

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

July 24, 2013

**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 7:33 p.m.

2. ROLL CALL

Directors Present: Secretary Ginny McShane, Director Harvey Rarback,
Director Karen Anderson, Vice President J. B. Cockrell,
and President Gary Burke.

Staff: Assistant Chief Paul Cole.

Legal Counsel: Attorney Jean Savaree.

Admin. Secretary: Jean Headley.

Cal Fire Acting Chief Scott Jalbert was on vacation.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

None.

5. PUBLIC COMMENT – LOCAL 2881

The Local 2881 representative was not present at this time. He will be heard later in the meeting.

6. CONSENT CALENDAR

A. Approval of minutes of June 26, 2013 Regular Board Meeting

B. Approval of minutes of July 10, 2013 Special Board Meeting

C. Approval of Vendor Checks #15135-15210 in the amount of \$303,970.39,
dated June 1 to June 30, 2013

- D. Approval of Payroll Checks #20589-20591 in the amount of \$888.96, dated June 1 to June 30, 2013
Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$170.05, dated June 1 to June 30, 2013

ON MOTION by Secretary McShane, seconded by Director Rarback, the Board voted to approve the Consent Calendar as submitted. Motion passed 5-0.

7. NEW BUSINESS

- A. Medical Reserve Corp presentation by Dr. Michael Klass seeking financial support

Dr. Michael Klass made an overhead PowerPoint presentation regarding the San Mateo Coastside Medical Reserve Corp and requested financial support from the District. Secretary McShane suggested that Dr. Klass go to a CEAP (Coastside Emergency Action Program) meeting and speak with Charise. She also suggested that Dr. Klass's group hold fundraisers.

The Board heard public comments from members of the audience.

5. PUBLIC COMMENT – LOCAL 2881 (taken out of order)

Justin Sheaf of Local 2881 provided comments to the Board. He spoke regarding Public Service Announcement opportunities, the MDA Fill-the-Boot Campaign, a wildland fire the District participated in, and employee staffing following the recent unsuccessful effort to create a stand alone department. He responded to questions and comments from the Board throughout his discussion.

7. NEW BUSINESS (cont'd)

- B. Discuss moving the Board election to even numbered years to coincide with the general elections

Attorney Jean Savaree summarized the Staff Report. She explained to the Board why the Board should wait until January of 2015 to look into this.

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

Board discussion occurred.

- C. Discuss and Review Coastside Fire Protection District contracts

President Burke asked Assistant Chief Cole if there should be any additions to the list of contracts included in the Board packet. Chief Cole

indicated that CalPERS and Vieberg & Associates (insurance providers) should be added.

D. Review final total costs for stand alone fire department

Secretary McShane asked Kathryn Slater-Carter to make an oral presentation on this item, and Ms. Carter addressed comments to the Board.

Secretary McShane provided additional comments on this issue.

Following discussion between the Board and Assistant Chief Cole, it was decided that this subject will be discussed by the Finance Committee and brought back to the Board at a future Board meeting.

E. Review and discuss Coastside Fire Protection District role in disaster planning and operations

Assistant Chief Cole provided a PowerPoint presentation on the District's role in disaster operations and planning. He explained firefighters' responsibilities and how the District works and interacts cooperatively with other agencies during disasters and emergencies.

President Burke thanked Chief Cole for his excellent presentation.

F. Adopt Resolution No. 2013-24, Proclamation Remembering the Firefighters Who Lost Their Lives While Fighting the Yarnell Hill Wildland Fire in Prescott, Arizona

Secretary McShane introduced the Resolution and read the names of each of the 19 firefighters who lost their lives in the Prescott, Arizona wildland fire on June 30, 2013.

ON MOTION by Secretary McShane, seconded by Director Rarback, by the following Roll Call Vote, the Board voted unanimously adopted Resolution No. 2013-24, Proclamation Remembering the Firefighters Who Lost Their Lives While Fighting the Yarnell Hill Wildland Fire in Prescott, Arizona:

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

Motion passed 5-0.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

No report.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

Secretary McShane requested to meet with Vice President Cockrell and Assistant Chief Cole.

D. Vegetation Management Committee Report

Secretary McShane discussed a Coral Reef area that was recently mowed. She also spoke about another parcel near a school in that area that needs attention and asked Chief Cole if he would have Chief Sampson contact her regarding the eucalyptus trees. She said GGNRA mentioned two grant programs that the involved neighbors wish to participate in with the school district.

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

Secretary McShane discussed the possibility of the District becoming a District of Distinction.

F. ALS/JPA

Director Anderson reported that on July 16th, she attended orientation with three other JPA Board members. She discussed how close the District is to getting its second ambulance. Some Board discussion occurred.

G. Emergency Preparedness

Secretary McShane thanked the Half Moon Bay Review for the GGNRA article regarding Rancho Corral de Tierra.

Secretary McShane indicated she has something for Assistant Chief Cole from Charise of CEAP as well as a handout regarding vegetation management for both Chiefs Cole and Chief Sampson.

H. Attorney's Report

No report.

I. Fire Chief's Report

Assistant Chief Cole announced the date and time of the Firefighter Academy graduation on Friday, July 26th, at 11:00 a.m. in Ione, California. He informed the Board of the activities the 14 new graduates will be doing for the next two weeks. He inquired if any Board member would like to volunteer to be a victim in rope rescue training events on the old Devil's Slide area from August 5-9.

Chief Cole reported that Engine 41 had been surplussed for ten months and now has been sold to San Mateo County as a reserve engine.

Chief Cole also reported that the District has been able to retain a 4-wheel drive "Gator" vehicle that can be used off-road and for other community events as well.

10. CORRESPONDENCE

No discussion.

11. ADJOURNMENT

President Burke adjourned the meeting at 9:17 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 Rarback, the Board voted to approve the Consent Calendar as submitted. Motion passed 5-0.

Following discussion between the Board and Assistant Chief Cole, it was decided that the subject of the total cost of the efforts to create a stand alone department will be discussed by the Finance Committee and brought back to the Board at a future Board meeting.

ON MOTION by Secretary McShane, seconded by Director Rarback, by Roll Call Vote, the Board voted unanimously adopted Resolution No. 2013-24, Proclamation Remembering the Firefighters Who Lost Their Lives While Fighting the Yarnell Hill Wildland Fire in Prescott, Arizona. Motion passed 5-0.

Secretary McShane asked Chief Cole if he would have Chief Sampson contact her regarding the eucalyptus trees in relation to vegetation management.