

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

October 18, 2012

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

ACTION MINUTES

1. OPEN SESSION

President Mackintosh called to order the special meeting of the Board of Directors of the Coastside Fire Protection District at 6:36 p.m. This special Board meeting is being held to receive a report from District Consultants and continue discussions of a standalone department.

2. PRESENT AT ROLL CALL

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

Director Gary Riddell recused himself from this portion of the meeting.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

President Mackintosh announced that public comment would be limited to three minutes per speaker.

The Board received public comment from members of the audience.

The Board adjourned to Closed Session at 6:48 p.m.

5. MOVE TO CLOSED SESSION

A. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to Subdivision (b) of Section 54956.9: One Case.

6. REPORT FROM CLOSED SESSION

Attorney Jean Savaree reported direction was given and no action was taken.

7. RECONVENE OPEN SESSION

The Board reconvened from Closed Session at 7:35 p.m.

Director Gary Riddell was now in attendance as well as District Consultants Susan George, Dan Belville, and Attorney Rick Bolanos.

8. NEW BUSINESS

A. Report on Status of Establishment of a Standalone Fire Department, Request for Board Approval of Job Descriptions, Revised Financial Forecasts, and Implementation Timeline; and Provision by Board of Direction to Staff to Proceed with Needed Implementation Actions

1. Background of Current Project Efforts and Assumptions
2. Summary of Recent Discussions with CalFIRE Regarding Transition Efforts
3. Review and Approval of Implementation Timeline
4. Presentation of Revised Financial Forecasts
5. Review and Approval of Draft Job Descriptions
6. Discussion and Review of Proposed Recruitment Process and Provision of Authority to Enter into an Agreement with FIREHIRE LLC for Fire Service Recruitment Services and to Proceed with the Recruitment Effort
7. Status of Establishment of a Second Tier in the District's Contract with CalPERS (2% @ 50 for Safety Members)
8. Review of Potential Modifications to the Salaries and Benefits Resolution Adopted by the Board on July 3, 2012 and Provision of Direction to the Staff to Proceed with Needed Analysis and Research in Support of the Potential Modifications

Attorney Savaree introduced District Consultants Susan George and Dan Belville who will present the report, converse with the Board, and then the Board will receive public comment.

District Consultant Dan Belville began the PowerPoint presentation with the portion regarding discussions with Cal Fire and a refined timeline. District Consultant Susan George presented the portion relating to revised financial forecasting, the 2nd tier and CalPERS contract, and job descriptions and the recruitment process. Attorney Rick Bolanos discussed the portion of the presentation relating to salaries and benefits.

Each consultant discussed the slides in detail, responding to questions and comments from the Board and the audience throughout the presentation.

Mr. Belville requested Board approval of the four job descriptions and the agreement with FIREHIRE in order to commence the recruitment process.

Ms. George explained to the Board that due to new Pension Reform Legislation, any changes to CalPERS must be completed by December 31, 2012.

At the conclusion of the PowerPoint presentation, President Mackintosh opened the public comment section. The Board heard comments from several members of the audience.

Following public comments, each Board member provided extensive comments.

The Board took a brief recess at 9:08 p.m. when Secretary McShane left the meeting due to illness. The meeting came back into session at 9:10 p.m.

Mr. Belville and Ms. George responded to questions and comments from President Mackintosh and also responded to some of the previous comments from the audience.

Attorney Savaree asked the Board to take action on the following three items:

ON MOTION by Director Riddell, seconded by Vice President Alifano, the Board voted to approve the implementation timeline. Motion passed 3-1, with Director Burke the dissenting vote.

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to approve the job descriptions. Motion passed 3-0-1, with Secretary McShane being absent and Director Burke abstaining.

ON MOTION by Director Riddell, seconded by Vice President Alifano, by the following Roll Call Vote, the Board voted to enter into an agreement with FIREHIRE for fire recruitment services and to proceed with the recruitment effort:

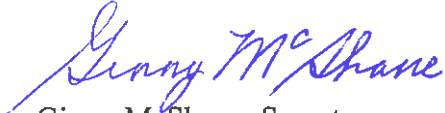
| | |
|------------------------|-----|
| Director Burke | No |
| Vice President Alifano | Yes |
| Director Burke | Yes |
| President Mackintosh | Yes |

Motion passed 3-1.

ADJOURNMENT

President Mackintosh declared the meeting adjourned at 9:28 p.m.

Respectfully submitted,



Ginny McShane, 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

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ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to approve the job descriptions. Motion passed 3-0-1, with Secretary McShane being absent and Director Burke abstaining.

ON MOTION by Director Riddell, seconded by Vice President Alifano, by Roll Call Vote, the Board voted to enter into an agreement with FIREHIRE for fire recruitment services and to proceed with the recruitment effort. Motion passed 3-1, with Director Burke the dissenting vote.