

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

**May 30, 2012**

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

**ACTION MINUTES**

**OPEN SESSION**

President Mackintosh called to order the special meeting of the Board of Directors of the Coastside Fire Protection District at 6:33 p.m. The purpose of this special Board meeting was to receive a report from the consultants regarding the figures concerning a standalone department, and for the Board and the public to understand how the consultants arrived at the numbers, how they obtained the data, and if any additional information is needed by the consultants.

**PRESENT AT ROLL CALL**

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

Assistant Chief Paul Cole was absent.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

The Board received lengthy public comment from several members of the audience.

**NEW BUSINESS**

- A. Review and provide direction to Staff regarding employment structure and policies for standalone department, to include salary and benefits resolution, job classifications, work rules, policies and procedures and labor relations resolution

Attorney Jean Savaree provided background regarding the Board's request for information pertaining to the creation of a standalone department. She introduced the consultants hired by the Board to provide this information: Rick Bolanos of

Liebert, Cassidy, Whitmore; Susan George, recently retired Town Manager of Woodside; and Bryan Collins, recently retired from San Ramon Valley Fire District.

Attorney Bolanos introduced a PowerPoint presentation entitled "Analysis of Employment Structure for Standalone Coastside Fire Protection District."

Susan George discussed the cost analysis portion of the PowerPoint presentation. She responded to questions from the audience throughout her presentation.

Attorney Bolanos continued with a discussion of the draft Salary & Benefits Resolution. He also responded to questions and comments throughout his portion of the presentation.

Bryan Collins then discussed the Work Rules portion of the PowerPoint presentation.

The Board took a recess at 8:48 p.m. and reconvened at 8:53 p.m.

Attorney Bolanos returned to the podium to complete the PowerPoint presentation and discuss the draft Employee/Employer Relations Resolution.

President Mackintosh asked if anyone else in the audience had any further comments or questions. The Board received and responded to additional questions and comments from the audience.

Extensive discussion occurred between the Board and the consultants where each Board member made comments and provided feedback to the consultants.

Secretary McShane left the meeting at 10:05 p.m.

Attorney Savaree summarized her understanding of the Board's direction regarding additional information requested.

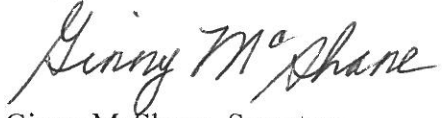
It was decided to hold another Special Board Meeting at 7:00 p.m. on Tuesday, June 5, 2012, for the consultants to bring back the requested additional information.

Attorney Bolanos and Susan George clarified the additional information that the Board has requested to be brought back to the June 5<sup>th</sup> meeting.

## **ADJOURNMENT**

ON MOTION by Vice President Alifano, seconded by Director Riddell, President Mackintosh adjourned the meeting at 10:34 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ginny McShane". The signature is written in black ink and is positioned above the printed name.

Ginny McShane, Secretary  
Coastside Fire Protection District

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