

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

August 25, 2010

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

ACTION MINUTES

OPEN SESSION

President Chris Cilia called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m.

PRESENT AT ROLL CALL

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

PLEDGE OF ALLEGIANCE

The agenda was revised to move up Item 7A to be next on the agenda.

NEW BUSINESS

A. Meeting with Michele Braucht, Director of Administrative Services for the Menlo Park Fire District, to Discuss Shared Financial Services

President Cilia introduced Michele Braucht and Menlo Park Fire Protection District Fire Chief Harold Schapelhouman.

Division Chief Paul Cole welcomed Michele Braucht and Harold Schapelhouman and provided comments to the Board.

Vince Williams of Moss Beach spoke on this issue.

Michele Braucht briefly discussed her background and provided information regarding the Coastside Fire Protection District sharing financial services with the Menlo Park Fire Protection District.

Chief Harold Schapelhouman discussed the benefits of being a special district and the sharing of financial services.

Extensive discussion occurred between the Board, Staff, Ms. Braucht, and Chief Schapelhouman.

Menlo Park's next meeting regarding sharing of financial services and also regarding CalPERS is scheduled for September 7, 2010 at 8:00 p.m., and Chief Paul Cole will attend that meeting.

Direction was given to Staff to prepare two separate contracts: one for audit services and one for long-term services, the exact numbers to be placed following Chief Cole's meeting with Menlo Park's Fire Chief, and for the contracts to be brought back to the next Board meeting.

PUBLIC COMMENT

Vince Williams of Moss Beach spoke regarding Local 2400's website, the previous Board, the current Board, the Fire Protection Staffing/Management Committee, and the Cal Fire contract.

Lane Lees spoke regarding the Cal Fire contract and the District's healthcare system.

J. B. Cockrell spoke regarding Local 2400 and the CFPD current and previous Boards.

CONSENT CALENDAR

- A. Approval of Minutes of July 12, 2010 Special Board Meeting
- B. Approval of Minutes of July 28, 2010 Regular Board Meeting
- C. Approval of Vendor Checks #12708 - #12761 in the amount of \$71,176.00, dated July 1 to July 31, 2010
- D. Approval of Payroll Checks #20239 - #20254 in the amount of \$2,369.23, dated July 1 to July 31, 2010
- E. Direct Deposit of Federal, State and Hospital Tax in the amount of \$587.28, dated July 1 to July 31, 2010.

Secretary Draper removed from the Consent Calendar Item A, the Minutes of the July 12, 2010 Special Board Meeting.

Director Mackintosh removed from the Consent Calendar Item B, the Minutes of the July 28, 2010 Regular Board Meeting.

ON MOTION by Director Hosfeldt, seconded by Director Draper, the Board unanimously approved Items C, D, and E of the Consent Calendar as submitted. Motion passed 7-0.

Regarding Item A of the Consent Calendar, the Minutes of the July 12, 2010 Special Board Meeting, Directors Draper and Burke stated they were not in attendance at that meeting.

ON MOTION by Director Mackintosh, seconded by Director Hosfeldt, the Board approved Item A of the Consent Calendar as submitted. Motion passed 5-0-2, with Directors Draper and Burke abstaining.

Regarding the Minutes of the July 28, 2010 Regular Board Meeting, Directors Mackintosh, Hosfeldt and Riddell indicated they were absent from that meeting.

ON MOTION by Director McShane, seconded by President Cilia, the Board approved Item B of the Consent Calendar as submitted. Motion passed 4-0-3, with Directors Mackintosh, Hosfeldt and Riddell abstaining.

CONTINUING BUSINESS

A. Staff update on CalPERS ER 1979 Safety Plan Unfunded Liability

Chief Cole reported that at the Board's direction, a letter was sent to CalPERS, and CalPERS will respond in writing as opposed to e-mail.

Vince Williams of Moss Beach spoke on this issue.

NEW BUSINESS

B. Adopt Resolution No. 2010-16 – A Resolution Adopting a Conflict of Interest Code for the Coastside Fire Protection District

Chief Cole introduced the Resolution and recommended adoption of the Resolution as presented.

ON MOTION by Director Burke, seconded by Director Draper, by the following Roll Call vote, the Board unanimously adopted Resolution No. 2010-16 – A Resolution Adopting a Conflict of Interest Code for the Coastside Fire Protection District:

Director Riddell	Yes
Director Mackintosh	Yes
Director McShane	Yes
Vice President Hosfeldt	Yes
Secretary Draper	Yes
Director Burke	Yes
President Cilia	Yes

Motion passed 7-0.

C. Fire Chief's Report

Director Riddell discussed some items he would like to see as part of the Fire Chief's report. Board discussion occurred.

Vince Williams of Moss Beach spoke on this subject.

At 9:03 p.m., Director MCS Shane left the Board meeting because she was not feeling well.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

Director Mackintosh reported the District finished out last fiscal year very well.

Chief Cole discussed the Finance Committee and Staff's recommendations for distribution of the budgeted Fund Balance.

ON MOTION by Director Mackintosh, seconded by Director Burke, the Board voted unanimously that from the 2010 Coastside Fire Protection District Fund Balance, \$1,661,786 be used to pay the remainder of the indebtedness of the Cal PERS Side Fund for safety employees, and take whatever amount is necessary from the approximately \$112,000 Cal Fire reconciliation to pay for the Side Fund obligation for miscellaneous employees, and that \$354,848 plus whatever remains of the Cal Fire reconciliation amount be applied to the State Promissory Note, and that Staff provide the Board with a report at the next regular Board meeting that specifies exactly how much money was distributed to each payment. Motion passed 6-0.

B. Volunteer Liaison Report

Vice President Hosfeldt reported they are working toward getting new driver-operators for the volunteers, some are completing requirements for Firefighter I, and Chief Cole has completed interviews for volunteer candidates. Chief Cole reported there are some very good candidates. Mr. Hosfeldt said the volunteers have been doing some standard fire evolution drills. He stated Roger Pimental has been selected as Chief of the volunteers and will liaison with the Board.

C. Land and Structures Committee Report

Chief Cole stated that the carpet and tile have arrived and will be installed in both stations, and work on the windows at Station 44 will follow.

D. Vegetation Management Committee Report

No report.

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

No report.

F. ALS/JPA

President Cilia stated the September meeting has been canceled and the next meeting will probably be in November.

G. Water Supply Assessment Committee Report

No report.

H. Fire Protection Staffing/Management Committee Report

President Cilia said the Committee is waiting to see how the contract negotiations go.

Vince Williams spoke on this subject.

I. Attorney's Report

No report.

The Board took a brief recess at 9:17 p.m. and reconvened at 9:22 p.m.

J. Fire Chief's Report

Cal Fire Chief John Ferreira reported on his attendance on Tuesday at a Local Government Committee meeting in Sacramento.

Chief Ferreira discussed the State's review of Riverside County's administrative fee.

Chief Ferreira discussed an upcoming meeting on September 14th or 15th between the Local Government Committee, the Department of Finance, and the Department of Forestry.

The continuation of the Special Board Meeting regarding negotiation of Cal Fire Exhibit E will take place at 6:30 p.m. on September 8, 2010.

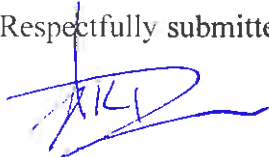
CORRESPONDENCE

Division Chief Paul Cole referred to the letter to CalPERS, general information regarding PARS, and the Exception Report.

ADJOURNMENT

ON MOTION by Director Mackintosh, seconded by Secretary Draper, President Cilia adjourned the meeting at 9:30 p.m.

Respectfully submitted,



John Draper, 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

Direction was given to Staff to prepare two separate contracts: one for audit services and one for long-term services, the exact numbers to be placed following Chief Cole's meeting with Menlo Park's Fire Chief, and for the contracts to be brought back to the next Board meeting.

ON MOTION by Director Hosfeldt, seconded by Director Draper, the Board unanimously approved Items C, D, and E of the Consent Calendar as submitted. Motion passed 7-0.

ON MOTION by Director Mackintosh, seconded by Director Hosfeldt, the Board approved Item A of the Consent Calendar as submitted. Motion passed 5-0-2, with Directors Draper and Burke abstaining.

ON MOTION by Director McShane, seconded by President Cilia, the Board approved Item B of the Consent Calendar as submitted. Motion passed 4-0-3, with Directors Mackintosh, Hosfeldt and Riddell abstaining.

ON MOTION by Director Burke, seconded by Director Draper, by Roll Call vote, the Board unanimously adopted Resolution No. 2010-16 – A Resolution Adopting a Conflict of Interest Code for the Coastside Fire Protection District. Motion passed 7-0.

ON MOTION by Director Mackintosh, seconded by Director Burke, the Board voted unanimously that from the Side Fund Balance, \$1,661,786 be used to pay the remainder of the indebtedness of the Cal PERS Side Fund for safety employees, and take whatever amount is necessary from the approximately \$112,000 Cal Fire reconciliation to pay for the Side Fund obligation for miscellaneous employees, and that \$354,848 plus whatever remains of the Cal Fire reconciliation amount be applied to the State Promissory Note, and that Staff provide the Board with a report at the next regular Board meeting that specifies exactly how much money was distributed to each payment. Motion passed 6-0.