

**COASTSIDE FIRE PROTECTION DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS**

**January 26, 2011**

**LOCATION:  
1191 Main Street  
Half Moon Bay, CA 94019**

**ACTION MINUTES**

**OPEN SESSION**

President Gregg Hosfeldt called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:33 p.m.

**PRESENT AT ROLL CALL**

Directors Present: Secretary Doug Mackintosh, Director Ginny McShane, Director Gary Burke, Director Gary Riddell, Director Mike Alifano, and President Gregg Hosfeldt.  
Staff: Division Fire Chief Paul Cole.  
Cal Fire: Fire Chief John Ferreira.  
Legal Counsel: Attorney Jean Savaree.  
Admin. Secretary: Jean Headley.

**ABSENT AT ROLL CALL**

Secretary John Draper was absent.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

Vince Williams of Moss Beach spoke regarding the TriData audit issue.

**CONSENT CALENDAR**

- A. Approval of Minutes of December 8, 2010 Special Board Meeting
- B. Approval of Minutes of December 29, 2010 Special Board Meeting
- C. Approval of Vendor Checks #13030-13114 in the amount of \$1,264,421.36, dated December 1 to December 31, 2010
- D. Approval of Payroll Checks #20293-20307 in the amount of \$1,449.90, dated December 1 to December 31, 2010

Direct Deposit of Federal, State & Hospital Tax in the amount of \$240.20, dated December 1 to December 30, 2010

ON MOTION by Director Burke, seconded by Director McShane, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 6-0.

## **CONTINUING BUSINESS**

### **A. Staff Update on CalPERS ER 1979 Safety Plan Unfunded Liability**

Division Chief Paul Cole asked Attorney Jean Savaree to discuss the timelines and deliverables that Staff is expecting to receive from CalPERS.

Attorney Savaree stated that CalPERS provided a Schedule of Agency Actions and that CalPERS has already missed some of the dates on the schedule. Attorney Savaree indicated that she is regularly calling her contact at CalPERS to keep things moving. Board discussion occurred.

Board direction to Attorney Savaree was to convey the Board's displeasure at CalPERS' missed dates and perhaps Staff should schedule a personal visit to CalPERS.

### **B. Cal Fire Contract Negotiations – Negotiation Session with Cal Fire Regarding “Exhibit E” of the Cooperative Fire Programs Fire Protection Reimbursement Agreement**

Cal Fire Chief John Ferreira introduced this item and expressed his hope to have Exhibit E finalized for approval at the February Board meeting and to get a signed contract by June 30, 2011.

Division Chief Paul Cole spoke regarding the Fire Marshal duties and adding back in the Fire Captain position after July 1, 2011, to be partially shared with another agency. Board discussion occurred regarding the possibility of this occurring before July 1, 2011.

Direction to Staff was to increase the Fire Captain's time in the District to 50% instead of only four hours per week.

Cal Fire Chief John Ferreira discussed the weed abatement program and the possibility of hiring four seasonal firefighters to conduct the inspections. Board discussion occurred. Direction to Staff was to annually hire four seasonal firefighters for the wildland clearance inspections.

Additional discussion occurred between the Board and Staff regarding some of the language in Exhibit E as well as reported chute times.

## **NEW BUSINESS**

A. Review and Consider Lock Box Contract Terms for the Cabrillo Unified School District

Division Chief Paul Cole summarized the Staff Report. Board discussion occurred.

Direction to Staff was for Chief Cole to contact the Cabrillo Unified School District to discuss this issue and bring this back to the February Board meeting.

## **BOARD OF DIRECTORS AND CHIEFS' REPORTS**

A. Finance Committee Report

Secretary Mackintosh and Director Burke discussed the Finance Committee's meeting with Mr. Moy, the consultant from TriData.

Division Chief Paul Cole and Cal Fire Chief John Ferreira discussed the financial spreadsheets.

B. Volunteer Liaison Report

President Hosfeldt reported the volunteers have completed CPR training, assisted in the recent cliff rescue, and that six new volunteers are scheduled to begin the academy in February.

Division Chief Paul Cole reported on the acquisition of uniforms for the volunteers attending the academy and briefly discussed the other academy participants.

C. Land and Structures Committee Report

Division Chief Paul Cole said he has located a company that is willing to come in and complete a facilities assessment and produce a report for the Board.

Direction to Staff was to bring this before the Board at the February meeting for approval of the contract for the facilities assessment.

D. Vegetation Management Committee Report

Director McShane indicated that she and Cal Fire Chief John Ferreira need to meet. Some Board discussion occurred.

E. California Independent Special Districts Association (San Mateo Co. Chapter)

No report.

F. ALS/JPA

Secretary Mackintosh reported that the ALS/JPA met on January 16<sup>th</sup>. Items discussed included a review of the budget plan.

Division Chief Paul Cole reported that the JPA offices have moved to the AMR facility on Rollins Road.

G. Water Supply Assessment Committee Report

No report.

H. Fire Protection Staffing/Management Committee Report

No report. This ad hoc committee will be removed from the agenda.

I. Attorney's Report

No report.

J. Fire Chief's Report

Cal Fire Chief John Ferreira discussed the Incident Report. He discussed the cliff rescue behind the Ritz Carlton, the surf rescue at Maverick's, and a suicide by carbon monoxide.

Chief Ferreira reminded the Board regarding the annual Lions Club dinner to honor police and firefighters to be held at the Crown Plaza Hotel in Foster City on April 1, 2011. A Coastside Fire Protection District employee has been nominated for an award. Recognition of this employee will be on the March 2011 Board agenda.

Chief Ferreira discussed a reference to "realignment" in the Governor's budget and how it affects Cal Fire.

Chief Ferreira updated the Board on the status of the Annual Report. The issue of Board member pictures in the report was discussed.

Division Chief Paul Cole updated the Board on the District's involvement in the Devil's Slide Tunnel Project.

Chief Cole reported that he has a conference call on January 27, 2011 with TriData regarding data collection for incidents, and he asked the Board if there is an additional data they would like to see on the Incident Report. Board discussion occurred.

Director McShane praised Battalion Chief Ari Delay for his excellent coordination of the District's business with the Sheriff's Office, Parks Department and Harbor District.

Chief Cole discussed the possibility of the District partnering with the City of Half Moon Bay and/or the Sheriff's Department in connection with an EOC operation.

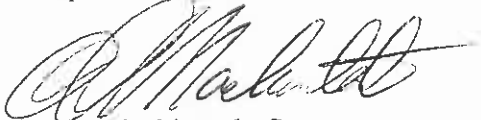
### **CORRESPONDENCE**

Chief Cole discussed the correspondence items in the Board packet.

### **ADJOURNMENT**

ON MOTION by President Hosfeldt, seconded by Director McShane, President Hosfeldt adjourned the meeting at 9:33 p.m.

Respectfully submitted,



Doug Mackintosh, Secretary  
Coastside Fire Protection District

Note: Audio and video tapes of meetings are available for inspection during regular business hours.

**BOARD ACTION TAKEN AND DIRECTION TO STAFF**

ON MOTION by Director Burke, seconded by Director McShane, the Board voted unanimously to approve the Consent Calendar as submitted. Motion passed 6-0.

Board direction to Attorney Savaree was to convey the Board's displeasure at CalPERS' missed dates and perhaps Staff should schedule a personal visit to CalPERS.

Direction to Staff was to increase the Fire Captain's time in the District to 50% instead of only four hours per week.

Direction to Staff was to annually hire four seasonal firefighters for the wildland clearance inspections.

Direction to Staff was for Chief Cole to contact the Cabrillo Unified School District to discuss the lock box issue and bring this item back to the February Board meeting.

Division Chief Paul Cole said he has located a company that is willing to come in and complete a facilities assessment and produce a report for the Board.

Direction to Staff was to bring a contract for a facilities assessment report before the Board at the February meeting for approval.

Staff is to remove the Fire Protection Staffing/Management Committee Report from the agenda.

ON MOTION by President Hosfeldt, seconded by Director McShane, President Hosfeldt adjourned the meeting at 9:33 p.m.