

Rancho Santa Fe Fire Protection District

Regular Board of Directors Meeting

Minutes March 16, 2022



These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:00 pm at Station 4, 18040 Calle Ambiente, Rancho Santa Fe, CA 92067.

Pledge of Allegiance

Chief Slattery led the assembly in the Pledge of Allegiance.

Invocation

Chaplain Dwight Vallely led the invocation.

Roll Call

Directors Present: Ashcraft, Malin, Stine, Tanner

Staff Present: Fire Chief Dave McQuead; Deputy Chief Brian Slattery; Battalion Chief Luke Bennett; Battalion Chief Cole Thompson; Fire Marshal Marlene Donner; and Manager, Finance & Administration/Board Clerk Alicea Caccavo

1. Special Presentation

a. **Badge Presentations**

Promotions

- ❖ Dave McQuead, Fire Chief (*December 16, 2021*)
- ❖ Brian Slattery, Deputy Chief (*January 1, 2022*)
- ❖ Luke Bennett, Battalion Chief (*June 1, 2021*)
- ❖ Cole Thompson, Battalion Chief (*July 16, 2021*)
- ❖ Tanner Worley, Captain (*January 1, 2020*)
- ❖ Cory Ender, Captain (*February 16, 2021*)
- ❖ Nate Fritchle, Captain (*February 16, 2021*)
- ❖ Kyle Carranza, Captain (*July 16, 2021*)
- ❖ Michael Hernandez, Captain (*July 16, 2021*)
- ❖ Scott Young, Engineer/Paramedic (*January 1, 2020*)
- ❖ Sean Canfield, Engineer/Paramedic (*February 16, 2021*)
- ❖ Chase Cantrell, Engineer/Paramedic (*July 16, 2021*)
- ❖ Chris Pane, Engineer/Paramedic (*July 16, 2021*)
- ❖ Michael Weeks, Engineer/Paramedic (*August 16, 2021*)
- ❖ Sarah Montagne, Accounting Technician (*March 16, 2021*)
- ❖ Dan Schaffer, Fire Prevention Specialist (*October 1, 2021*)

Off Probations

- ❖ Alicea Caccavo, Manager of Finance & Administration (*August 16, 2021*)
- ❖ Derek Wheeler, Firefighter/Paramedic (*April 16, 2020*)
- ❖ Alec Connelly, Firefighter/Paramedic (*April 16, 2020*)
- ❖ Manny Fernandez II, Firefighter/Paramedic (*March 16, 2021*)
- ❖ Ian O'Connor, Firefighter/Paramedic (*November 16, 2021*)

New Hires

- ❖ Blaine Nelson, Firefighter/Paramedic (*June 16, 2021*)
- ❖ Corbin Martinez, Firefighter/Paramedic (*August 1, 2021*)
- ❖ Mitchel Grant, Firefighter/Paramedic (*October 16, 2021*)

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- ❖ Jenny Huesias, Office Support Coordinator (*June 16, 2021*)
- ❖ Mark Smith, Fire Service Assistant (*February 16, 2022*)

b. Employee Recognition – Service Awards

5-year

- ❖ Chase Cantrell
- ❖ Alex Trottier
- ❖ Marlene Donner
- ❖ Alicea Caccavo

10-year

- ❖ Nate Sanford
- ❖ John Carey
- ❖ Conor Lenehan
- ❖ Cory Ender
- ❖ Cole Thompson

15-year

- ❖ Brian Schmid
- ❖ Abel Martinez
- ❖ Joseph Carter
- ❖ Nate Fritchle

20-year

- ❖ Tim Wood

Director Ashcraft conveyed to all those listed that the Board and the community appreciates the service and the sacrifices they have made. Chief McQuead conveyed his appreciation and his enthusiasm for the years ahead. Chief Slattery and Chief McQuead handed out badges to the new hires and services awards to the employees who have served the District for years marking milestones.

c. David B. Dewey Firefighter of the Year –

d. Non-safety Employee of the Year –

Director Ashcraft conveyed the significance of the awards, as they are voted on by their peers. He then announced the Employee of the Year and the Firefighter of the Year awards to Burgen Havens and Nathan Sanford, respectively.

1:22pm Meeting adjourned to the Board Room of the Administrative Offices

1:46pm Meeting reconvened

2. Motion waiving reading in full of all Resolutions/Ordinances

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR STINE, and CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

3. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to approve the consent calendar as presented and to adopt Resolution 2022-08.

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a. Board of Directors Minutes

- Board of Directors minutes of March 16, 2022

b. Receive and File

- Monthly/Quarterly Reports

(1) List of Demands Check 34834 thru 34932, Electronic File Transfers (EFT), and Wire Transfer(s) for the period March 2022 totaling:	\$ 253,864.37
Wire Transfer(s) period March 2022	\$1,286,444.86
Payroll for the period March 2022	\$ <u>615,414.44</u>
TOTAL DISTRIBUTION	\$2,155,750.67

(2) Grant Recap as of March 31, 2022

(3) Activity Reports – March 2022

- (a) Operations
- (b) Training
- (c) Fire Prevention

c. Resolution No. 2022-08

To adopt by consent Resolution No. 2022-08 – *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Proclaiming A Local Emergency Persists, Re-Ratifying The Proclamation of a State Of Emergency by Governor Newsom’s Executive Orders N-25-30, Issued March 12, 2020; N-33-20 Issued March 19, 2020, and Re-Authorizing Remote Teleconference Meetings Of The Legislative Bodies of Rancho Santa Fe Fire Protection District for the Period March 19, 2022 through April 17, 2022 Pursuant to Brown Act Provisions

4. Public Comment

None

5. Old Business

None

6. New Business

None

7. Resolution/Ordinance

a. Resolution No. 2022-09

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel.

Manager Caccavo reported that the only change made to the Resolution was to include a one-time only discretionary payment of \$5000.00 to all Managers except the Fire Chief.

MOTION BY DIRECTOR TANNER, SECOND BY DIRECTOR STINE, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to ADOPT Resolution 2022-09 *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel on a roll call vote:

AYES:	Ashcraft, Malin, Stine, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	Hillgren

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b. Resolution No. 2022-10

To discuss and/or adopt a resolution *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Adopting Amendment No. 1 to a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Professional Firefighters Association – Local 4349. *Manager Caccavo reported that the only change made to the Resolution was to include a one-time only discretionary payment of \$5000.00 to active safety personnel, added to Amendment No. 1 of the Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Professional Firefighters Association – Local 4349.*

MOTION BY DIRECTOR STINE, SECOND BY DIRECTOR MALIN, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to ADOPTING Resolution 2022-10 *entitled* A Resolution of the Rancho Santa Fe Fire Protection District Board of Directors Adopting Amendment No. 1 to a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Professional Firefighters Association – Local 4349 on a roll call vote:

AYES:	Ashcraft, Malin, Stine, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	Hillgren

c. Resolution No. 2022-11

To discuss and/or adopt a resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Amendment No. 1 to a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Employees Association. *Manager Caccavo reported that there are two (2) changes made to the Resolution to Amendment No. 1 of the Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and Rancho Santa Fe Employees Association: 1) to include a one-time only discretionary payment of \$5000.00 to active staff; and 2) the elected board agreed to accept the new position of Human Resource Analyst to the bargaining group.*

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR TANNER, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to ADOPTING Resolution 2022-11 *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting Amendment No. 1 to a Memorandum of Understanding between the Rancho Santa Fe Fire Protection District and the Rancho Santa Fe Employees Association on a roll call vote:

AYES:	Ashcraft, Malin, Stine, Tanner
NOES:	None
ABSTAIN:	None
ABSENT:	Hillgren

7. Oral Report

a. Fire Chief:

None

b. Operations – Deputy Chief

Chief Slattery reported that 279 responses for the month; current fuel moistures are at the medium/average level. Chief Slattery reported on all current recruitment efforts underway and explained the process.

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c. **Training – Battalion Chief**

None

d. **Fire Prevention – Fire Marshal**

Fire Marshal Donner reported that remaining lots in the District to be developed have been a challenge.

e. **Manager, Finance & Administration**

Manager Caccavo updated the board on the finance system implementation. Manager Caccavo reported on recruitment efforts in the administration and fire prevention departments.

c. **Board of Directors**

I. North County Dispatch JPA – *Director Ashcraft North County Dispatch JPA met on February 23rd. They have moved in January and will have an open house in April. They have had some staff changes recently. Director Ashcraft reported on a particular call where the dispatchers were able to assist in saving a life. In 2020 they had 2735 calls and in 2021 call volume was reduced by approximately 2% to 2684 calls. Director Ashcraft reported on the different calls reported.*

II. County Service Area – 17 – *Director Stine will be attending the next meeting in May.*

III. **Comments:**

(1) Director Malin: *Chief Slattery answered questions on the reserves and the process that results in direct hires from the reserve program posed by Director Malin.*

(2) Director Stine: *None*

(3) Director Tanner: *None*

(4) Director Ashcraft: *None*

8. **Adjournment**

Meeting adjourned at 2:19pm.

Alicea Caccavo
Board Clerk

A handwritten signature in blue ink, appearing to read "Alicea", written over a horizontal line.

James H. Ashcraft
Board President

A handwritten signature in blue ink, appearing to read "James H. Ashcraft", written over a horizontal line.