

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

May 27, 2009

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

ACTION MINUTES

OPEN SESSION

President Gary Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m.

PRESENT AT ROLL CALL

Board Members: President Gary Burke, Vice President Ginny McShane, Secretary Bruce MacKimmie, Director Doug Mackintosh, Director Gregg Hosfeldt, Director Lane Lees, Director John Draper, Director Chris Cilia, and Director J. B. Cockrell.
Staff: Division Chief Paul Cole.
Cal Fire: Division Chief Kathleen Lineberry.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Terry Gossett of Moss Beach summarized his May 27, 2009 e-mail to Camille Leung regarding a Community Wildfire Protection Plan. He spoke of his concerns about over-regulation and urged everyone to attend the upcoming June 2nd meeting being hosted by and held at the Coastside Fire Protection District Main Street facility. He gave the Board a DVD entitled "Sins of Commission: The Politics of Fire."

George Muteff of Half Moon Bay echoed Terry Gossett's concerns regarding defensible space and urged the Board to cut through the agency red tapes to create defensible space and fire breaks.

CONSENT CALENDAR

- A. Approval of Minutes of April 22, 2009 Board Meeting
- B. Approval of Vendor Checks #11701 - #11800 in the amount of \$185,334.42, dated April 1 to April 30, 2009

- C. Approval of Payroll Checks #10096 - #10107 in the amount of \$1,108.97 dated April 1 to April 30, 2009
Direct Deposit of Federal, State and Hospital Tax in the amount of \$181.80, dated April 1 to April 30, 2009

ON MOTION by Director Lees, seconded by Director Hosfeldt, the Board unanimously approved the Consent Calendar as submitted. Motion passed 9-0.

CONTINUING BUSINESS

- A. CalPERS ER 1979 Safety Plan Unfunded Liability
Chief Paul Cole discussed the March 20, 2009 letter from David DuBois of the CalPERS Actuarial Office. Board discussion occurred regarding available alternatives. Board members were requested to forward any questions to Chief Cole. This item will be brought back on next month's meeting agenda.
- B. Review Progress Toward Achieving CSDA District of Distinction Certification
President Burke asked Chief Cole to find out when the Special District Institute is holding the Governance Program. He believes it is some time in June of this year.

NEW BUSINESS

- A. Review and Approve Cal Fire "Fiscal Sheets" for FY 09/10

Chief Cole discussed the FY 09/10 "Fiscal Sheets" and indicated that the Finance Committee recommends going from a staff profile of 31 line staff down to 27 line staff personnel.

Director Mackintosh suggested, and the Board agreed, to table Item A until after Item G.

- G. (taken out of order)
Discuss Ambulance Contracts (M440 and M441) and Provide Direction to Staff

Chief Cole discussed the proposal for back-up ambulance service and recommended not renewing the contract. Board discussion occurred.

Vince Williams of Moss Beach asked Chief Cole whether the secondary ambulance could be used anywhere in San Mateo County.

ON MOTION by Director Mackintosh, seconded by Director Lees, the Board voted unanimously that under the current terms and conditions, the Coastside Fire Protection District will not renew the contract with American Medical Response.

A. CalPERS ER 1979 Safety Plan Unfunded Liability (cont'd)

Chief Cole continued his discussion of the FY 09/10 personnel costs. He recommended adoption of Schedule A as amended. Board discussion occurred.

ON MOTION by Vice President McShane, seconded by Director Cilia, the Board voted unanimously to adopt Schedule A, FY 09/10 rate schedule with 27 personnel, pending corrections on salaries. Motion passed 9-0.

B. Review and Approve Cal Fire Contract "Exhibit E" for FY 09/10

Chief Cole introduced this item and asked if any Director had comments. He responded to questions from the Board, and Board discussion occurred.

President Burke suggested that Chief Cole and Cal Fire Chief Lineberry go through Exhibit E and somehow check-mark or identify the items that have been accomplished, and then bring this back to the next meeting.

Chief Cole asked the Board for permission to place Cal Fire decals on the District fire engines. This will be placed on the agenda for the next Board meeting.

C. Review and Approve Amendments to the San Mateo County Pre-Hospital Emergency Medical Services Group Contract

Director Lees thanked Chief Cole, President Burke, Secretary Bruce MacKimmie, and Attorney Jean Savaree for all their hard work on this contract. He referred to Betsy Strauss' memo regarding San Mateo Pre-Hospital Emergency Services JPA and recommended approving the amendment to the old contract.

Chief Cole commended Secretary MacKimmie, Director Lees, and Attorney Savaree for all their hours of hard work.

Board discussion occurred.

Director Lees made a motion, seconded by Director Mackintosh, to approve the amendments as written and request a resolution be prepared for adoption by the Board.

President Burke amended the motion, and Directors Lees and Mackintosh agreed, to say that accompanying the resolution will be a letter to the JPA stating that it is the intent and understanding of Coastside Fire Protection District that the JPA will not take any future unilateral action that would impinge upon the fiduciary responsibility of the CFPD to establish and control the level of service and financial expenditures of the District.

Motion passed 9-0.

D. Review and Approve Agreement For Exchange of Emergency Medical, Rescue and Fire Protection Services Automatic Aid and First Response

Chief Cole briefly discussed the agreement and recommended approval of the agreement. Board discussion occurred.

ON MOTION by President Burke, seconded by Vice President McShane, the Board voted unanimously to approve the Agreement for Exchange of Emergency Medical, Rescue and Fire Protection Services, Automatic Aid and First Response. Motion passed 9-0.

E. Discuss and Approve Cal Fire Promissory Note Payment of \$205,832.77

Chief Cole stated this was discussed in the Finance Committee meeting, and the Finance Committee recommends to the Board that the first payment be made in FY 2009 instead of waiting until FY 2010.

ON MOTION by President Burke, seconded by Director Mackintosh, the Board voted unanimously to approve a payment of \$205,832.77 on the Promissory Note to Cal Fire. Motion passed 9-0.

F. Discuss and Approve Amendments to Section 3.1 – “Regular Meetings, (a) Time and Place” of the Board of Directors Bylaws

President Burke suggested not having a meeting in July 2009. Board discussion occurred. It was decided to place this on the June meeting agenda for discussion.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Burke reported on the items discussed at the Finance Committee meeting earlier this evening.

B. Volunteer Liaison Report

Director Hosfeldt reported on the success of the crab dinner and thanked the Board for its contributions. He discussed ongoing certifications and volunteer firefighter training.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

Director Mackintosh reported the committee made and approved a brochure, and he discussed the Coral Reef project. Board discussion occurred regarding defensible space and additional firefighters hired to conduct inspections in

targeted areas. There was also discussion regarding the upcoming June 2nd meeting of the Community Wildfire Protection Plan hosted by CFPD.

- E. California Independent Special Districts Association (San Mateo Co. Chapter)
No report.
- F. ALS/JPA
Director Lees indicated this has already been discussed earlier in the meeting.
- G. Attorney's Report
No report.
- H. Fire Chief's Report
Director Mackintosh commented that this is the second month in a row to show an increase in the number of calls on the Exception Report. Chief Cole responded.

CORRESPONDENCE

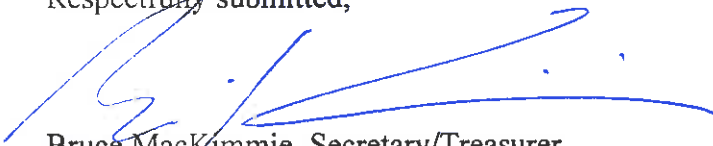
Chief Cole referred to the correspondence regarding special elections and the Candidate Policy Form, and he indicated this will be placed on the June agenda.

Chief Cole also referred to CSDA's request for nominations to the Elections and Bylaws Committee. This will also be placed on the June agenda.

ADJOURNMENT

Secretary MacKimmie made a motion to adjourn the meeting, and Director Cilia seconded the motion. The motion passed unanimously 9-0, and the meeting was adjourned at 9:57 p.m.

Respectfully submitted,



Bruce MacKimmie, Secretary/Treasurer
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 Lees, seconded by Director Hosfeldt, the Board unanimously approved the Consent Calendar as submitted. Motion passed 9-0.

Board members were requested to forward any questions regarding the CalPERS unfounded liability issue to Chief Cole. This item will be brought back on next month's meeting agenda.

President Burke asked Chief Cole to find out when the Special District Institute is holding the Governance Program. He believes it is some time in June of this year.

President Burke suggested that Chief Cole and Cal Fire Chief Lineberry go through Exhibit E and somehow check-mark or identify the items that have been accomplished, and then bring this back to the next meeting.

Chief Cole asked the Board for permission to place Cal Fire decals on the District fire engines. This will be placed on the agenda for the next Board meeting.

Director Lees made a motion, seconded by Director Mackintosh, to approve the JPA amendments as written and request a resolution be prepared for adoption by the Board. President Burke amended the motion, and Directors Lees and Mackintosh agreed, to say that accompanying the resolution will be a letter to the JPA stating that it is the intent and understanding of Coastside Fire Protection District that the JPA will not take any future unilateral action that would impinge upon the fiduciary responsibility of the CFPD to establish and control the level of service and financial expenditures of the District. Motion passed 9-0.

ON MOTION by President Burke, seconded by Vice President McShane, the Board voted unanimously to approve the Agreement for Exchange of Emergency Medical, Rescue and Fire Protection Services, Automatic Aid and First Response. Motion passed 9-0.

ON MOTION by President Burke, seconded by Director Mackintosh, the Board voted unanimously to approve a payment of \$205,832.77 on the Promissory Note to Cal Fire in FY 2009. Motion passed 9-0.

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