

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

August 27, 2014

**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 6:10 p.m.

2. ROLL CALL

Directors Present: Vice President Ginny McShane, Director Harvey Rarback, Secretary J. B. Cockrell (via teleconference call from the Holiday Inn Express, Delano, CA), and President Gary Burke.
Cal Fire: Chief Scott Jalbert.
Staff: Assistant Chief Paul Cole.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

The Board heard public comments from a member of the audience.

5. PUBLIC COMMENT – LOCAL 2881

None.

President Burke reported that the Board met in Closed Session on July 23, 2014 and took no action. He also reported that the Board took no action at the Closed Session held immediately prior to tonight's meeting on August 27, 2014.

6. CONSENT CALENDAR

- A Approval of minutes of July 23, 2014 Regular Board Meeting
- B. Approval of Vendor Checks #16069-16142 in the amount of \$89,676.30, dated July 1 to July 31, 2014

- C. Approval of Payroll Checks #20685-20699 in the amount of \$931.65, dated July 1 to July 31, 2014
- D. Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$168.52, dated July 1 to July 31, 2014.

ON MOTION by Director Rarback, seconded by Vice President McShane, by the following Roll Call Vote, the Board unanimously approved the Consent Calendar as follows:

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

Motion passed 4-0.

7. NEW BUSINESS

- A. Review and Approve First Amendment to the May 29, 2012 Agreement for Professional Services with Blomberg & Griffin Accountancy Corporation

Assistant Chief Cole introduced this item and recommended approval of the agreement with Blomberg & Griffin Accountancy Corporation.

ON MOTION by Vice President McShane, seconded by Director Rarback, by the following Roll Call Vote, the Board unanimously approved the First Amendment to the May 29, 2012 Agreement for Professional Services with Blomberg & Griffin Accountancy Corporation in the amount of \$9,975.00 per year:

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

Motion passed 4-0.

- B. Discuss Proposal from IAFF Local 2881 to Have the District Share in the Half Moon Bay Review Public Service Announcement in the Amount of \$4,272.00

This item was removed from the agenda.

C. Review and Approve Revisions to District's Conflict of Interest Code

Attorney Savaree summarized the Staff Report.

ON MOTION by Director Rarback, seconded by Secretary Cockrell, by the following Roll Call Vote, the Board voted unanimously to approve the revisions to the District's Conflict of Interest Code:

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

Motion passed 4-0.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Burke reported there was no Finance Committee meeting. He stated that one month's financial data is included in tonight's Board packet.

President Burke discussed the June 2014 PARS report, and Secretary Cockrell also commented on the report.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

President Burke reported that he and Secretary Cockrell are continuing to investigate locations to replace the existing Station 41.

D. Vegetation Management Committee Report

Vice President McShane said she has not yet met with the new Vegetation Management Chief, and she inquired about the process to report an area that requires vegetation management.

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

Director Rarback the August 5th meeting was canceled.

F. ALS/JPA

No report.

G. Emergency Preparedness

Vice President McShane reported she is having lunch with the National Red Cross President in September.

Director Rarback reported on the August 1st CEAP meeting, where discussion occurred regarding the Red Cross's Ready Rating Endeavor to coordinate organizations to have shelters available in emergency situations. Also discussed at the CEAP meeting was the Coastside Emergency Operations Plan.

H. Attorney's Report

No report.

I. Fire Chief's Report

Cal Fire Chief Jalbert reported there were two minor injuries to employees, no accidents involving District equipment, and no major incidents.

Chief Jalbert stated that Assistant Chief Cole was heavily involved in the in-service training program with new and existing employees.

Chief Jalbert discussed statewide activities and how they impact local agencies.

Chief Jalbert discussed some of the fires that the strike teams were involved in, and how the drought is affecting the fire season.

Chief Jalbert reported that the State is releasing \$42 million in grants, some of which the District may be eligible for.

Chief Jalbert reported on labor negotiations with Local 2881.

Assistant Chief Cole updated the Board on anticipated weed abatement funds.

Assistant Chief Cole updated the Board on developing the vacant lot next to Station 40, and indicated he hopes to send out the RFP for contractors next month.

Assistant Chief Cole stated that nine architects have responded to an RFP regarding the new Station 41, and the subcommittee will review these and come back to the full Board with some recommendations.

9. CORRESPONDENCE

No discussion.

10. ADJOURNMENT

President Burke adjourned the meeting at 6:40 p.m.

Respectfully submitted,



J. B. Cockrell, 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 Rarback, seconded by Vice President McShane, by Roll Call Vote, the Board unanimously approved the Consent. Motion passed 4-0.

ON MOTION by Vice President McShane, seconded by Director Rarback, by Roll Call Vote, the Board unanimously approved the First Amendment to the May 29, 2012 Agreement for Professional Services with Blomberg & Griffin Accountancy Corporation in the amount of \$9,975.00 per year. Motion passed 4-0.

ON MOTION by Director Rarback, seconded by Secretary Cockrell, by Roll Call Vote, the Board voted unanimously to approve the revisions to the District's Conflict of Interest Code. Motion passed 4-0.