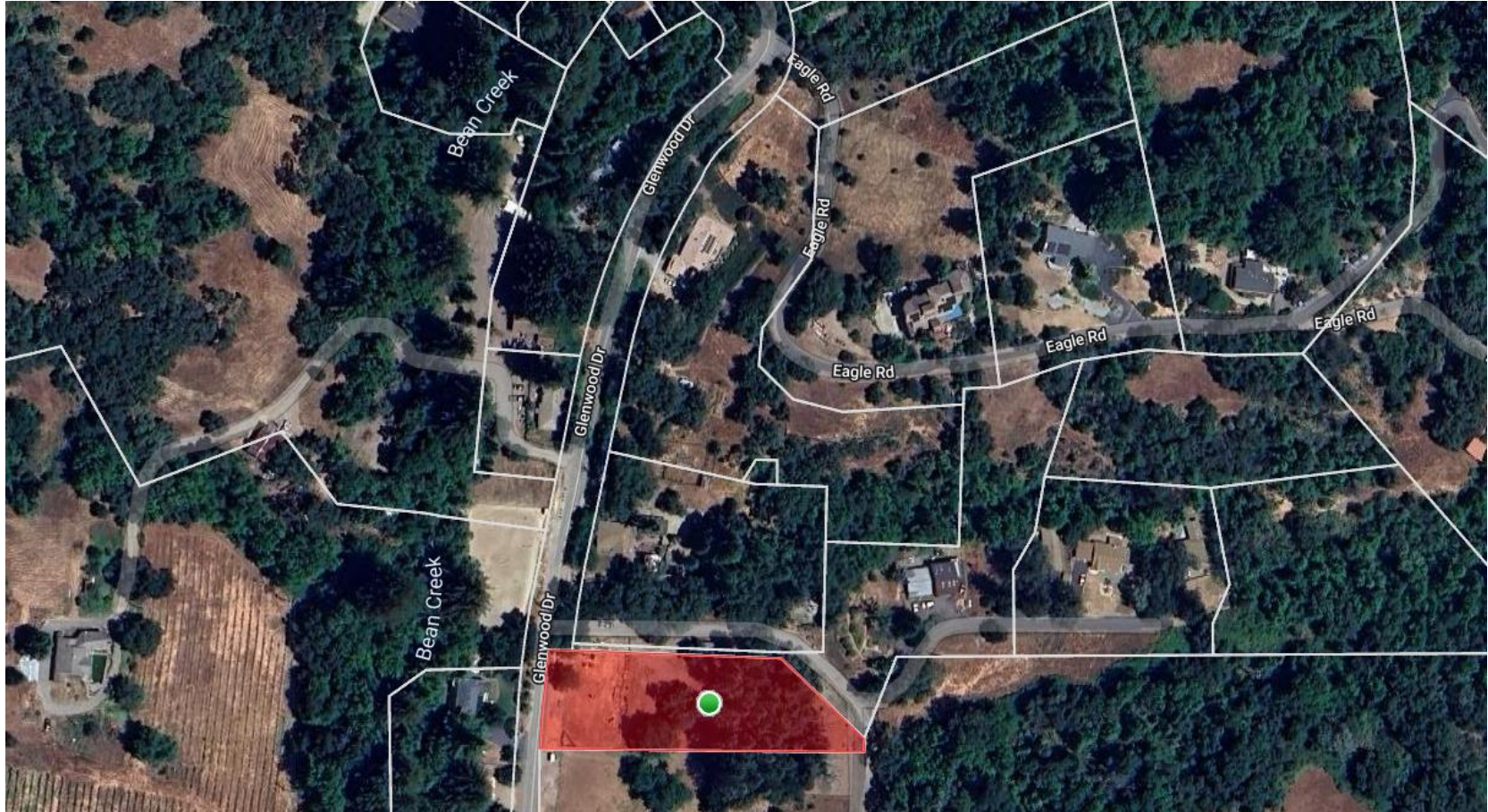
LESSOR:
 SCOTTS VALLEY FIRE PROTECTION DISTRICT

By: _____
 Suzanne Powers, CEO

By: _____
 Mark Correira, Fire Chief

EXHIBIT A

DEPICTION OF MARYWOOD PROPERTY





SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon. Board of Directors
FROM: Mark Correira, Fire Chief
DATE: January 8, 2025
RE: Board Memo 2025-01: Fire Station Safety Measure Options

Recommended Action:

Refer to Facilities and Equipment Committee

Background:

At the November 2024 Board Meeting, following the unsuccessful outcome of Measure S, the Board of Directors requested that an agenda item be added to the January meeting to discuss creating safer space(s) for firefighters at the Erba Lane Fire Station. In preparation for this discussion, the Fire Chief collaborated with the District's administrative staff and all three shifts to brainstorm potential solutions. This memorandum summarizes the options identified by members of the organization.

La Madrona Fire Station

The Fire District has engaged the community on the proposal to build a new fire station and administrative offices at 6000 La Madrona Drive, but efforts to secure funding have not been successful. Property tax measures aimed at supporting this project were presented to voters in 2005, 2023, and 2024, all of which failed—some by very narrow margins. Given this history, it is reasonable to question whether continuing to pursue this option remains a viable path forward for the District.

Staff has identified this as a critical-path-decision for the Board to discuss, as it will significantly influence the District's future direction. If the Board opts to retain the La Madrona site as a potential future fire station, the best course of action may involve temporary improvements to the Erba Lane Station. Conversely, if the Board decides to discontinue considering the La Madrona site, it should evaluate longer-term solutions that would require more substantial investments in the Erba Lane Station.

Erba Lane Station (Short Term)

Staff has discussed and identified short-term solutions (i.e. temporary fixes) for the Erba Lane Station to address safety concerns. For ease in understanding the options, the options have been broken into two subcategories: Administration and Emergency response. This path was designed because some of the decisions made for Emergency Response may impact the Administration. Staff has identified some of the pros and cons of each option to assist in the brainstorming effort.



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Emergency Response:

<i>Proposed Change</i>	<i>Positive(s) (Pro)</i>	<i>Downside(s) (Con)</i>
Make no changes	No financial impact	Does not address the problem
Move Response Staff dorms to Fire Administration	<ul style="list-style-type: none"> Easily accomplished Little / no cost 	<ul style="list-style-type: none"> Displaces Administration Separates living quarters (i.e. kitchen) from dorm area
Tenant Improvements to create/build dorms in the Training Room	<ul style="list-style-type: none"> Keeps living quarters on same side of building Does not displace Administration 	<ul style="list-style-type: none"> Financial Impact (cost of tenant improvements) Loss of training room (unless added in current dorm area) Puts dorms further from the apparatus bay (impact on reflex time)
Purchase or Rent/Lease temporary living space (office/dorm trailer in Parking lot or on the apron)	<ul style="list-style-type: none"> Easily accomplished Does not displace Administration 	<ul style="list-style-type: none"> Financial impact Unknow if City would approve/authorize Could put dorms further from apparatus bay May be a challenge if water and sewer are required Loss of parking

Administration:

If Fire Administration is displaced either temporarily or for a longer-term, Staff has identified the following options:

<i>Proposed Change</i>	<i>Positive(s) (Pro)</i>	<i>Downside(s) (Con)</i>
Make no changes	<ul style="list-style-type: none"> No financial impact 	<ul style="list-style-type: none"> Does not address the problem
Move Administration to the Erba Lane Training Room	<ul style="list-style-type: none"> Easily accomplished Little / no cost (unless tenant improvements for longer term) Keeps Administration at 7 Erba Lane 	<ul style="list-style-type: none"> Eliminates training room Access to restrooms for Administrative Staff would be a challenge Open floor plan and limited private offices may create challenges



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<p>Purchase / lease temporary office space (onsite)</p>	<ul style="list-style-type: none"> • Easily accomplished • Retains Training Room • Allows flexibility with options for emergency response staff (i.e. transitional planning) • If purchased, could be moved to La Madrona if funding is secured and during construction 	<ul style="list-style-type: none"> • Lose parking spaces or apron space • Unknown if can be permitted by City. • Sewer and water may be a challenge (if required); restrooms for admin staff
<p>Move administration to Station 2 - Glennwood</p>	<ul style="list-style-type: none"> • Easily accomplished • Retains Training Room at Erba Lane • Keeps Administration in Scotts Valley • There is a single restroom that could be used by Administration 	<ul style="list-style-type: none"> • Space is limited there and could not accommodate all of Administration • Change for the Community on where Administration is located • Could impact administrative staff morale
<p>Move administration to Station 3 - Branciforte</p>	<ul style="list-style-type: none"> • Easily accomplished • Retains Training Room at Erba Lane • Little financial impact • Keeps administration in one location 	<ul style="list-style-type: none"> • Community access to Administration would be more challenging / away from population center • Would impact administrative staff morale • Could impact crew-quarters when we pre-position resources
<p>Move Administration to Commercial Lease Space in Scotts Valley</p>	<ul style="list-style-type: none"> • Somewhat easily accomplished • Retains Training Room • Keeps administration in one location • Community access to administration would be retained 	<ul style="list-style-type: none"> • Financial Impact (lease payments and potential for tenant improvements)



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Erba Lane Station (Long Term)

If the decision is to not pursue 6000 La Madrona Drive as a future fire station site, seismically upgrading and performing tenant improvements to the 7 Erba Lane Station may be the best path forward. This option will require permitting, engineering, and construction time. In addition, this option will require a funding/financial plan as the cost of retrofitting will be several millions of dollars.

If this option is selected, it will also be important to implement temporary measures, as outlined earlier, to ensure functionality and safety during the construction period.

Summary

The options listed above are designed to provide some choices for the Board to consider. It is not intended to be an exhaustive or detailed list of all options available, rather it is a starting place for brainstorming and discussion.

It is also worth noting that a combination of multiple options could be explored to address the safety concerns at the Erba Lane Fire Station. For instance, a potential solution might include:

- Move emergency crews to Administration
- Seek temporary lease space for Administration onsite or in a commercial space,
- Invest in tenant improvements for dorms in the training room
- Move administration back once construction is completed

This example, or other combinations of options, could serve as a comprehensive approach to resolving the identified safety issues at the Erba Lane Fire Station.

Committee Recommendation:

No committee recommendation



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TO: Hon. Board of Directors
FROM: Mark Correira, Fire Chief
DATE: January 8, 2025
RE: Board Memo 2025-05: Fire Chief's Work Plan (Review)

Recommended Action:

No Action

Background:

At the July 11, 2024 Board Meeting and as part of the Fire Chiefs Annual Evaluation, the Board of Directors approved the 2024/25 (FY) Fire Chief's Work Plan. At the October 9, 2024 Board Meeting, the Fire Chief reviewed his workplan with the Board of Directors, and advised them that the work plan review will occur quarterly. This item serves as an update and review of the Fire Chief's Work Plan and provide the 4th quarter of 2024 review.

Attached, please find a revised Fire Chief's Work Plan. Revisions can be noted in red and are designed to provide an update to the progress being made on the Work Plan. Any item that is completed is noted as such in capitalized letters.

Highlights for this last quarter include policy updates, securing a vendor for financial analysis / debt management strategy, and a vendor for Strategic Planning.

Committee Recommendation:

No committee recommendation

2024/2025 WORK PLANNING SHEET

Scotts Valley Fire

Employee: Mark Correia, Fire Chief

Department: Executive

Revised Date: **January 8, 2025**

GOAL	DIVISION	ACTIONS/TASKS	TRACKING	DEADLINE
Continue to review policies and bring organization into compliance	Admin, other Divisions as needed	<ul style="list-style-type: none"> Perform gap analysis on policies to identify policies in need of revision or publishing Prioritize policies by risk Revise or develop needed policies Develop a Cal/OSHA compliant safety plan 	<ul style="list-style-type: none"> Gap analysis completed Continuing effort on employee handbook, and policy review Included Cal/OSHA Compliant Policy Development in program manager workplan Developed and received approval for Ergonomics Policy Revised Policy 2401 Revised Policy 1500 	3 rd Quarter 2024 Ongoing
La Madrona Fire Station Site	Admin, Facilities and Equipment Committee	<ul style="list-style-type: none"> If approved, work with vendors to develop bond measure strategy Manage and lead bond measure process Work with internal and external stakeholders 	<ul style="list-style-type: none"> Working with Measure S Committee on Bond Effort Met with RRM to discuss plans and drawing Met with KJ and Area Water Districts on pump house easement and elevations Easement completed, and received funding Working with Pacific Underground on possible temporary use of La Madona Site (Staging for pump station) 	3 rd Quarter 2024
Performance Management	Admin, Organization and	<ul style="list-style-type: none"> Continue to implement performance management practices 	<ul style="list-style-type: none"> All Supervisors completed performance evaluations on all personnel 	3 rd Quarter 2024



2024/2025 WORK PLANNING SHEET

Scotts Valley Fire

	Personnel Committee	<ul style="list-style-type: none"> Identify contemporary management practices and implement as needed (Performance Appraisal System, Performance Measures, etc.) 	<ul style="list-style-type: none"> Established Admin Huddle Working with Leadership Team to develop performance measures See strategic Planning COMPLETE 	
Impact Fees	Admin, Finance Committee	<ul style="list-style-type: none"> Continue work with consultant (NBS) on impact fees Work with Board to implement impact fee program 	<ul style="list-style-type: none"> Received status update from NBS. Initial analysis will be available at end of month (Project was delayed because of Measure S) 	3 rd and 4 th Quarter Q1 2025
Strategic Planning	Admin, Board of Directors	<ul style="list-style-type: none"> Identify firm to assist in strategic planning effort Host strategic planning process Work with Board to implement Plan Goals 	<ul style="list-style-type: none"> Requested quote from 3 vendors – meetings set up 2nd & 3rd week in October Targeting process after Financial Consultant evaluation Selected vendor (CPSE) and are crafting agreement for this service. Planning meeting will likely kick off on March 4th (if we reach agreement) 	4 th Quarter 2024 (1 st Quarter 2025)
District Voting Evaluation	Admin., Board of Directors	<ul style="list-style-type: none"> Work with consultant (NDC) to evaluate District Elections Work with Board / Board President to present the demographic data 	<ul style="list-style-type: none"> Move to 1st quarter of 2025 	4 th Quarter 2024 1 st Quarter 2025
Financial Planning / Strategic Debt Management	Admin, Finance Committee	<ul style="list-style-type: none"> Identify consulting firm to support project Work with Finance Committee to identify best practices Develop Strategic and long-term Debt Management program 	<ul style="list-style-type: none"> Set meeting with Finance Consultant (Sept. 30) – will provide a quote in Oct. Approved working with Bob Mimms, CPA CPA Mimms has evaluated audit report, and will take a deeper dive into the budget. Will meet 	4 th Quarter 2024 1 st Qtr 2025



2024/2025 WORK PLANNING SHEET

Scotts Valley Fire

			with Finance Committee in January once appointed.	
		•	•	
Implement Strategic Plan	Admin / All Divisions, Board of Directors, Community	<ul style="list-style-type: none"> • Develop Organizational Work Plan to implement strategic plan • Assign goals to Program Managers 		1 st -Quarter 2025 2 nd Qtr 2025
MOU Negotiations	Admin, Ad Hoc Negotiations Committee	<ul style="list-style-type: none"> • Provide data and information to the Board's Negotiations team • Provide analysis to support Boards Negotiations team • Work with Board to develop short- and long-term sustainable pay and benefit strategies to retain and recruit workforce 	<ul style="list-style-type: none"> • Received request from IAFF 3577 to negotiate a successor MOU. 	1 st and 2 nd Quarter 2025
Professional Development Planning	Admin, Training, ELT	<ul style="list-style-type: none"> • Work with Executive Leadership Team to develop professional development plan for current and future leaders • Develop succession planning strategies for all levels within the organization 		2 nd Quarter 2025
Standards of Coverage	Admin, SCO Chiefs, Board of Directors	<ul style="list-style-type: none"> • Evaluate response goals • Work with Board to adopt revised response standards if needed • Evaluate current SOC and revise as needed • Implement CAD changes as needed based on SCO and community risk assessment 		2 nd Quarter 2025





SCOTTS VALLEY FIRE PROTECTION DISTRICT

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TO: Hon. Board of Directors
FROM: Erin Collins, Deputy Fire Marshal
DATE: January 8, 2025
RE: 2024 State Mandated Inspection Reporting

Recommendation

Move to accept the report as presented and adopt Resolution 2025-01 approving the 2024 California State Fire Marshal mandated inspection report.

Background

The California State Fire Marshal mandates that specific types of occupancies be inspected annually, as outlined in Sections 13146.2 and 13146.3 of the Health and Safety Code. Senate Bill 1205, passed in 2018, further requires Fire Districts to report the status of these mandated inspections to their Board of Directors. The occupancies included are:

- Educational (E) – Kindergarten through 12th Grade
- Institutional (I)
- Hotels/Motels (R1)
- Apartments Buildings (R2)

Additionally, the Scotts Valley Fire Protection District (SVFPD) has elected to include Organized Camps (C) in this inspection program due to the presence of large “lodge” buildings, which can be comparable to the R1 occupancy classification.

The SVFPD has identified twenty-nine (29) occupancies within its jurisdiction, including the newly integrated Branciforte area, that fall under these mandated categories. All 29 have been inspected during the 2024 calendar year, achieving a 100% completion rate.

Following recommendations from the 2019-2020 Santa Cruz County Grand Jury report, titled Fire and Safety Inspections in Santa Cruz County, the SVFPD has committed to increasing transparency by posting state-mandated inspection findings on the department’s website following the Board’s approval of Resolution 2025-01.



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SVFPD State Mandated Inspection Summary - 2024			
Facility Type	Total # of facilities	Initial # of violations	Remaining violations as of 12/31/24
Apartments (R-2)	10	11	0
Residential Care (R-2.1)	2	2	1
Hotels/Motels (R-1)	5	13	0
Institutional (I)	1	0	0
Schools (E)	7	18	0
Camps (C)	4	9	0

SVFPD State Mandated Inspection Violations by Type - 2024	
Fire Alarm/Fire Sprinkler/Kitchen Hood System Test Reports	31.11%
Exiting – signage repairs, blocked exits	17.78%
Maintaining protection – holes in sheetrock, missing ceiling panels	13.33%
Fire Extinguisher-missing or overdue for annual service	11.11%
Miscellaneous	26.67%

SCOTTS VALLEY FIRE PROTECTION DISTRICT

RESOLUTION NO. 2025-01

RESOLUTION ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF OF THE SCOTTS VALLEY FIRE PROTECTION DISTRICT (SVFPD) REGARDING THE STATE MANDATED ANNUAL INSPECTIONS OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2 AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the SVFPD, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.2 requires all fire departments, including the SVFPD, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS, the Board of the SVFPD intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the SVFPD's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of the SVFPD that said Board expressly acknowledges the measure of compliance of the SVFPD with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the SVFPD, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those public and private schools, used by more than six persons at any one time for educational purposes from kindergarten through the 12th grade. Within the SVFPD, there lie six (6) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2024, the SVFPD completed the annual inspection of six (6) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R and C occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc. The residents may also be non-ambulatory or bedridden. Within the SVFPD, there lie seventeen (17) Group R (and their associated sub-categories) and four (4) Group C occupancies of this nature.

During calendar year 2024, the SVFPD completed the annual inspection of seventeen (17) Group R and four (4) Group C occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

C. INSTITUTIONAL GROUP I OCCUPANCIES

Group I occupancies are those occupancies in which care of supervision is provided to persons who are not capable of self-preservation without physical assistance or in which persons are detained for penal or correctional purposes. These occupancies generally include hospitals and correctional facilities or jails. These occupancies require inspection every other year. Within SVFPD there is 1 Group I occupancy.

During calendar year 2024, the SVFPD completed the annual inspection of one (1) Group I occupancy, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.


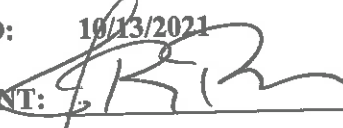

PASSED AND ADOPTED by the Board of Directors of the Scotts Valley Fire Protection District, County of Santa Cruz, State of California, this 8th day of January 2025, by the following vote:

	<u>AYES</u>	<u>NOES</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Director Adam Cosner				
Director Kris Hurst				
Director Daron Pisciotta				
Director Ron Whittle				
Director Mike Weaver				

ATTEST:

Mark Correia
Board Secretary

Adam Cosner
Board President

Scotts Valley Fire Protection District	
POLICY: 2101	SUBJECT: Committees of the Board of Directors
DATE APPROVED: 10/13/2021	
BOARD PRESIDENT: 	FIRE CHIEF: 

Policy 2101: Committees of the Board of Directors

The Board of Directors of the Scotts Valley Fire Protection District hereby authorizes the following standing committees:

- Finance and Planning Committee

The primary role of the Finance and Planning Committee of the Board is to work with staff on development of budgets, financial projections, and financial strategic planning. Recommendations are made to the Board of Directors with regard to budgeting and allocation of financial resources. The Finance and Planning Committee may also meet with the District's auditor, the Santa Cruz County Auditor and other related entities for the purpose of financial planning.

The Board Finance and Planning Committee may conduct routine quarterly reviews of the current financial status of the District as well as spot checking invoices, statements and warrants for conformance with District policies and procedures.

- Organization and Personnel Committee


Maintains sufficient policies and procedures to assure efficient personnel management and leadership. Recommends organizational structures to the full Board.

- Facilities and Equipment Committee

Conducts capital planning on the replacement, procurement and construction of facilities, apparatus and equipment.

- Interagency Committee

The Interagency objectives are to provide a unified source of accurate information on community related matters, demonstrate effective interagency relationships and through transparency build and maintain trust of local public agencies.

Scotts Valley Fire Protection District	
POLICY: 2101	SUBJECT: Committees of the Board of Directors

- Audit Committee

The Audit Committee of the Board of Directors is hereby established as the full Board of Directors of the Scotts Valley Fire Protection District. The purpose of establishing the Audit Committee is to formally identify that the entire Board of Directors has the fiduciary responsibility for oversight of District administration, governance and financial accountability in the interest of the public.

The role of the Audit Committee is to provide oversight and accountability for all aspects of fiscal affairs including:

- Selection and hiring of the financial audit firm
- Audits are performed on an annual basis
- Formal acceptance, in open session, of the audit report
- Assurance that fiscal processes are adequate and being followed
- Payments are made accurately and promptly
- Records and reports are accurate

The purpose of the committee is to conduct detailed analysis and study in the appointed area of District functions and report the findings to the full Board for action.

Meetings of the committees shall be posted to meet the Brown Act provisions of the California Government Code. Minutes of committee meetings are not required to be taken.

Committees shall be appointed by the Board President at the January Board meeting for the calendar year. Each committee shall be composed of two Board members except the Audit Committee which shall be the full Board.

Ad Hoc committees may be established from time to time to deal with specific issues as determined by the Board. The Board President will make such appointments to Ad Hoc committees as required.

Committees of the Board are required to carry out the Board's wishes in the best interest of the District. The committees will report back to the Board monthly based on activities. Committees may not take any formal action. Any action requires a majority vote of the full Board in open or closed session (and reported in open session) as appropriate.



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

TO: Hon. Organization and Personnel Committee
FROM: Mark Correira, Fire Chief
DATE: January 8, 2025
RE: Board Memo 2025-06: Reorganization Study / Shared Services

Recommended Action:

Move to establish an Ad Hoc Committee for Reorganization Study and Shared Services with other agencies.

Background:

At the December 11, 2024 Board Meeting, the Board of Directors voiced their support for participating in a Reorganization Study with Central Fire District of Santa Cruz County (Central Fire), and City of Santa Cruz. At this same meeting, the Board of Directors approved a shared services agreement for Fire Marshal Services with Central Fire. Also at this meeting, Director Whittle requested "Reorganization Study / Shared Services Ad Hoc Committee" be added to the next Board of Director Meeting Agenda.

This item was agendized to accommodate Director Whittle's request, and is titled as such. It is designed to let the community know the purpose of the discussion, and allows for the Board to discuss their interest and scope of sharing services, as well as with which agency(s). It also allows the Board to decide if this item rises to the level of needing an Ad Hoc Committee.

District Policy 2101 Committees of the Board of Directors provides the following direction for ad hoc committees:

Ad Hoc Committees may be established from time to time to deal with specific issue as determined by the Board. The Board President will make such appointments to Ad Hoc committees as required.

If the Board approves the Ad Hoc Committee, the Board President will appoint Board Members to the Committee as required.

Committee Recommendation:

No committee recommendation



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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Date: January 8, 2025
To: Hon. Board of Directors
From: Mark Correira, Fire Chief
Subject: Administrative Report – January 2025

Administration

- District administrative staff continues to participate in regular meetings, collaborating with the County of Santa Cruz on the backend development of the new payroll program.
- The District recently hosted the Santa Cruz County Administrative Services Section Group meeting. Administrative staff from four local agencies within Santa Cruz County attended, along with Central Fire Chief Jason Nee, who serves as the group's Chief representative. Chief Nee provided updates on countywide fire-related developments that may impact local agencies. The next meeting of the Administrative Services Section Group is scheduled for February and will include training hosted by Watsonville Fire Department.

Operations

- The District will be housing the Breathing Support Unit for December and January. This regional asset is used to fill SCBA bottles at fires. This resource will respond by request to incidents that warrant its use, and by request. It is currently housed at the Glennwood Station, and responded to the 13 December Boulder Creek Structure Fire.

Training / EMS

- Chiefs Correira and Stubendorff met with the EMSIA leadership to discuss the impact BLS units are having on Scotts Valley Fire. This meeting led to limiting the use of BLS units outside the urban core area of the County. This deployment plan will be exercised for 30 to 90 days to determine if there are any unforeseen impacts.

Prevention / Community Risk Reduction

- Inspections Conducted:
 - 5 construction inspections
 - 10 annual re-inspections
 - Follow-up: 3 complaints
 - 1 defensible space inspection
- Plan Reviews:
 - 1 construction plans
 - 2 fire sprinkler plans
- Community Engagement & Meetings
 - Attended the FireSafe Council dinner thanking the county's Hazard Ignition Zone inspectors
 - Attended the FPO Standards Committee meeting. Six standards were updated and sent to the group for approval



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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- Virtually attended the Office of the State Fire Marshal's update regarding the changing of the Local Responsibility Area (LRA) fire hazard zones and the process. They hope to have the maps available for review within the next couple of months.
- Met with Chief Correira and Chief Nee to discuss more details of the shared service agreement.

Chief Report

- Represented the County Fire Chiefs Association on the request for proposals (RFP) Evaluation of the new public safety radio system. The group evaluated multiple RFPs and have recommended the preferred provider based on the evaluation process. The County will now negotiate the terms with the preferred provider in hopes of reaching an agreement.
- The District's workers compensation joint powers agreement (JPA) group has agreed to pursue a different provider for insurance. The preferred provider is CIRA, and this change will likely lead to a cost savings for all members of the JPA. During December, the JPA voted to move forward with CIRA. In addition, CIRA evaluated the Fire District's policies and culture, and have approved accepting the JPA providers.
- Scotts Valley hosted the December County Fire Chiefs Meeting at the Erba Lane Fire Station.
- The Board's Organization and Personnel Committee met with Staff on December 4 to discuss multiple items.
- Met with all shift and administrative personnel to brainstorm options for creating a safer environment at the Erba Lane Station. The group also discussed other contemporary District items like strategic planning, shared Paid Call Firefighting Academy, breathing support unit, shared fire marshal services, and participation in the reorganization/consolidation study with Santa Cruz City and Central Fire.
- Met with Central Fire Chief to discuss more of the details of the shared deputy fire marshal services agreement.

Scotts Valley Fire Protection District

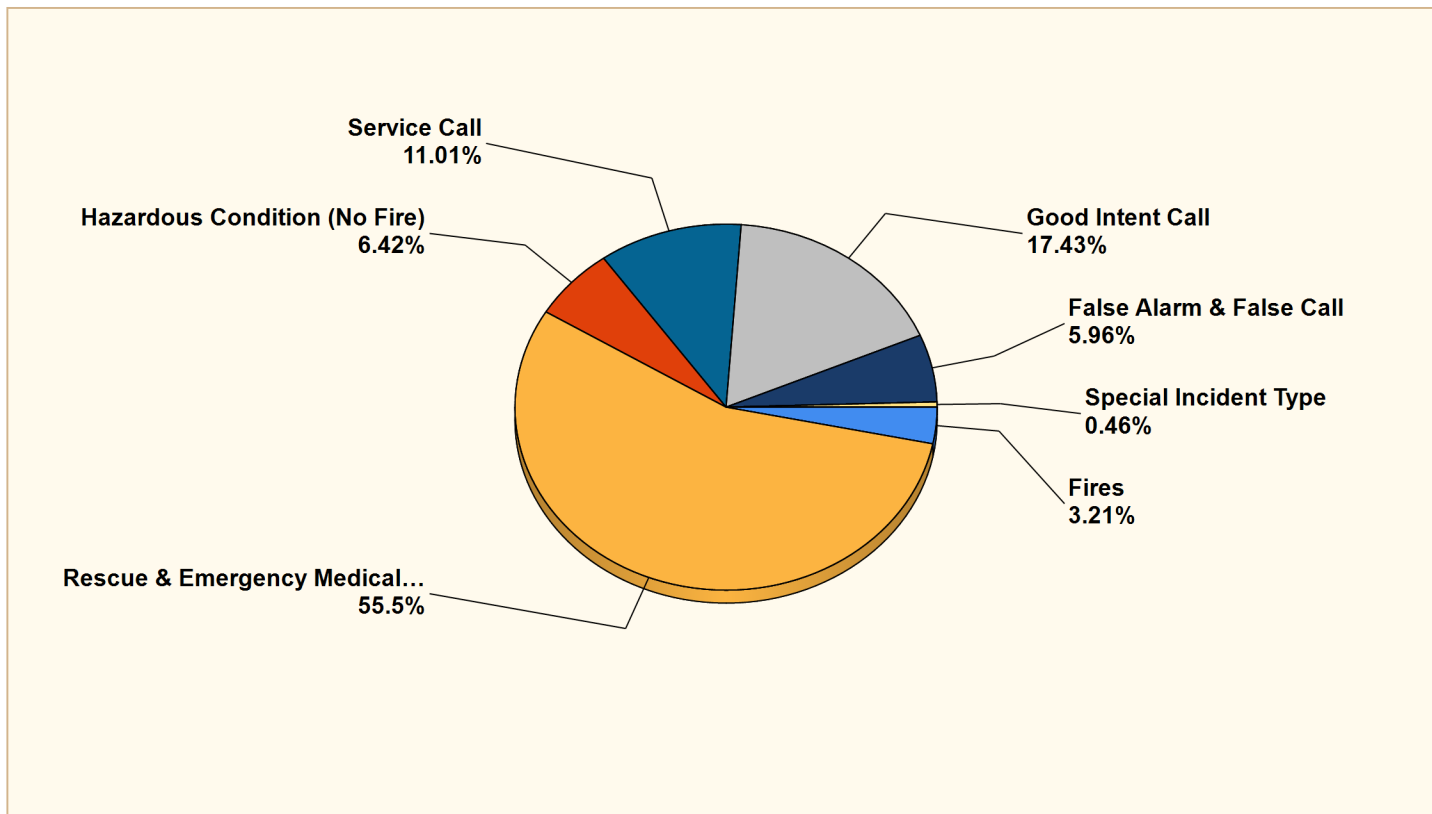
Scotts Valley, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 12/01/2024 | End Date: 12/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	3.21%
Rescue & Emergency Medical Service	121	55.5%
Hazardous Condition (No Fire)	14	6.42%
Service Call	24	11.01%
Good Intent Call	38	17.43%
False Alarm & False Call	13	5.96%
Special Incident Type	1	0.46%
TOTAL	218	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	0.92%
112 - Fires in structure other than in a building	1	0.46%
113 - Cooking fire, confined to container	1	0.46%
131 - Passenger vehicle fire	3	1.38%
311 - Medical assist, assist EMS crew	2	0.92%
320 - Emergency medical service, other	3	1.38%
321 - EMS call, excluding vehicle accident with injury	102	46.79%
322 - Motor vehicle accident with injuries	5	2.29%
324 - Motor vehicle accident with no injuries.	9	4.13%
400 - Hazardous condition, other	1	0.46%
412 - Gas leak (natural gas or LPG)	3	1.38%
424 - Carbon monoxide incident	2	0.92%
444 - Power line down	6	2.75%
445 - Arcing, shorted electrical equipment	1	0.46%
460 - Accident, potential accident, other	1	0.46%
550 - Public service assistance, other	1	0.46%
553 - Public service	15	6.88%
554 - Assist invalid	8	3.67%
611 - Dispatched & cancelled en route	33	15.14%
622 - No incident found on arrival at dispatch address	3	1.38%
651 - Smoke scare, odor of smoke	2	0.92%
700 - False alarm or false call, other	5	2.29%
715 - Local alarm system, malicious false alarm	1	0.46%
733 - Smoke detector activation due to malfunction	2	0.92%
735 - Alarm system sounded due to malfunction	1	0.46%
743 - Smoke detector activation, no fire - unintentional	4	1.83%
911 - Citizen complaint	1	0.46%
TOTAL INCIDENTS:	218	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Scotts Valley Fire Protection District

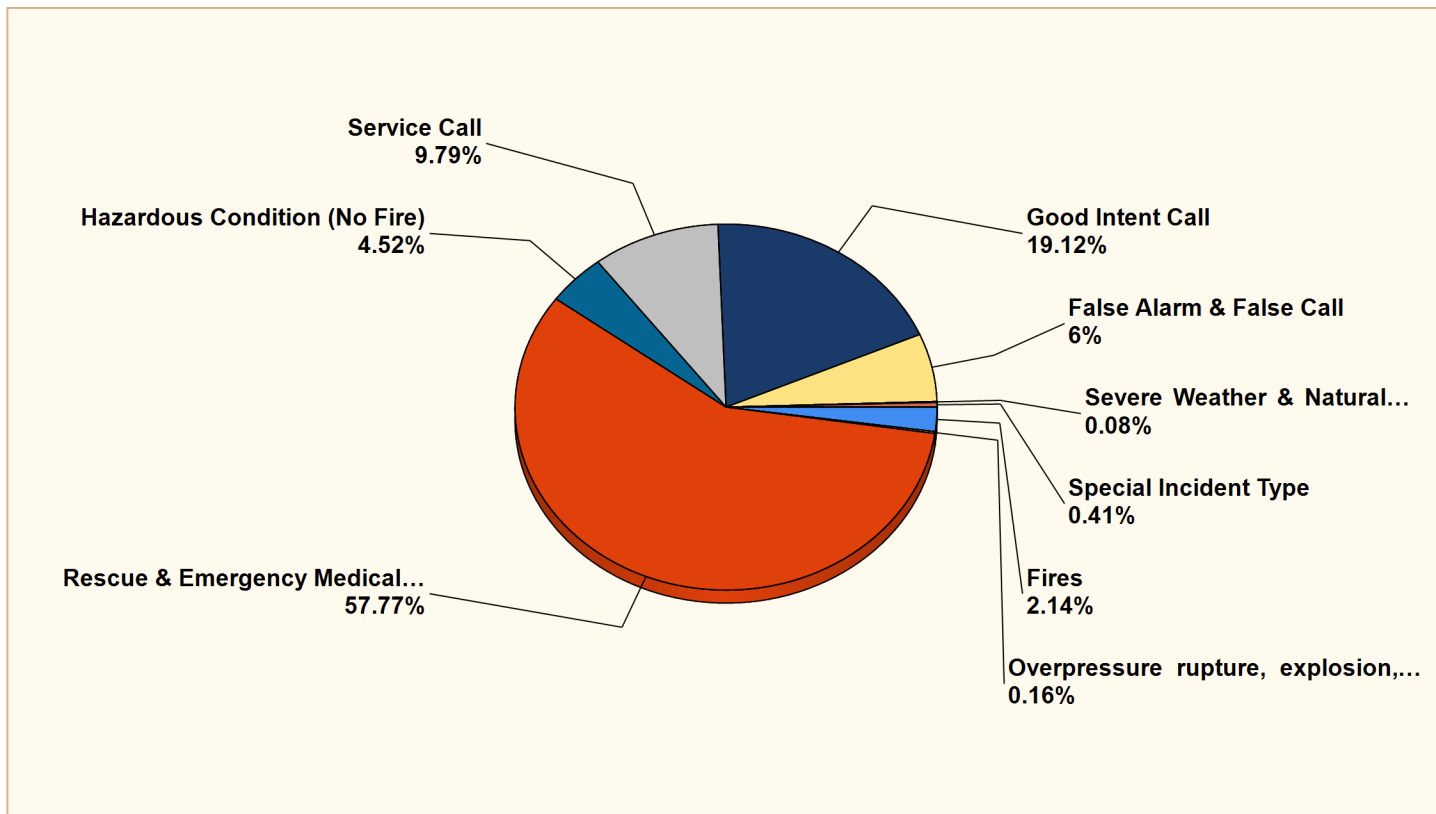
Scotts Valley, CA

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 12/31/2024



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	52	2.14%
Overpressure rupture, explosion, overheating - no fire	4	0.16%
Rescue & Emergency Medical Service	1405	57.77%
Hazardous Condition (No Fire)	110	4.52%
Service Call	238	9.79%
Good Intent Call	465	19.12%
False Alarm & False Call	146	6%
Severe Weather & Natural Disaster	2	0.08%
Special Incident Type	10	0.41%
TOTAL	2432	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
100 - Fire, other	2	0.08%
111 - Building fire	10	0.41%
112 - Fires in structure other than in a building	1	0.04%
113 - Cooking fire, confined to container	4	0.16%
114 - Chimney or flue fire, confined to chimney or flue	2	0.08%
122 - Fire in motor home, camper, recreational vehicle	1	0.04%
131 - Passenger vehicle fire	11	0.45%
132 - Road freight or transport vehicle fire	1	0.04%
137 - Camper or recreational vehicle (RV) fire	1	0.04%
140 - Natural vegetation fire, other	3	0.12%
141 - Forest, woods or wildland fire	11	0.45%
150 - Outside rubbish fire, other	1	0.04%
151 - Outside rubbish, trash or waste fire	2	0.08%
160 - Special outside fire, other	1	0.04%
162 - Outside equipment fire	1	0.04%
200 - Overpressure rupture, explosion, overheat other	3	0.12%
251 - Excessive heat, scorch burns with no ignition	1	0.04%
311 - Medical assist, assist EMS crew	14	0.58%
320 - Emergency medical service, other	24	0.99%
321 - EMS call, excluding vehicle accident with injury	1229	50.53%
322 - Motor vehicle accident with injuries	68	2.8%
324 - Motor vehicle accident with no injuries.	64	2.63%
350 - Extrication, rescue, other	1	0.04%
351 - Extrication of victim(s) from building/structure	1	0.04%
352 - Extrication of victim(s) from vehicle	2	0.08%
353 - Removal of victim(s) from stalled elevator	1	0.04%
356 - High-angle rescue	1	0.04%
400 - Hazardous condition, other	3	0.12%
412 - Gas leak (natural gas or LPG)	18	0.74%
413 - Oil or other combustible liquid spill	1	0.04%
420 - Toxic condition, other	1	0.04%
421 - Chemical hazard (no spill or leak)	1	0.04%
422 - Chemical spill or leak	2	0.08%
424 - Carbon monoxide incident	8	0.33%
440 - Electrical wiring/equipment problem, other	9	0.37%
442 - Overheated motor	3	0.12%
444 - Power line down	58	2.38%
445 - Arcing, shorted electrical equipment	2	0.08%
460 - Accident, potential accident, other	1	0.04%
461 - Building or structure weakened or collapsed	1	0.04%
463 - Vehicle accident, general cleanup	1	0.04%
480 - Attempted burning, illegal action, other	1	0.04%
500 - Service Call, other	4	0.16%
510 - Person in distress, other	2	0.08%
511 - Lock-out	1	0.04%
531 - Smoke or odor removal	1	0.04%
550 - Public service assistance, other	16	0.66%
551 - Assist police or other governmental agency	6	0.25%
552 - Police matter	3	0.12%
553 - Public service	121	4.98%
554 - Assist invalid	82	3.37%
561 - Unauthorized burning	2	0.08%
600 - Good intent call, other	12	0.49%
611 - Dispatched & cancelled en route	325	13.36%
621 - Wrong location	2	0.08%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
622 - No incident found on arrival at dispatch address	53	2.18%
631 - Authorized controlled burning	4	0.16%
632 - Prescribed fire	1	0.04%
650 - Steam, other gas mistaken for smoke, other	5	0.21%
651 - Smoke scare, odor of smoke	53	2.18%
652 - Steam, vapor, fog or dust thought to be smoke	2	0.08%
653 - Smoke from barbecue, tar kettle	8	0.33%
700 - False alarm or false call, other	32	1.32%
710 - Malicious, mischievous false call, other	2	0.08%
711 - Municipal alarm system, malicious false alarm	3	0.12%
712 - Direct tie to FD, malicious false alarm	1	0.04%
714 - Central station, malicious false alarm	2	0.08%
715 - Local alarm system, malicious false alarm	3	0.12%
730 - System malfunction, other	2	0.08%
733 - Smoke detector activation due to malfunction	28	1.15%
734 - Heat detector activation due to malfunction	1	0.04%
735 - Alarm system sounded due to malfunction	10	0.41%
736 - CO detector activation due to malfunction	12	0.49%
740 - Unintentional transmission of alarm, other	6	0.25%
741 - Sprinkler activation, no fire - unintentional	2	0.08%
742 - Extinguishing system activation	1	0.04%
743 - Smoke detector activation, no fire - unintentional	21	0.86%
744 - Detector activation, no fire - unintentional	5	0.21%
745 - Alarm system activation, no fire - unintentional	12	0.49%
746 - Carbon monoxide detector activation, no CO	3	0.12%
813 - Wind storm, tornado/hurricane assessment	2	0.08%
900 - Special type of incident, other	8	0.33%
911 - Citizen complaint	2	0.08%
TOTAL INCIDENTS:	2432	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Scotts Valley Fire Protection District

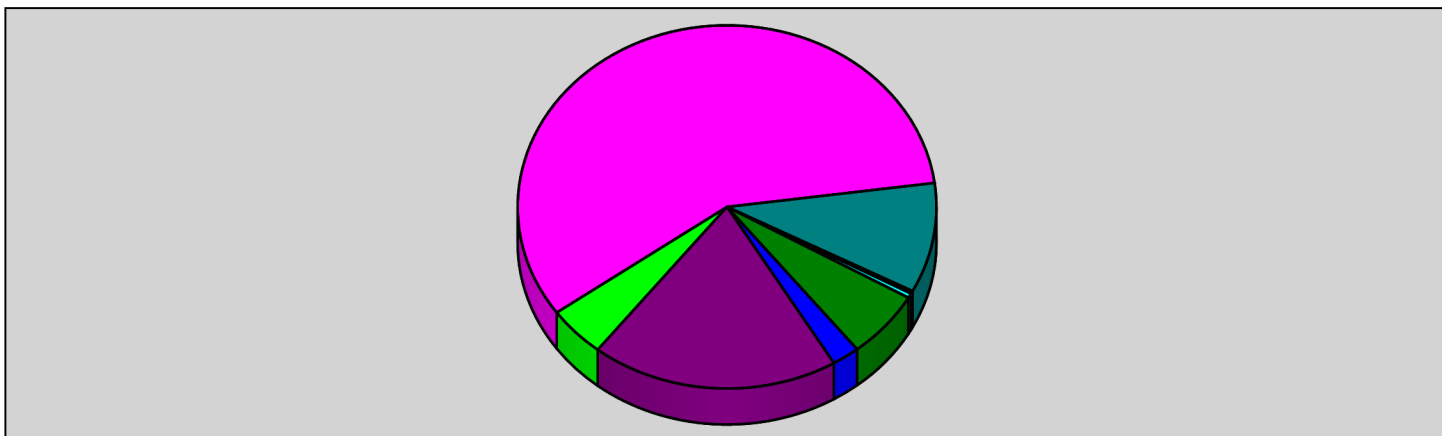
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Major Incident Types by Month for Date Range

Start Date: 01/01/2024 | End Date: 12/31/2024



■ False Alarm & False Call	■ Service Call
■ Fire	■ Severe Weather & Natural Disaster
■ Good Intent Call	■ Overpressure Rupture, Explosion, Overheat(no fire)
■ Hazardous Condition (No Fire)	■ Special Incident Type
■ Rescue & Emergency Medical	
■ Service Incident	

INCIDENT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG
False Alarm & False Call	13	11	7	10	13	8	7	26
Fire	1	2		3	3	3	6	5
Good Intent Call	34	44	45	39	26	35	36	44
Hazardous Condition (No Fire)	11	33	13	3	7	4	6	4
Overpressure Rupture, Explosion, Overheat(no fire)				1	2		1	
Rescue & Emergency Medical Service Incident	126	124	135	112	132	108	128	120
Service Call	35	27	16	24	19	15	20	14
Severe Weather & Natural Disaster		2						
Special Incident Type				1		4	4	
Total	220	243	216	193	202	177	208	213

Only REVIEWED incidents included



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Doc Id: 495

Page # 1 of 2

INCIDENT TYPE	SEP	OCT	NOV	DEC	TOTAL
False Alarm & False Call	12	17	9	13	146
Fire	6	10	6	7	52
Good Intent Call	38	51	35	38	465
Hazardous Condition (No Fire)	4	7	4	14	110
Overpressure Rupture, Explosion, Overheat(no fire)					4
Rescue & Emergency Medical Service Incident	110	105	84	121	1405
Service Call	10	17	17	24	238
Severe Weather & Natural Disaster					2
Special Incident Type				1	10
Total	180	207	155	218	2432

Only REVIEWED incidents included



Scotts Valley Fire Protection District

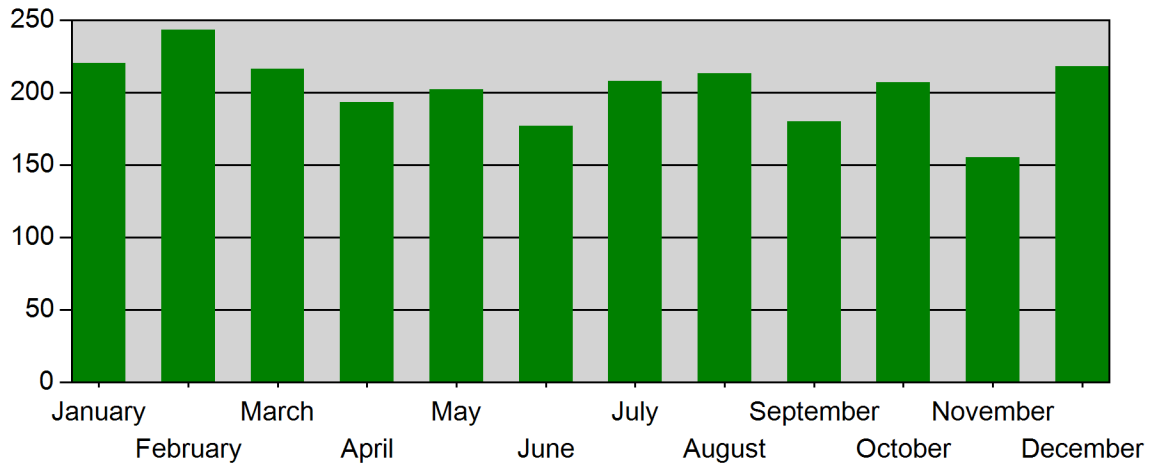
Scotts Valley, CA

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Incidents by Month for Month Range

Start Month: January | End Month: December | Year: 2024



MONTH	INCIDENTS
January	220
February	243
March	216
April	193
May	202
June	177
July	208
August	213
September	180
October	207
November	155
December	218

Only REVIEWED incidents included





Scotts Valley Firefighters

Post Office Box 66871

Scotts Valley, California

95067

January 8th, 2025

Scotts Valley Fire Protection District Board of Directors
7 Erba Lane
Scotts Valley CA, 95066

Subject: Opening of Negotiations

Discussion: Scotts Valley Firefighters Local 3577 presents this document as a “Notice of Desire to Negotiate” the Memorandum of Understanding between the Scotts Valley Firefighters and the Scotts Valley Fire Protection District. Local 3577 has established a negotiation team consisting of the members below.

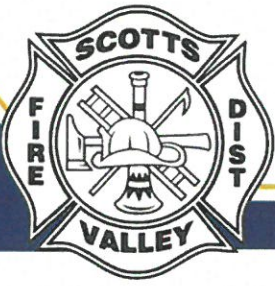
Lead Negotiator/Chairman: Andrew Sundermier
Negotiator/Secretary: Neil Cahir

With the contract expiring at the end of 2024/2025 fiscal year, we would like to request a meeting to establish ground rules and to exchange the Local’s proposals for negotiations. I propose that our respective committees schedule a meeting on a date between January 21st – February 1st, 2025. Please contact me directly to schedule a date and time, or to provide an alternate suggestion.

Respectfully,

A handwritten signature in black ink, appearing to read 'Andrew Sundermier', written over a horizontal line.

Andrew Sundermier
awsundermier@gmail.com
805-215-6699



SCOTTS VALLEY FIRE PROTECTION DISTRICT

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

December 19, 2024

Scotts Valley Fire Board of Directors

7 Erba Lane

Scotts Valley, CA 95066

Board of Directors,

We, the Confidential Employees Group of the Scotts Valley Fire Protection District, request opening the Memorandum of Understanding between the Scotts Valley Fire Confidential Employees Group and Scotts Valley Fire Protection District for contract negotiations. Please contact us to schedule a date and time for an initial meeting.

Sincerely,

A handwritten signature in blue ink that reads "Alyssa Rodriguez".

Alyssa Rodriguez

Administrative Services Manager

A handwritten signature in blue ink that reads "Megan Bridges".

Megan Bridges

Administrative Accounting Specialist

A handwritten signature in blue ink that reads "Michelle Jackson".

Michelle Jackson

Administrative Accounting Specialist