

Rancho Santa Fe Fire Protection District
Regular Board of Directors Meeting
Minutes April 13, 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.

Pledge of Allegiance

Battalion Chief Thompson led the assembly in the Pledge of Allegiance.

Roll Call

Directors Present: Ashcraft, Hillgren, Malin, Stine, Tanner

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

1. **Motion waiving reading in full of all Resolutions/Ordinances**

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to waive reading in full of all resolutions and/or ordinances.

2. **Consent Calendar**

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the consent calendar as presented and adopt Resolution 2022-12 re-authorizing remote teleconferencing.

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	\$ 615,441.44
TOTAL DISTRIBUTION	\$2,155,750.67

- (2) Grant Recap – *no changes*
- (3) Activity Reports – April 2022
 - (a) Operations
 - (b) Training
 - (c) Fire Prevention

c. **Resolution No. 2022-12**

To adopt by consent Resolution No. 2022-12 – *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 April 13, 2022 through May 12, 2022 Pursuant to Brown Act Provisions

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3. **Public Comment**

None

4. **Old Business**

a. **Apparatus Replacement Plan**

To update the board on the timetable and cost estimate for future capital replacement of the Type 6 apparatus for Station 6 needs. Staff Report 22-02

Chief McQuead reported on the five-year mitigation plan. Due to the current supply chain disruption, apparatus the time frame approved for the Type 6 could result in a two-year waitlist. Staff requests to move the timing up by one year to ensure that it will be in service as anticipated. The Type 6 will offer more mobility in areas with no hydrants.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the Fire Chief to execute the contract for purchase of a Type 6 apparatus.

5. **New Business**

a. **Board of Directors Meeting Calendar**

Directors moved the next two meetings up by one week to ensure a quorum: May 11 at 2pm and June 8 at 1pm.

b. **Sale of Surplus Equipment #0461** - Staff Report 22-03

Fire Chief reported that Engine #0461 is requiring large repairs and Fire Etc. had the highest bid. Chief reported on Staff is requesting the Board authorize the sale of this equipment.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize the Fire Chief to execute the sale for Engine #0461.

6. **Resolution/Ordinance**

None

7. **Oral Reports**

a. **Fire Chief:**

Chief McQuead reported on the new Type 1 engine at Station 1; Mark Smith formerly the Fire Service Assistant was hired on as Temporary Defensible Space Inspector; Lee Haskin retired after 31 years of service; Fire Chief is now on the LAFCO Advisory Committee; anticipate the contract for the Lakes Owners Association to bring to May meeting; Bond that was held by the District and Shaw family to be moved to Pinnacle at Santa Fe Valley, LLC which will enable development of 37 lots in the 4S area.

b. **Operations – Deputy Chief:**

Deputy Chief Slattery reported on the vacancies and recruitments in the district; 340 total calls in the previous month and presented pictures of incidents on the district.

c. **Training – Battalion Chief:**

Chief Thompson reported on the training hours; district homeowners allowed for staff to train on their home prior to demolishing the home.

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d. Fire Prevention – Fire Marshal:

Fire Marshal Donner reported weed abatement starting; code adoption coming in July; memory care facility plans submitted; the Inn was recently sold to a hotel chain; other projects with access issues; still working with County building division regarding plan approval requirements.

Adjourned to Closed Session 2:00pm

8. Closed Session (Time Certain – 2:00pm)

a. Potential Litigation (1) Case – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: *one potential (1) case*

All board members listed and Chief McQuead, Deputy Chief Slattery, Manager Caccavo and Attorney Stefanie Vaudreuil attended and participated in this discussion.

Reconvened to Open Session at 2:33pm

Upon reconvening to open session, President Ashcraft announced that the Board had given direction; no action taken.

e. Manager, Finance & Administration:

Manager Caccavo updated the Board on the finance system; the new financials that will be on all future board agenda packets; million-dollar grant for Covid relief received in the general fund; the additional discretionary payment was made; the next 2 years CalPERS valuations will net each other out.

f. Board of Directors

I. North County Dispatch JPA – Next meeting May 25 in Encinitas.

II. County Service Area – 17 – Next meeting May 3

III. Comments

Malin: *None*

Stine: *None*

Tanner: *None*

Hillgren: *reported on a seeing an adapted EMS/Fire vehicle that was raised to go over the crowds in Johannesburg.*

9. Adjournment

Meeting adjourned at 3:02pm

Alicea Caccavo
Board Clerk

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

James H. Ashcraft
Board President

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