

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

August 23, 2017

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

ACTION MINUTES

1. OPEN SESSION

President Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 6:00 p.m.

2. ROLL CALL

Directors Present: Secretary Ginny McShane, Director Steve Stockman,
Director Bruce MacKimmie, Vice President Cockrell, and
President Gary Burke.
Cal Fire: Chief Ian Larkin.
Staff: Assistant Chief Paul Cole.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

None.

5. CONSENT CALENDAR

- A. Approval of minutes of July 26, 2017 Regular Board Meeting.
- B. Approval of revised minutes of June 28, 2017 Regular Board Meeting.
- C. Approval of Vendor Checks #18542-18591 in the amount of \$934,323.66, dated July 1 to July 31, 2017.
- D. Approval of Payroll Checks #20955-20959 in the amount of \$569.87, dated July 1 to July 31, 2017.
- E. Direct Deposit of Federal, State & Hospital Taxes I the amount of \$102.93, dated July 1 to July 31, 2017.
- F. Adopt Resolution No. 2017-33, Resolution Rejecting the Claim of Ioannis Kanellakopoulos.

Item F was removed from the Consent Calendar for discussion.

ON MOTION by Secretary McShane, seconded by Director Kimmie, the Board voted to approve Items A, B, C, D and F of the Consent Calendar as submitted. Motion passed 4-0-1, with Director MacKimmie recusing himself from the vote on Item 5C.

F. Adopt Resolution No. 2017-33, Resolution Rejecting the Claim of Ioannis Kanellakopoulos

Attorney Savaree introduced the Resolution and explained the issue to the Board. She indicated that the insurance company recommended denial of the Claim, and she recommended adoption of the Resolution.

The Claimant spoke to the Board about the incident that gave rise to the Claim.

ON MOTION by Vice President Cockrell, seconded by Secretary McShane, by the following Roll Call Vote, the Board voted to adopt Resolution No. 2017-33, Resolution Rejecting the Claim of Ioannis Kanellakopoulos:

Secretary McShane	Aye
Director Stockman	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

6. NEW BUSINESS

A. Review and Approve CALFIRE Contract FY1718 Fiscal Sheet

Assistant Chief Cole summarized the Staff Report and recommended that the Board approve the CalFire Contract Fiscal Year 2017/18 Fiscal Sheet.

CalFire Chief Larkin provided comments regarding the Administrative Office II position.

President Burke and Secretary McShane provided comments and discussion occurred between the Board and Chief Larkin.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board unanimously approved the CalFire Schedule A 2017/2018 Fiscal Sheet:

Secretary McShane	Aye
Director Stockman	Aye

Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

Director MacKimmie recused himself from the next three items on the agenda and left the room.

President Burke explained the purpose of the following three Resolutions.

- B. Adopt Resolution No. 2017-30, Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Represented Safety)

ON MOTION by President Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board adopted Resolution No. 2017-30, Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Represented Safety):

Secretary McShane	Aye
Director Stockman	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0-1, with Director MacKimmie recusing himself.

- C. Adopt Resolution No. 2017-31, Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Non-Represented Safety)

ON MOTION by President Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board adopted Resolution No. 2017-31, Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Non-Represented Safety):

Secretary McShane	Aye
Director Stockman	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0-1, with Director MacKimmie recusing himself.

- D. Adopt Resolution No. 2017-32 Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Misc.)

ON MOTION by President Burke, seconded by Secretary McShane, by the following Roll Call Vote, the Board adopted Resolution No. 2017-30, Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Misc.):

Secretary McShane	Aye
Director Stockman	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0-1, with Director MacKimmie recusing himself.

Director MacKimmie returned to the meeting.

- E. Fire Station Flag Protocol

Director MacKimmie discussed this issue and stated he would like to have a written protocol on flag etiquette.

Board discussion occurred.

Direction was given to Staff to add an amendment to the contract to add lights to all three flagpoles and report status at the next Board meeting.

7. **BOARD OF DIRECTORS AND CHIEFS' REPORTS**

- A. Finance Committee Report

President Burke indicated the Finance Committee did not meet, and he asked Secretary McShane if she had any comments.

Secretary McShane expressed interest in an upcoming conference near the end of September.

President Burke indicated the total operating expenses last year were \$7.6 million, which was several thousand dollars under budget. He commented that the revenue for the year was budgeted for \$10,647,000 and was actually \$10,654,000. Assistant Chief Cole was praised for his accuracy in forecasting.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

No report.

D. Special Districts Association (SMCO Chapter)

No report.

E. ALS/JPA

No report.

F. Emergency Preparedness

Director Stockman stated he will attend next month's CEAP meeting and will be advising the community on the progress of the transition with the CEC group, with recommendations for revisions to the Bylaws.

G. Attorney's Report

No report.

H. Fire Chief's Report

Assistant Chief Cole updated the Board on the plans for Station 41, and he discussed the potential plans for the C-1 lot.

Assistant Chief Cole updated the Board on the status of the new engine arrival and the Training Prop.

He referred to the July statistics and discussed the PARS statement.

Assistant Chief Cole extensively discussed the process of calls taken at the CAD station and how calls are referred to the various departments. He discussed the possibility of upgrading the system.

8. CORRESPONDENCE

A. Appreciation Letter to Supervisor Horsley

Assistant Chief Cole referred to the letter to Supervisor Horsley.

B. LAFCo Call for Nominations

Assistant Chief Cole referenced the LAFCo letter.

9. ADJOURNMENT

President Burke provided comments regarding Station 41, and then adjourned the meeting at 7:06 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

ON MOTION by Secretary McShane, seconded by Director Kimmie, the Board voted to approve Items A, B, C, D and F of the Consent Calendar as submitted. Motion passed 4-0-1, with Director MacKimmie recusing himself from the vote on Item 5C.

ON MOTION by Vice President Cockrell, seconded by Secretary McShane, by Roll Call Vote, the Board voted to adopt Resolution No. 2017-33, Resolution Rejecting the Claim of Ioannis Kanellakopoulos. Motion passed 5-0.

ON MOTION by Director MacKimmie, seconded by Vice President Cockrell, by Roll Call Vote, the Board unanimously approved the CalFire Schedule A Year 2017/2018 Fiscal Sheet. Motion passed 5-0.

ON MOTION by President Burke, seconded by Secretary McShane, by Roll Call Vote, the Board adopted Resolution No. 2017-30, Resolution Fixing the Employer's Contribution Under The Public Employees' Medical and Hospital Care Act (Cal PERS Health Ins – Represented Safety. Motion passed 4-0-1, with Director MacKimmie recusing himself.

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