



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA**

Rancho Santa Fe FPD  
Board Room – 18027 Calle Ambiente  
Rancho Santa Fe, California 92067

December 16, 2020  
1:00 pm PT  
Regular Meeting

**THIS BOARD OF DIRECTORS MEETING WILL BE CONDUCTED VIA TELECONFERENCE**

Pursuant to Governor Newsom’s [Executive Orders N-25-30](#), issued on March 12, 2020 and [N-33-20](#) issued on March 19, 2020: members of the Rancho Santa Fe Fire Protection District Board of Directors and staff may participate in this meeting via teleconference. In the interest of reducing the spread of COVID 19, members of the public are encouraged, but not required, to submit comments via email. Those attending the meeting in person will be required to maintain appropriate social distancing.

Public Comment: to submit a comment in writing, please email [rannals@rsf-fire.org](mailto:rannals@rsf-fire.org) and write “Public Comment” in the subject line. In the body of the email include the item number and/or title of the item as well as your comments. If you would like the comment to be read out loud at the meeting (not to exceed five minutes), please write “Read Out Loud at Meeting” at the top of the email. All comments received by 11:00 am will be emailed to the Board of Directors and included as “Supplemental Information” on the District’s website prior to the meeting. Any comments received after 11:00 am will be added to the record and shared with the members of the Board at the meeting.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 858-756-5971 ext. 1014. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Administrative Manager’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours. Packet documents are also posted online at [www.rsfire.org](http://www.rsfire.org)



# Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

December 16, 2020

## **SPECIAL AGENDA (10:00 am – 12:00 pm)**

**ETHICS TRAINING (Workshop)** – The Fire District will conduct the mandatory two (2) hours ethics training for the Board of Directors and senior management staff. Stephen J. Fitch, Fitch & Associates, will conduct the training. No action will be taken and members of the public are welcome to attend.

## **REGULAR AGENDA (1:00 pm)**

Pledge of Allegiance

Call to Order

### 1. Oath of Allegiance – New Elected Board Members

Administration of the *Oath of Allegiance* to Board Members-Elect James Ashcraft, Nancy Hillgren, and Randall Malin. A Notary Public will administer the Oath of Allegiance.

### 2. Election of Officers

Pursuant to the Fire Protection District Law 1987, Section 13853, effective January 1, 1988, the district board shall elect a president, vice-president and a secretary or clerk.

### 3. Roll Call

### 4. Video Presentation in Memory of Captain Dale E. Mosby

### 5. Motion waiving reading in full of all Resolutions/Ordinances

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

### 6. Consent Calendar

#### a. Board of Directors Minutes

- Board of Directors minutes of November 18, 2020

ACTION REQUESTED: **Approve**

#### b. Receive and File

- Monthly/Quarterly Reports

(1) List of Demands Check 33358 thru 33451, Electronic File Transfers (EFT), and Wire Transfer(s) for the period November 1 – 30, 2020 totaling:	\$ 194,010.82
Wire Transfer(s) period November 1 – 30, 2020	\$ 239,380.28
Payroll for the period November 1 – 30, 2020	<u>\$1,012,047.26</u>
TOTAL DISTRIBUTION	\$1,445,438.36



# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting

December 16, 2020

(2) Activity Reports – November 2020

- (a) Operations
- (b) Training
- (c) Fire Prevention
- (d) Correspondence - letters/cards were received from the following members of the public:
  - (i) None

ACTION REQUESTED: [Information](#)

7. Old Business

- a. None

8. Resolution/Ordinance

- a. [Resolution No. 2020-17](#)

To discuss and/or adopt a resolution entitled A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Approve Service Retirement Benefits for Captain Dale E. Mosby. [Staff Report 20-26](#)

**ACTION REQUESTED: Adopt**

9. New Business

- a. [District Representation and Ad Hoc Committee Assignments](#)

To appoint representatives to standing and ad hoc committees representing the Fire District. [Staff Report 20-27](#)

**ACTION REQUESTED: Assign and appoint District representatives and committee assignments**

10. Oral Report

- a. [Fire Chief – Cox](#)

- COVID-19 – Update
- RSF-5 Update
- Fuels Hazard Abatement
- District Activities

- b. [Operations – Deputy Chief](#)

- c. [Volunteer – Volunteer Recruitment & Retention Coordinator](#)

- d. [Training – Battalion Chief](#)

- e. [Fire Prevention – Fire Marshal](#)

- f. [Administrative Manager/Manager, Finance & Administration](#)

- g. [Board of Directors](#)

- North County Dispatch JPA – Update
- County Service Area – 17 – Update
- Comments



# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting

December 16, 2020

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11. Closed Session

a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:

CONFERENCE WITH LABOR NEGOTIATORS

Agency Negotiators: Jim Ashcraft, Randy Malin and assigned Staff

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349

Represented Employees: Rancho Santa Fe Miscellaneous Employees

Under Negotiation: Successor Memorandum of Understanding

b. With respect to every item of business to be discussed in closed session pursuant to Section 54957

Employee Performance Evaluation

Title: Fire Chief

12. Adjournment

The next regular meeting Board of Directors meeting to be January 20, 2021 in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.



# Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting

December 16, 2020

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## CERTIFICATION OF POSTING

I certify that on December 11, 2020 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on December 11, 2020

A handwritten signature in black ink that reads "Karlana Rannals".

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Karlana Rannals  
Board Clerk



**RANCHO SANTA FE FIRE PROTECTION DISTRICT**  
**Regular Board of Directors Meeting**  
**Minutes – November 18, 2020**

*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.*

**REGULAR AGENDA**

President Ashcraft called to order the regular session of the Rancho Santa Fe Fire Protection District Board of Directors at 1:02 pm.

*Pledge of Allegiance*

Battalion Chief Bruce Sherwood led the assembly in the Pledge of Allegiance.

Roll Call

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

Directors Absent: None

Staff Present: Fred Cox, Fire Chief; Dave McQuead, Deputy Chief; Bruce Sherwood, Battalion Chief; Brian Slattery, Battalion Chief; Marlene Donner, Fire Marshal; Frank Twohy, Volunteer Recruitment & Retention Coordinator; Alicea Caccavo, Manager, Finance & Administration; and Karlana Rannals, Board Clerk.

Chief Cox requested from the Board of Directors the following:

**REQUEST FOR MOTION TO AMEND AGENDA TO INCLUDE:**

Pursuant to Government Code Section 54954.2(b) (2), there is a need to take immediate action by the governing body subsequent to the agenda being posted.

*(Four votes in favor of this motion to amend is required)*

*(Three votes in favor of this motion to amend, if only four members present)*

AMEND AGENDA ITEM: 8. Closed Session

b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9 Anticipated Litigation (1) Matter – CONFERENCE WITH LEGAL COUNSEL IF NEEDED, ON STANDBY – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one (1) matter

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR TANNER, CARRIED 5-0, to modify the agenda to include 8. Closed Session, b. Anticipated Litigation (1) Matter.

President Ashcraft announced that on November 16, 2020, Captain Dale E. Mosby passed. He requested a moment of silence in remembrance of his service to the profession and community.

1. Consent Calendar

MOTION BY DIRECTOR MALIN, SECOND BY DIRECTOR HILLGREN, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the consent calendar as submitted.

a. *Board of Directors Minutes*

- Board of Directors minutes of October 21, 2020

b. Receive and File

• *Monthly/Quarterly Reports*

- 1) List of Demands Check 33222 thru 33357, Electronic File Transfers (EFT) and Wire Transfer(s) for the period October 1 – 31, 2020 totaling: \$ 278,050.57  
Wire Transfer(s) for the period October 1 – 31, 2020 \$ 237,179.85  
Payroll for the period October 1 – 31, 2020 \$ 917,655.77  
TOTAL DISTRIBUTION \$1,432,886.19
- 2) RSFFPD Profit & Loss Summary – September 30, 2020
- 3) RSFFPD Cash Statement – September 30, 2020
- 4) Investment Summary – September 30, 2020
- 5) Reports – October 2020
  - a. Operations
  - b. Training
  - c. Fire Prevention
  - d. Correspondence – letters/cards were received from the following members of the public:
    - i. None

2. Public Comment

No one requested to speak to the Board.

3. Public Hearing

- a. *Fire Mitigation Fee Program: Resolution Adopting Multi-Year Facilities and Equipment Plan for Rancho Santa Fe Fire Protection District - Amended*

President Ashcraft opened and closed the public hearing. Ms. Rannals informed the Board that she had not received any comments regarding the fire mitigation fee program.

4. Old Business

- a. None

5. Resolution/Ordinance

- a. *Resolution No. 2020-16*

Chief Cox reported that the Fire Mitigation Fee Committee met on November 5, 2020 and approved the modified report submitted for consideration. The committee approved amending the reimbursement of 40% for a Type 1 and Type III Engines, along with a Water Tender. The resolution needed to be amended to match the approved request from the committee. He responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR MALIN, and APPROVED Resolution No. 2020-16 *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Adopting the Fire Mitigation Fee Fund Multi-Year Plan-Amended on a roll call vote:

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

6. New Business

a. *Independent Auditor's Report FY 2019/2020*

Director Malin reported that the finance ad hoc committee (Directors' Malin and Tanner) in addition to Chief Cox, Karlena Rannals, Alicea Caccavo, Burgen Haven, Trevor Krueger and Brian Schmid met with Coley Delaney, CPA from the Pun Group to review the draft audit report for FY20.

He reminded his board colleagues of the financial statement requirement (GASB 68), which reports the full pension liability. The board has continued their efforts by making accelerated payments to reduce the District's pension obligation; however, there continues to be little improvement. He also reported that by including representatives from the Firefighter's Union, he believed that it was a great opportunity to educate them on the District's finances from a third party.

Director Malin informed the Board that the ad hoc committee was satisfied with the discussion in the meeting; the District received a clean report from the auditors and recommended that the Board accept the report as distributed. The ad hoc committee responded to questions from the Board.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the FY 2019/2020 independent audit prepared by The Pun Group as distributed.

b. *Additional Discretionary Payment - CalPERS*

Chief Cox summarized the staff report provided. He reported that CalPERS developed a new additional discretionary payment (ADP) tool that allows for the contract public agencies to make better projections. This new tool also allows for the District to take a more aggressive approach and target a specific funding status.

As noted in the staff report, \$689,322 is a planned ADP in the FY21 operating budget. He recommends that if the Board of Directors chooses, that the District forward \$1 million as an ADP to pay down the UAL for both (Miscellaneous and Safety) Classic Tier 1 employees. If approved, staff would solicit the expertise of the District's actuary at CalPERS and apply a proportionate share of the money that would provide the greatest savings, while improving the District's funding status for each plan. Staff also requested direction on a targeted funding status that the Board of Directors seeks, which will assist in the planning for future operating budgets. Staff responded to questions from the Board.

At the conclusion of the discussion, the Board conveyed their desire to have a funding status of 90+% for all funds, and that the available cash for future ADP be evaluated on a quarterly basis. They also supported the



staff recommendation to forward \$1 million to CalPERS as an ADP for FY21 and consult with CalPERS staff to maximize savings.

MOTION BY DIRECTOR HILLGREN, SECOND BY DIRECTOR STINE, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize an additional discretionary payment of \$1 million to CalPERS and allocate appropriately to the Classic Tier 1 retirement plans that provides the greatest savings, and forward the payment no later than December 31, 2020.

c. *Board of Directors Meeting Calendar*

Ms. Rannals reviewed the staff report provided. She informed the board members that the schedule listed reflects the meeting date for the third Wednesday of each month, and she included routine matters that are considered by the Board with specific deadlines to assist should it be necessary to reschedule a meeting. After review of the calendar, it was determined that there is no need to change any of the regular scheduled meetings.

7. Oral Report

a. Fire Chief

- RSF5 Update: Chief Sherwood reported that there are only few warranty issues with the station, and the contractor has completed the first phase of the demolition of the concrete and it has been re-poured.
- Hazardous Fuel Updates: CalFire has been working in the Elfin Forest area focusing on creating a 100 foot fuel break.
- District activities:
  - 1) None

b. Operations – Deputy Chief – Chief McQuead introduce Sal Ruiz, Coordinator/DICO, from San Dieguito EMS District (CSA-17). Mr. Ruiz summarized his background and experience for the board.

Chief McQuead reviewed the previous month’s statistics and the seasonal outlook, noting that the District’s call activity is tracking similar to last year. He also reported that District personnel responded to the Silverado Fire in Orange County.

c. Volunteer Recruitment Retention Coordinator – Chief Twohy reported that the reserve program is continues to provide staffing at the stations, and that the Reserves donated 920 volunteer hours this reporting period.

d. Training – Battalion Chief – Chief Sherwood reported that District personnel completed the required training the previous month. The District hired a new Firefighter/Paramedic on November 16, 2020, who has begun a two-week academy.

e. Fire Prevention – Fire Marshal – Fire Marshal Donner reviewed the previous month’s statistics. They are working with the restaurants for outdoor dining. She also responded to question regarding large animal evacuations.

- f. Administrative Manager/Manager, Finance & Administration – Ms. Rannals reported the following:
- Registrar of Voters: there are still approximately 10,000 ballots to be counted, and as of this date, the incumbents are on track to be re-elected.
  - Reminder that the meeting scheduled for December will commence at 10 am for the bi-annual ethics training.

Ms. Caccavo reported the following:

- The District has created a Grant Committee and she is a co-chair along with Captain Cole Thompson. They are reviewing all of the grant processes and opportunities so not to duplicate efforts.
- She is continuing her efforts in performing the job analysis for the administrative and fire prevention personnel.

g. Board of Directors

- 1) North County Dispatch JPA – Update: Director Ashcraft: no report, next meeting December 2, 2020.
- 2) County Service Area 17 – Update: Director Stine: he summarized the following information from the meeting held November 10, 2020:
  - The call volume is down for the year, noting that CSA-17 anticipates a loss for the year.
  - The hospital has not been at full capacity even though the County is back in the purple tier for COVID-19.
  - The flu numbers are down, and it is most likely because people are wearing masks.
  - Lifeguards are responding to more water rescues, as it is estimated that there were 2.5 million beachgoers this year.
- 3) Comments  
*Malin:* regarding the election results, he encouraged Director’s Stine and Tanner to perhaps consider a candidate statement if they seek re-election.  
*Ashcraft:* he conveyed his appreciation to the community for supporting the incumbents.

*10-minute recess*

8. Closed Session

Pursuant to the following section, the board met in closed session from 3:07 – 4:12 pm, and discussed the following:

- a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6  
CONFERENCE WITH LABOR NEGOTIATORS  
Agency Negotiators: Jim Ashcraft, Randy Malin and assigned Staff  
Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349  
Represented Employees: Rancho Santa Fe Miscellaneous Employees  
Under Negotiation: Successor Memorandum of Understanding
- b. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9:  
Anticipated Litigation (1) Matter – CONFERENCE WITH LEGAL COUNSEL IF NEEDED, ON STANDBY –  
ANTICIPATED LITIGATION  
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9: one (1) matter

*All board members listed and Chief Cox, Deputy Chief McQuead, Alicea Caccavo and Karlana Rannals attended and participated in this discussions.*

Upon reconvening to open session, President Ashcraft announced that direction was given to the District's Agency Negotiators and direction was given for item 8. a. He also reported that there was no action taken for item 8. b.

9. Adjournment

Meeting adjourned at 4:15 pm.

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Karlana Rannals  
Secretary

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James H Ashcraft  
President

33358	\$784.84	About Service Inc	Repair - ID 1481
33359	\$750.00	Accme Janitorial Service Inc	Building ADMIN
33360	\$706.59	Advanced Communication Systems Inc	Radio Equipment Replacement
33360	\$706.59	Advanced Communication Systems Inc	Radio (Mobile Repair)
33361	\$57.67	American Medical Response Inc	CSA-17 Contract
33362	\$59.37	AT&T	Telephone RSF3
33363	\$22.28	AT&T	Telephone RSF1
33364	\$22.28	AT&T	Telephone RSF1
33365	\$26.56	AT&T	Telephone RSF3
33366	\$34.24	AT&T	Telephone ADMIN
33367	\$67.48	AT&T	Telephone RSF1
33368	\$131.30	AT&T	Telephone ADMIN
33369	\$27,000.00	Berriochoa Construction, Inc.	Building Training Facility
33370	\$1,652.00	C.A.P.F.	Disability Ins Short & Long
33371	\$3,179.00	County of SD/RCS	CAP Code Paging Service-Monthly Service
33372	\$99.99	CrewSense, LLC	Scheduling (Crewsense) Maintenance
33373	\$395.39	EDCO Waste & Recycling Inc	Trash RSF5, 6
33374	\$2,807.62	Empire-Today, LLC	Building RSF2
33375	\$2,107.51	Geiger	Public Education Material
33376	\$731.31	Gregory Johnson DBA Johnson Equipment	Repair - ID 1281
33377	\$1,332.50	Liebert Cassidy Whitmore	Legal Services
33378	\$4.30	Napa Auto Parts Inc	Apparatus: Parts & Supplies
33379	\$2,577.22	Nationwide Medical Surgical Inc	CSA-17 Contract
33380	\$183.54	Race Telecommunications, Inc	Telephone RSF1
33381	\$1,308.88	SC Commercial LLC	Fuel: Gasoline & Diesel
33382	\$172.54	Stericycle, Inc.(Shred-It)	Shredding Services
33383	\$75.00	Terminix International	Building RSF2
33384	\$17.45	U P S	Shipping Service
33385	\$23,990.00	U S Bank Corporate Payment System	Cal-Card./IMPAC program
33386	\$96.96	United Imaging	Office Supplies
33387	\$4,633.53	Willdan Financial Services Inc	Benefit Assessment
33388	\$64.96	4S Ranch Gasoline & Carwash LP	Apparatus: Car Wash
33389	\$146.55	Aair Purification Systems	Building RSF4
33390	\$252.00	Advanced Detection Systems	Alarm System Monitoring RSF6

33391	\$157.61	Airgas Inc	Safety: Breathing Air
33392	\$3,666.92	Armanino Solutions, LLC	Computer - License/Software
33393	\$185.06	Armanino Solutions, LLC	Consulting Services
33394	\$73.45	AT&T	Telephone RSF6
33395	\$1,979.83	AT&T Calnet 2/3	Telephone RSF, ADMIN
33396	\$1,179.88	California Health & Safety Inc	SCBA Maint & Repair/ Flow Test, Breathing Apparatus - Supplies
33397	\$110.00	California Society of Municipal Finance	Association Dues
33398	\$1,220.00	California's Own Native Landscape	Landscaping RSF6
33399	\$496.91	CDW Government Inc.	Computer/Printer Replacement
33400	\$473.13	Charter Communications Holdings, LLC	Telephone, Cable RSF, Admin
33401	\$673.07	Complete Office of California Inc	Office Supplies
33402	\$994.49	Discount Tire	Apparatus: Tires & Tubes
33403	\$12,725.00	Engineered Mechanical Services Inc	Building RSF1
33404	\$79.10	FedEx	Shipping Service
33405	\$3,165.74	Fire ETC Inc	Safety Clothing (Protective), Boots, Equipment
33406	\$1,905.00	Fitch Law Firm Inc	Legal Services
33407	\$388.92	Form-Craft Business Systems, Inc.	Office Supplies
33408	\$539.81	Geiger	Public Education Material
33409	\$66.63	Griffin Hardware Co.	Station Maintenance - RSF
33410	\$4,469.68	Guardian Life Insurance Co	Medical Insurance
33411	\$48.50	Henley Pacific LA LLC (Valvoline)	Scheduled - ID 1681
33412	\$195.14	Konica Minolta Business Inc	Copier Maintenance Contract
33413	\$875.60	Life-Assist Inc	CSA-17 Contract
33414	\$8.60	Napa Auto Parts Inc	Apparatus: Parts & Supplies
33415	\$4,004.09	North County EVS Inc	Apparatus Scheduled & Repairs
33416	\$2,061.08	Olivenhain Municipal Water District	Water RSF
33417	\$3,934.52	Parkhouse Tire, Inc.	Apparatus: Tires & Tubes
33418	\$220.00	Power Plus!	Elec/Gas/Propane RSF5
33419	\$2,000.00	Pun Group	Accounting-Audit Services
33420	\$2,795.00	R.E. Badger & Son, Inc.	Weed Abate Contractor Expense
33421	\$112.99	Rincon Del Diablo Municipal Water District	Water RSF5
33422	\$90.00	RSF Mail Delivery Solutions	Mail Delivery Service
33423	\$3,233.48	SC Commercial LLC	Fuel: Gasoline & Diesel
33424	\$13,223.96	SDG&E	Elec/Gas/Propane RSF

## Rancho Santa Fe Fire Protection District

## List of Demands- Nov 2020

33425	\$40.00	State Fire Training	Permit: Certification
33426	\$80.00	State Fire Training	Permit: Certification
33427	\$139.00	Terminix International	Building RSF, Admin
33428	\$1,755.66	ThyssenKrupp Elevator Inc	Elevator Service
33429	\$550.89	TPX	Telephone ADMIN
33430	\$34.90	U P S	Shipping Service
33431	\$1,178.07	Uniforms Plus	Uniforms: Safety Personnel
33432	\$323.18	United Imaging	Office Supplies
33433	\$302.63	United Site Services	Sewer RSF6
33434	\$2,718.19	Waste Management Inc	Trash RSF
33435	\$82.92	Western State Design Inc	Station Maintenance - RSF5
33436	\$288.75	Willis, Erwin L.	Computer Equipment/Parts
33437	\$6,950.00	WinTech Computer Services	Consulting Services
33438	\$56.52	AT&T	Telephone RSF1
33439	\$65.11	AT&T	Telephone RSF2
33440	\$53.83	AT&T	Telephone RSF3
33441	\$2,370.00	Cielo Village Partners LP	Cielo HOA Fees
33442	\$1,343.09	Endeavor Bank	RSF5 Station Design/Build
33443	\$25,518.72	Erickson-Hall Const Co Inc	RSF5 Station Design/Build
33444	\$936.50	Global Door & Gate Inc.	Building RSF4
33445	\$18.31	Griffin Hardware Co.	Station Maintenance - RSF3
33446	\$116.25	Henley Pacific LA LLC (Valvoline)	Scheduled - ID 2081
33447	\$747.20	Lincoln National Life Ins Co	Life Insurance/EAP
33448	\$1,090.91	SC Commercial LLC	Fuel: Gasoline & Diesel
33449	\$50.00	SDCFCA	Association Dues
33450	\$17.45	U P S	Shipping Service
33451	\$1,296.00	Western State Design Inc	Station Maintenance - RSF5
EFT000000000664	\$225.00	Canfield, Sean	CSA-17 Contract
EFT000000000667	\$225.00	Benz, Curtis	CSA-17 Contract
MISC	\$1,886.10	Various	Medical Reimbursement
<b>Subtotal</b>	<b>\$194,010.82</b>		

## Rancho Santa Fe Fire Protection District

ACH Transfer	\$170,173.64	CalPERS
ACH Transfer	<u>\$69,206.64</u>	CalPERS
<b>Subtotal</b>	<b>\$239,380.28</b>	

11/14/2020	170,452.61	RSFFPD
11/15/2020	456,145.38	RSFFPD
11/30/2020	<u>385,449.27</u>	RSFFPD
<b>Subtotal</b>	<b>\$1,012,047.26</b>	

<b>Total</b>	<b><u>\$1,445,438.36</u></b>	
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## List of Demands- Nov 2020

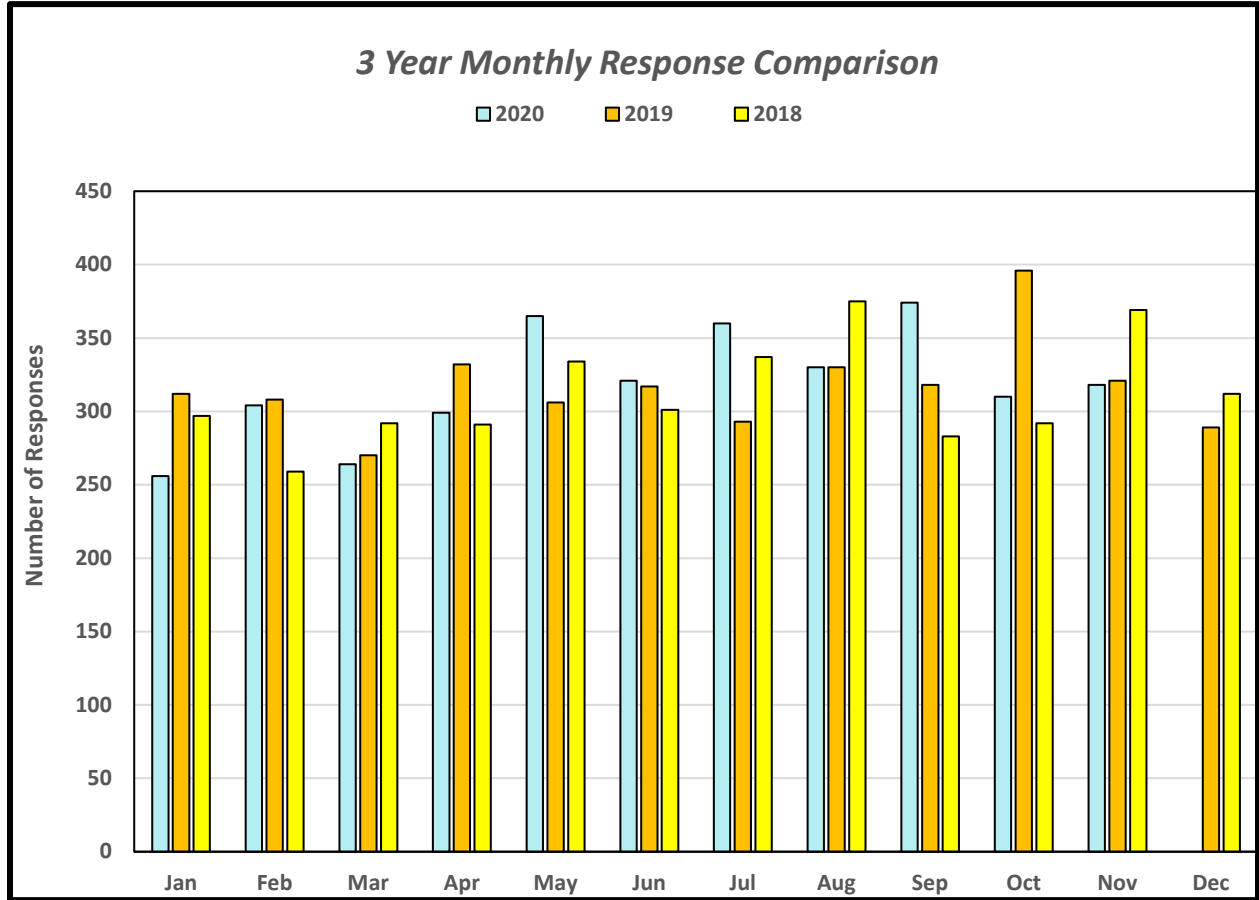
CALPERS- Oct 2020 Ret  
CALPERS- Dec 2020 Health

Holiday & Comp  
Payroll  
Payroll



# Rancho Santa Fe Fire Protection District Operations Report

## November 2020 Incident Reporting



### 3 Year Call Volume Tracker:

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD Responses	
2020	Responses	256	304	264	299	365	321	360	330	374	310	318		3501
	YTD	256	560	824	1123	1488	1809	2169	2499	2873	3183	3501		0.06%
2019	Responses	312	308	270	332	306	317	293	330	318	396	321	289	3,792
	YTD	312	620	890	1222	1528	1845	2138	2468	2786	3182	3503	3792	1.34%
2018	Responses	297	259	292	291	334	301	337	375	283	292	369	312	3,742
	YTD	297	556	848	1139	1473	1774	2111	2486	2769	3061	3430	3742	4.53%





# Rancho Santa Fe Fire Protection District Operations Report

## November 2020 Incident Reporting

### Monthly Incident Call Type:

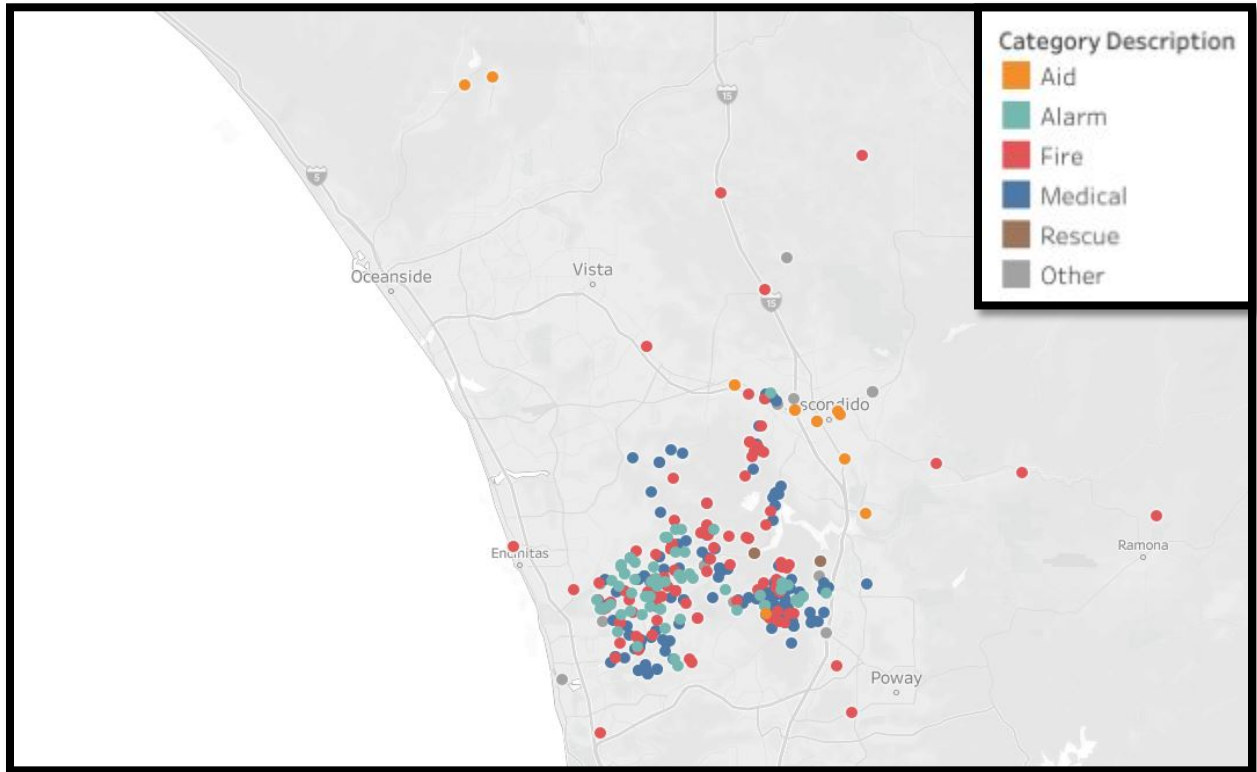
Summary: Number of Incidents by Problem for:  
**RANCHO SANTA FE FPD**

Problem Codes	Category ..	Time Assigned		
		Incidents/R...	% of Total I..	% Differenc..
		2020	2020	2020
11-44 / POSS DEATH	Medical	2.0	0.63%	0.00%
ABDOMINAL PAIN	Medical	3.0	0.94%	0.00%
ALLERGIES (REACTIONS)	Medical	3.0	0.94%	0.00%
ASSAULT	Medical	2.0	0.63%	0.00%
BACK PAIN (NON-TRAUM..	Medical	1.0	0.31%	0.00%
BREATHING PROBLEMS	Medical	13.0	4.09%	0.00%
CARBON MONIX ALARM	Fire	1.0	0.31%	0.00%
CHEST PAIN	Medical	10.0	3.14%	0.00%
CHOKING	Medical	1.0	0.31%	0.00%
CONVULSIONS	Medical	1.0	0.31%	0.00%
CPR	Medical	1.0	0.31%	0.00%
DIABETIC PROBLEMS	Medical	2.0	0.63%	0.00%
ENVENOMATIONS (STING..	Medical	1.0	0.31%	0.00%
FAINTING SPELLS	Medical	8.0	2.52%	0.00%
FALL - FROM HEIGHT	Medical	2.0	0.63%	0.00%
FALL - NOT HEIGHT	Medical	31.0	9.75%	0.00%
FIRE - OTHER	Fire	2.0	0.63%	0.00%
FIRE ALARM - COMM	Alarm	2.0	0.63%	0.00%
FIRE ALARM - RES	Alarm	42.0	13.21%	0.00%
FIRE ALARM PROBLEM	Fire	4.0	1.26%	0.00%
HEART PROBLEMS	Medical	2.0	0.63%	0.00%
HEMORRHAGE	Medical	4.0	1.26%	0.00%
HYDRANT LEAKING	Fire	1.0	0.31%	0.00%
INVESTIGATION - FD	Fire	1.0	0.31%	0.00%
LACERATION	Medical	1.0	0.31%	0.00%
LIFT ASSIST	Fire	7.0	2.20%	0.00%
MEDICAL AID	Medical	17.0	5.35%	0.00%
MEDICAL ALARM	Alarm	3.0	0.94%	0.00%
MOVE-UP	Other	1.0	0.31%	0.00%
NAT GAS LN BRK - INSIDE ..	Fire	1.0	0.31%	0.00%
NAT GAS LN BRK - OUTSIDE	Fire	3.0	0.94%	0.00%
NAT GAS ODOR	Fire	3.0	0.94%	0.00%
NON-BREATHER	Medical	2.0	0.63%	0.00%
ODOR INVESTIGATION	Fire	3.0	0.94%	0.00%
OVEN FIRE	Fire	1.0	0.31%	0.00%
OVERDOSE	Medical	1.0	0.31%	0.00%
PERSON DOWN	Medical	2.0	0.63%	0.00%
PLANE CRASH	Other	1.0	0.31%	0.00%
POISONING (INGESTION)	Medical	1.0	0.31%	0.00%
PROPANE TANK LEAK	Fire	1.0	0.31%	0.00%
PUBLIC SERVICE	Fire	2.0	0.63%	0.00%
RESCUE - OTHER	Rescue	1.0	0.31%	0.00%
RESCUE - TC	Medical	8.0	2.52%	0.00%
RESCUE - TC EXPANDED	Other	2.0	0.63%	0.00%
SEIZURE	Medical	5.0	1.57%	0.00%
SICK PERSON (SPEC DIAG)	Medical	21.0	6.60%	0.00%
SMOKE CHECK	Fire	4.0	1.26%	0.00%
SNAKE REMOVAL	Fire	5.0	1.57%	0.00%
STROKE (CVA)	Medical	5.0	1.57%	0.00%
STRUCTURE FIRE - APT / C..	Fire	1.0	0.31%	0.00%
STRUCTURE FIRE - COMM	Fire	1.0	0.31%	0.00%
STRUCTURE FIRE - HIGH-..	Other	1.0	0.31%	0.00%
STRUCTURE FIRE - RES	Fire	5.0	1.57%	0.00%
SUICIDE ATTEMPT	Medical	7.0	2.20%	0.00%
TC	Medical	20.0	6.29%	0.00%
TC - VEH VS PED	Medical	1.0	0.31%	0.00%
TRAUMATIC INJURIES	Medical	9.0	2.83%	0.00%
TREE DOWN	Fire	6.0	1.89%	0.00%
TREE FIRE	Fire	1.0	0.31%	0.00%
UNCONSCIOUS	Medical	6.0	1.89%	0.00%
UNKNOWN PROBLEM	Medical	2.0	0.63%	0.00%
VEGETATION FIRE	Fire	3.0	0.94%	0.00%
VEHICLE FIRE	Other	1.0	0.31%	0.00%
WALK IN / UP MEDICAL AID	Other	3.0	0.94%	0.00%
WATER PROB - FD	Fire	5.0	1.57%	0.00%
WIRES DOWN	Fire	3.0	0.94%	0.00%
WORKING STRUC. RES	Fire	2.0	0.63%	0.00%
<b>Grand Total</b>		<b>318.0</b>	<b>100.00%</b>	<b>0.00%</b>

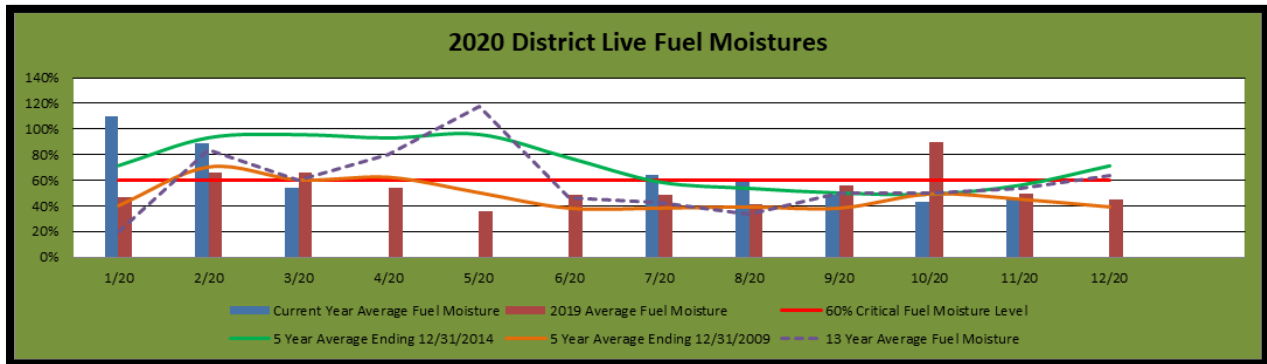


# Rancho Santa Fe Fire Protection District Operations Report November 2020 Incident Reporting

## Monthly Incident Map:

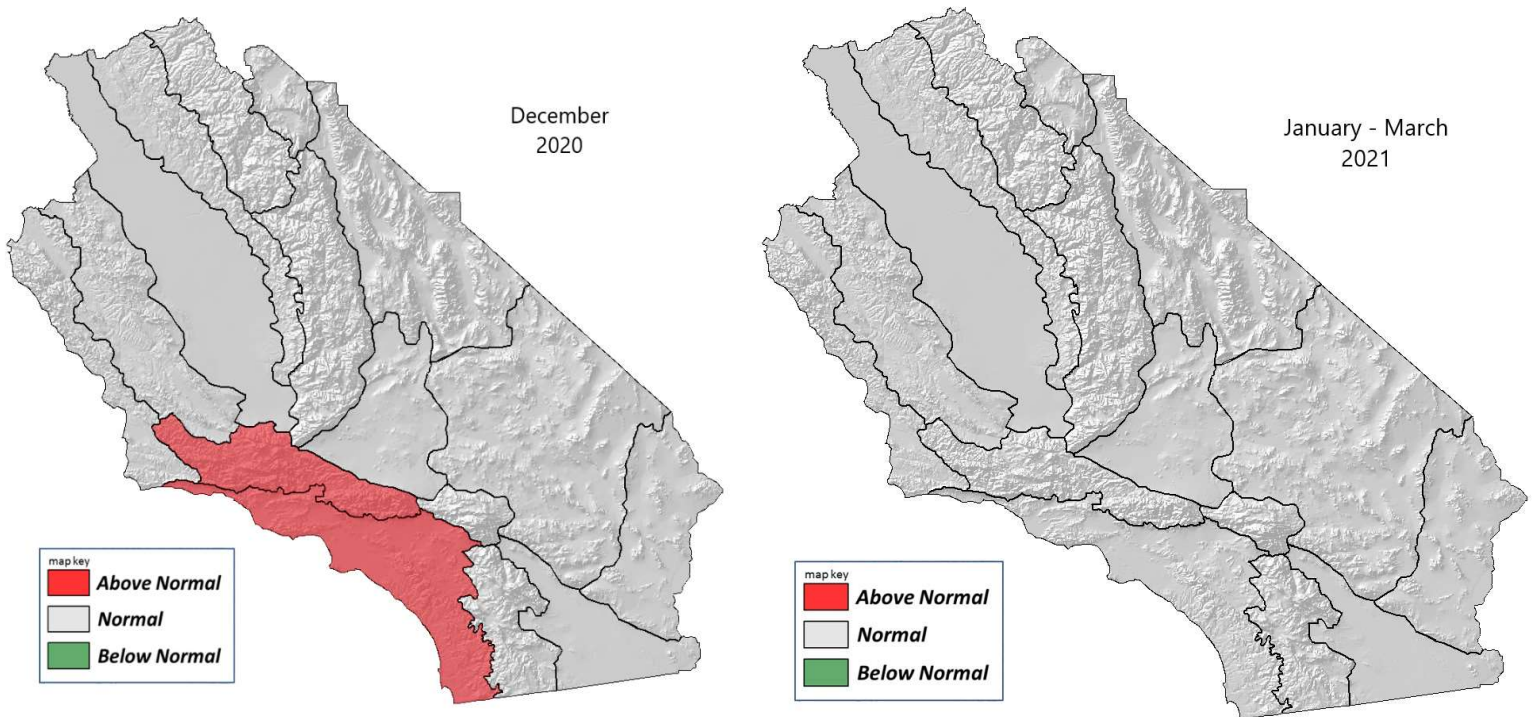


## Monthly Fuel Moisture:



## Significant Incidents:

Date	Incident Type	Units Assigned:
11/10/2020	Rescue Traffic Collision	E266, E265, E264, M264, M144, T141, B267, B141
11/10/2020	Structure Fire – Las Colinas	E261, E262, E263, E264, T235, T237, E237, B233, B261
11/13/2020	Silverado Fire – Orange County	Fire Line Medic
11/14/2020	EFF Trail Rescue - Leg Fracture	E266, E264, M264, B261



**\*Monthly Images will only be shown when there are changes**

## December 2020 - March 2021 South Ops Highlights

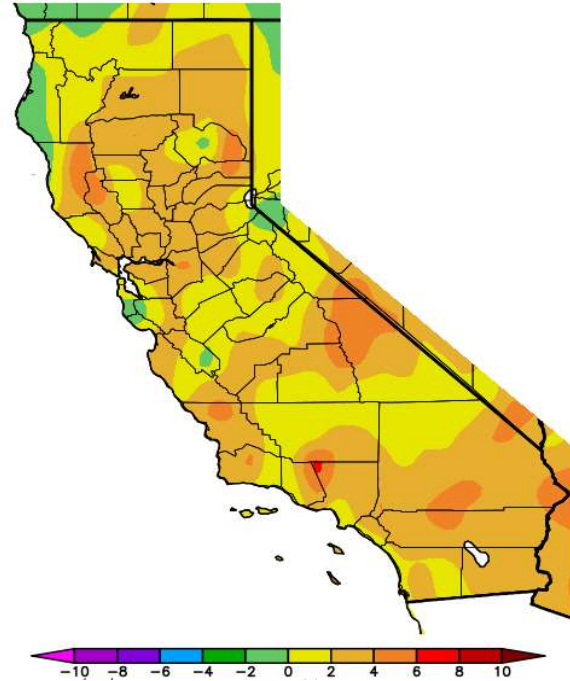
- Above normal offshore wind events in December then near normal offshore wind events from January through March.
- Well below normal rainfall in December then a little below normal rainfall from January through March.
- Temperatures well above normal in December then cooling to a little above normal from January through March.



## Weather Discussion

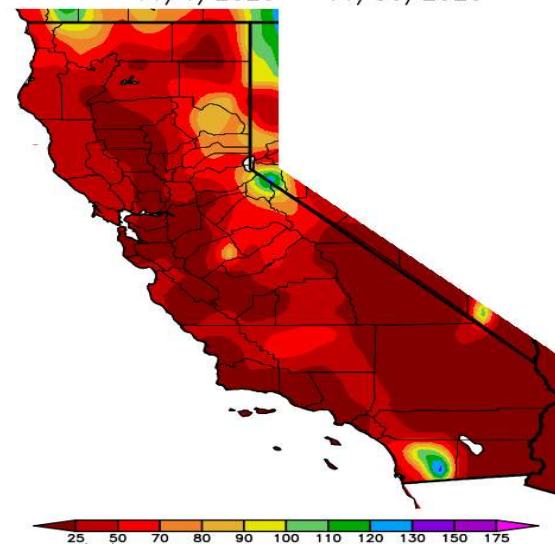
The weather pattern across Central and Southern California was progressive in November, with a series of Pacific troughs and ridges of high pressure moving into the region from the Pacific Ocean. A strong ridge of high pressure brought well above normal temperatures November 1<sup>st</sup> – November 5<sup>th</sup> and again from November 15<sup>th</sup> – November 16<sup>th</sup>. Temperatures were 10 to 20 degrees above normal during these periods and record daily high temperatures were set on November 4<sup>th</sup> – November 5<sup>th</sup> and again on November 16<sup>th</sup>. A couple of deep low-pressure areas dropped south from the Pacific Northwest bringing temperatures that were 15 to 25 degrees below normal from November 7<sup>th</sup> – November 8<sup>th</sup> and many low maximum temperatures were set during this period. The two areas of low pressure that moved across the region from the north brought scattered showers and thunderstorms to the entire region from November 7<sup>th</sup> – November 8<sup>th</sup>. Most of the Sierra along with their associated foothills and most mountain locations from San Bernardino County south to San Diego County received between a half inch and 2 inches of rainfall during this time. Elsewhere, most locations received less than a half inch of rainfall. The snow level was between 4,000 and 5,000 feet and most of the High Sierra and most of the higher elevations of San Bernardino and Riverside Counties received a foot of new snow. A couple of weak Pacific troughs brought scattered showers across Central California, mainly from a Monterey/Fresno County line northward, the evening of November 13<sup>th</sup> and again from the evening of November 17<sup>th</sup> through the afternoon of November 18<sup>th</sup>. Most Central California locations received less than a quarter inch of rainfall with each of these troughs. However, with the November 17<sup>th</sup> – November 18<sup>th</sup> trough, there was between a half inch and 2 inches of rainfall over the Central Sierra and its associated foothills along with the Big Sur Coast. Also, the snow level across the Sierra rose to between 7,000 and 8,000 feet with these two troughs. Overall, for most of the region, temperatures were a little above normal (**Fig 1**) and rainfall was well below normal in November (**Fig 2**). There was one strong Santa Ana wind event and two weak Santa Ana wind events this month. Offshore winds during the strong event were mainly 20 to 40 mph with gusts to 60 mph. Gusts up to 80 mph occurred over the windiest locations.

Av. Max. Temperature dep from Ave (deg F)  
11/1/2020 – 11/30/2020



**Fig 1: November 1st - November 30th Temperature (% of Ave.)**

Percent of Average Precipitation (%)  
11/1/2020 – 11/30/2020



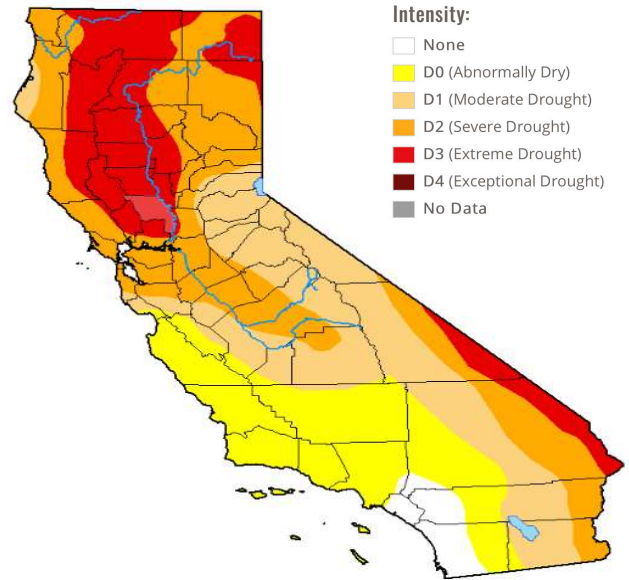
**Fig 2: November 1st - November 30th Precipitation (% of Ave.)**



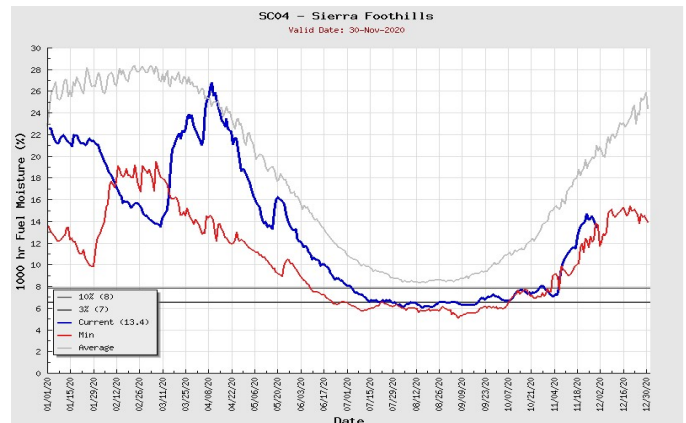


## Fuels Discussion

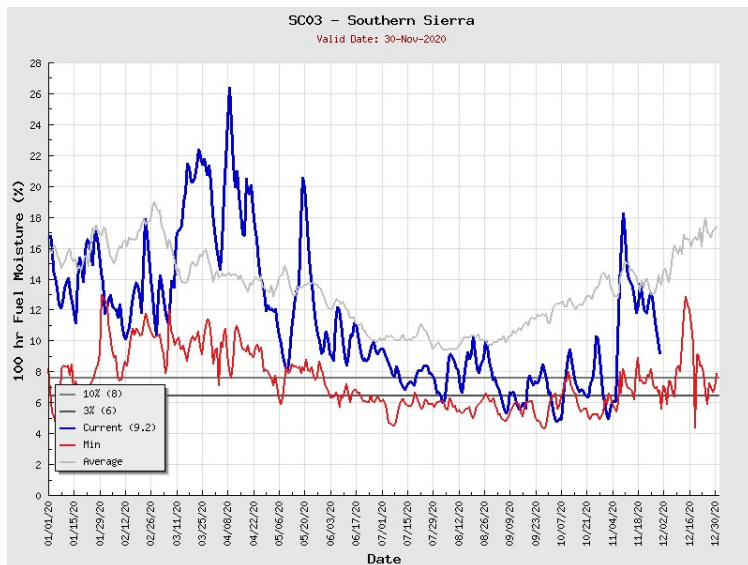
Drought is increasing across both Central and Southern California. The desert areas bordering Nevada and Arizona are now under severe to extreme drought and the northern part of the San Joaquin Valley is under severe drought. Abnormally dry conditions are now occurring from Monterey and San Benito Counties south through Los Angeles County where drought was absent before. The only locations with no drought are from Orange and southwestern San Bernardino Counties southward through San Diego County (Fig 3). There has been a significant increase in the 1000-hour dead fuel moisture in November and it is running between normal and the 10<sup>th</sup> percentile across most of the area (Fig 4). This increase is due to the widespread wetting rainfall that occurred from November 7<sup>th</sup> – November 8<sup>th</sup>. There has been a sharp decline in the 100-hour dead moisture at the end of this month due to very low humidity starting on Thanksgiving Day (Fig 5). The live fuel moisture has increased slightly, but it is still very low and mainly between 50% and 70% (Fig 6).



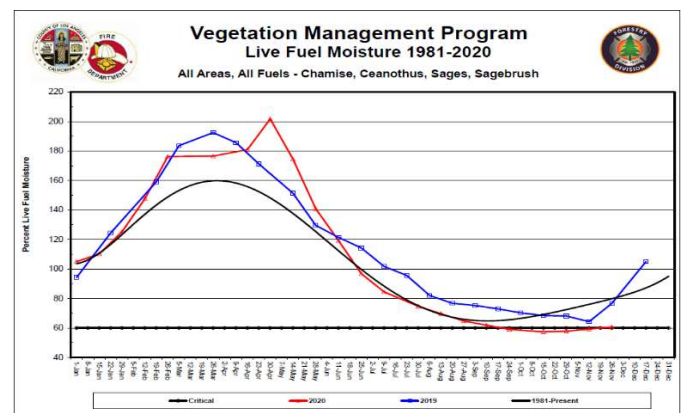
**Fig 3: Drought Monitor November 25th, 2020**



**Fig 4: Sierra Foothills 1000 hr Dead fuel moisture November 30th**



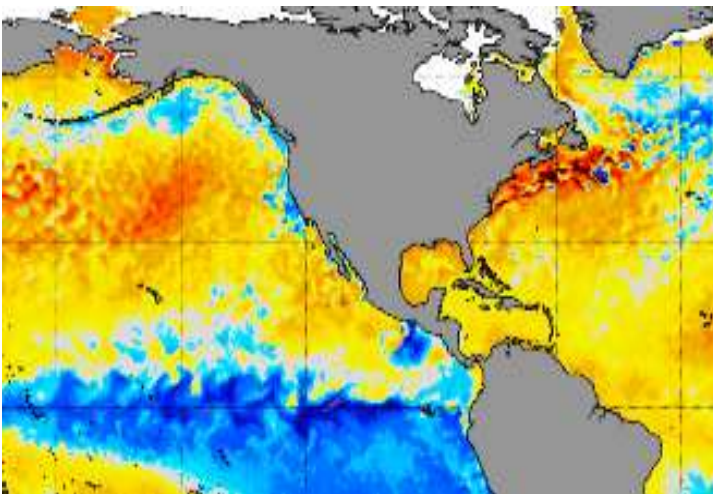
**Fig 5: Southern Sierra 100 hr Dead fuel moisture November 30th**



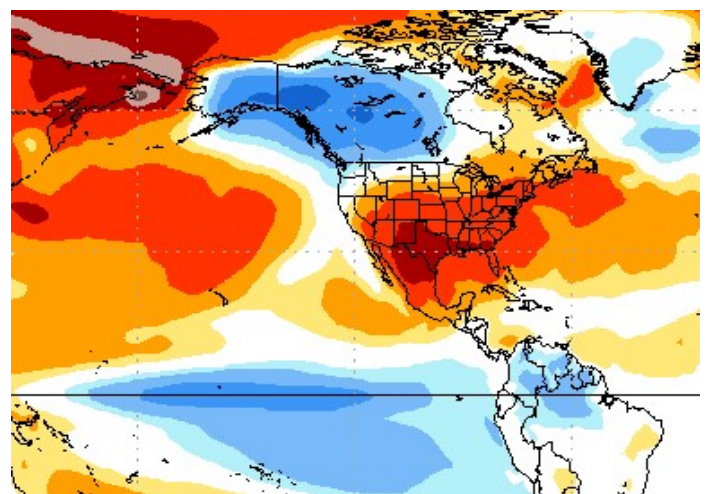
**Fig 6: LA County Live Fuel Moisture November 30th**

## **SOUTH OPS OUTLOOK**

Just like November, the weather pattern will likely remain progressive from December through March. However, the main storm track will likely continue to be focused over the Pacific Northwest and Northern California in December as well above normal sea surface temperatures continue across the Gulf of Alaska and well below normal sea surface temperatures remain over the Equatorial Pacific (**Fig 7**). High pressure aloft will oscillate in the Eastern Pacific allowing a few areas of low pressure to drop down from the north when the high pressure migrates further to the west. Depending on their exact track, these low-pressure areas will either bring scattered cold showers to the area or strong offshore winds to Southern California. When the high pressure aloft is just off the California Coast, it will create well above normal temperatures regionwide and lighter offshore winds across Southern California. Wetter storms will be more likely during the winter months as the high pressure off the California Coast is expected to weaken. The high pressure will most likely weaken as computer models suggest sea surface temperatures in the Gulf of Alaska will cool and sea surface temperatures over the Equatorial Pacific will warm (**Fig 8**). Cured fine fuels along with little precipitation will allow for above normal large fire potential from southeastern Santa Barbara County southward to the lower elevations Orange and Riverside Counties in December during Santa Ana wind events. The higher elevations of San Bernardino and Riverside Counties as well as most of San Diego County have received enough rainfall for near normal large fire potential. Even though most of Central California received well below normal precipitation, their large fire potential will be near normal in December because this part of the region rarely receives strong winds combined with low humidity. The potential for large fire is expected to be near normal from January through March regionwide as heavier and more frequent periods of precipitation become more likely.



*Fig 7: Sea Surface Temperature Anomaly, November 30th, 2020*

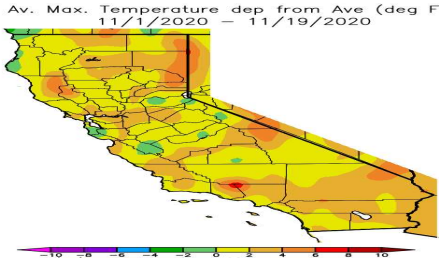


*Fig 8: Forecast Temperature Anomalies for December through March, November 30th, 2020*



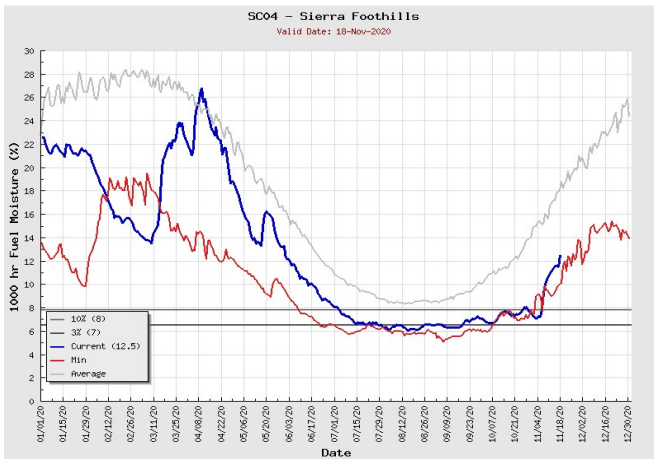


## Select Intel Links used in the forecast



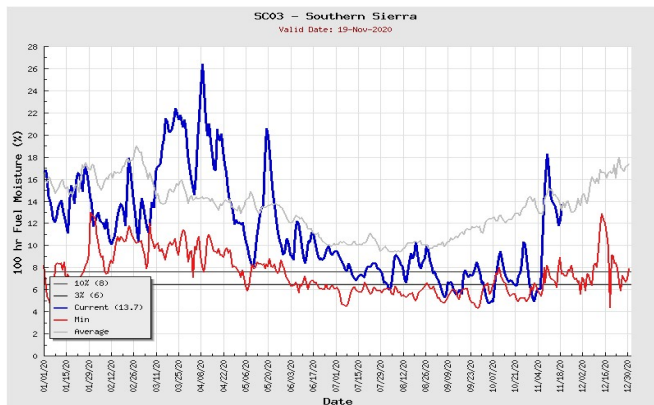
### Climate

- <https://calclim.dri.edu/pages/anommaps.htm>



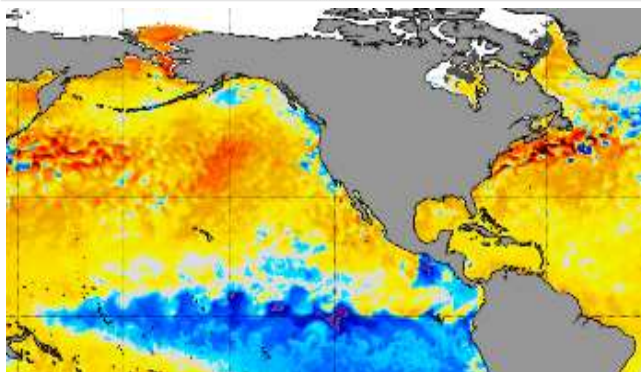
### 1000 hr dead fuel moisture

- <https://gacc.nifc.gov/oscc/fuelsFireDangerThousand.php>



### 100 hr dead fuel moisture

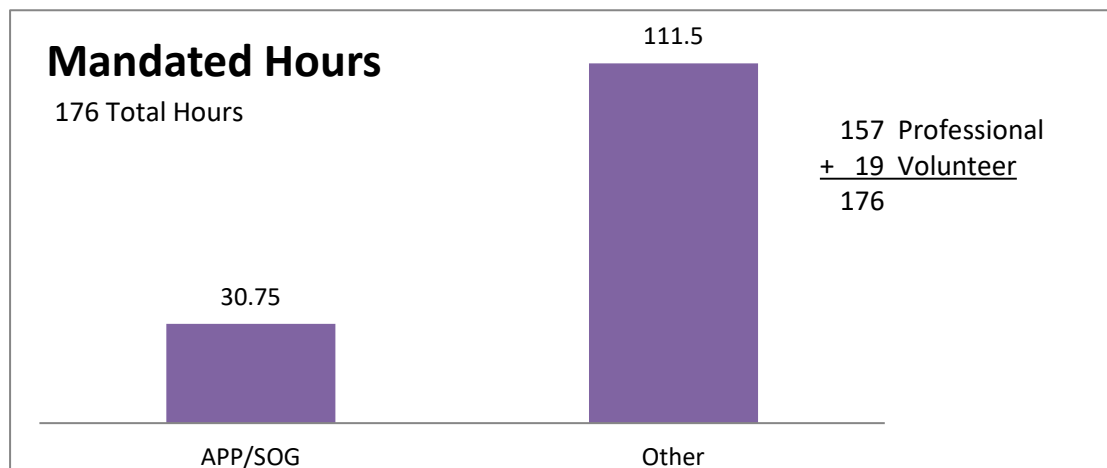
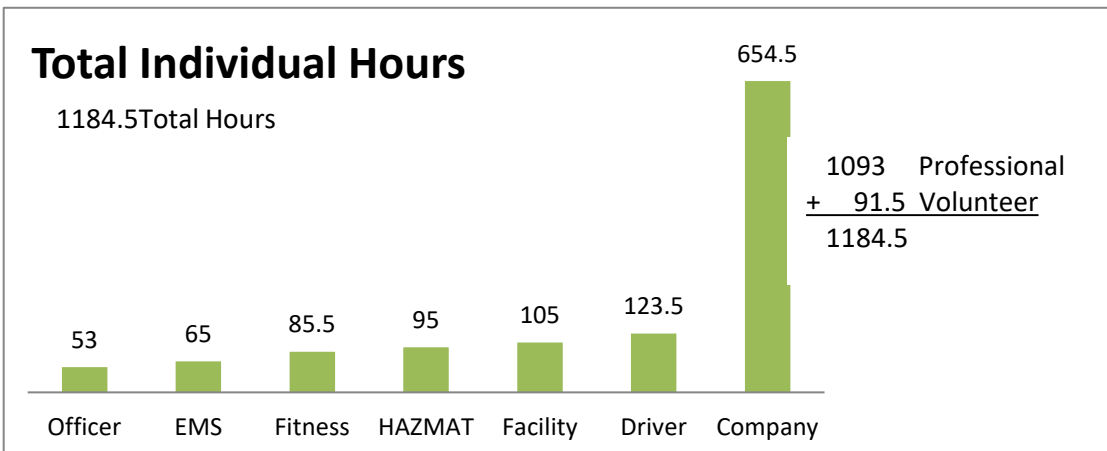
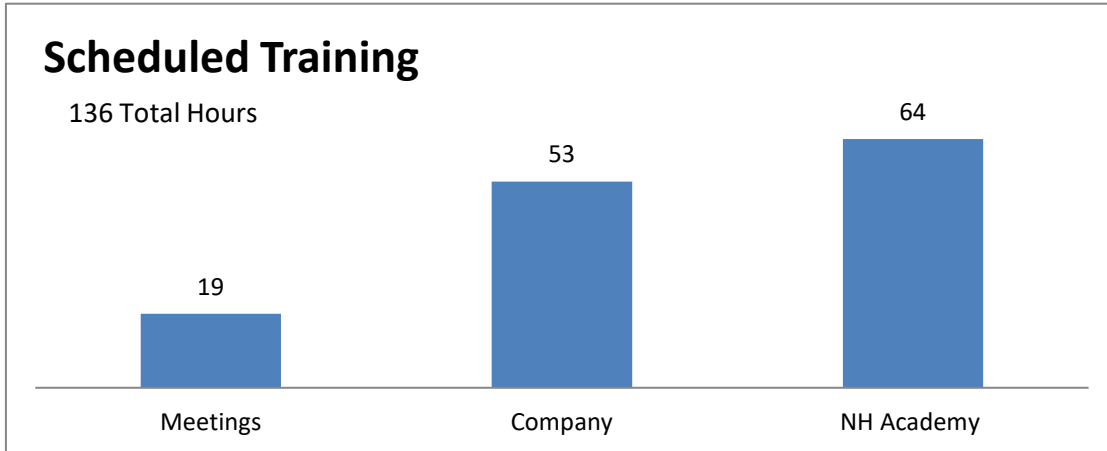
- <https://gacc.nifc.gov/oscc/fuelsFireDangerHundred.php>



### Current sea surface temperatures

- <https://www.ospo.noaa.gov/Products/ocean/sst/anomaly/>

# Training Division November 2020



See next page for description.



## Training Division - Descriptions

<b>Scheduled Training</b>		
<p>Training hours are planned annually. This is to maintain a well organized year and to help the firefighters be successful with the hours required by Federal, State, Local.</p>		
<b>Total Individual Hours - 6 Subjects</b>		
<b>Subject</b>	<b>Definition</b>	<b>Examples</b>
<b>Company</b>	Documentation of all Company Training that is not Driver, Officer, Haz-Mat, or Facility Training.	Aerial Ladder, Hose, Ladders, Physical Fitness, SCBA, Technical Rescue, Ventilation, etc.
<b>Driver</b>	This is for documenting Driver Training hours. Per ISO standards employees considered a "Driver" will be required to complete 12 hours of Driver Training annually. You can use this same form to record Driver Training hours for Non-Drivers and it will be counted towards Company Training.	Apparatus Inspections & Maintenance, Basic Hydraulics, Defensive Driving, Maps, Driving Heavy Vehicles, Etc.
<b>Facility</b>	This is live training conducted at an approved site. For the location to be approved it must have at least two acres on the property, a three story tower, and a burn facility. It is also important to note that the training must not just occur on the approved site, but the facility itself must be used. If your users are just sitting in a classroom at an approved site, this cannot count towards facility hours and the completion would need to be applied elsewhere. However, if the classroom portion was followed by utilization of the facility, the entire time could count towards Facility Training.	Company Evolutions, NFPA 1410 Driver/Operator, NFPA 1002 Fire Officer, NFPA 1021 Firefighter Skills, NFPA 1001 Hazardous Materials, NFPA 472 Live Fire, NFPA 1403 Other NFPA Fire Based Training
<b>HazMat</b>	This is for documenting Hazardous Materials Training hours. Per ISO standards all firefighters are required to complete 6 hours of Hazardous Materials Training annually.	DOT Guidebook Review, Decontamination Procedures, First Responder Operations, Etc.
<b>Officer</b>	Per ISO standards employees considered a "Officer" will be required to complete 12 hours of Officer Training annually. You can use this same form to record Officer Training hours for Non-Officers and it will be counted towards Company Training.	Dispatch, General Education, Meetings, Orientation, Exam, Management Principles, Personnel, Promotional, Public Relations, Etc.
<b>EMS</b>	EMS is not tracked or required by Insurance service Organization for Rating. EMS Continuing Education is tracked for recertification of Paramedics (48/2yrs) and EMT (24/2yrs). Through Emergency Service Medical Administration (EMSA).	Continuing Education and SIMS
<b>Mandated Hours</b>		
<p>Hours completed through an assignment on an online database (Target Solutions). Mandated assignments are required by either Federal, State, Local.</p>		

PLAN REVIEWS						
Plan Type	# of Reviews	Resubmittals	Staff Hours	# of Structures	Approved New SQFT (Mit Fees)	Total SQFT Reviewed
New Residential	2	3	-	3	19,535	19,535
Additions/Remodels	9	3	5	7	2,994	32,185
New Commercial	-	-	-	-	-	-
Commercial T.I.	5	-	-	-	-	3,695
Tents/Special Events	4	-	1	-	-	-
Rack Storage	-	-	-	-	-	-
Preliminary	12	4	9	3	-	3,777
Fire Suppression Systems	6	-	4	-	-	-
Alarms	-	-	-	-	-	-
Landscaping	24	3	-	-	-	-
Grading/Mylars/Improvement Plans	3	1	3	-	-	-
Underground	-	-	-	-	-	-
Hood System	2	-	-	-	-	-
Tanks	-	-	-	-	-	-
Cell Sites	1	-	-	-	-	-
DSS/CCL	1	-	-	-	-	-
DPLU	3	-	-	-	-	-
Solar Panels	-	-	-	-	-	-
High Piled Storage	-	-	-	-	-	-
High Hazard/Communications/Other	-	-	-	-	-	-
Spray Booth	-	-	-	-	-	-
<b>TOTAL</b>	<b>72</b>	<b>14</b>	<b>22</b>	<b>13</b>	<b>22,529</b>	<b>59,192</b>
<b>TOTAL PLAN REVIEWS:</b>		<b>86</b>				

REPORTS	
Fire Protection Plans	-
Technical Reports	-
<b>TOTAL</b>	

INSPECTIONS	
Inspection Type	# of Inspections
Alarms	-
Fire Supression Systems	21
Building Construction	30
Landscaping	12
Tent/Special Event	4
Gates/Knox	1
Site Visit	10
Technical Report/FPP	-
Underground	1
Annual Inspection	
Other	2
<b>TOTAL</b>	<b>81</b>

SPECIAL PROJECTS	
Project Type	# of Projects
Grants	1
GIS	-
Forms (Updates/New)	2
Project Research	3
Computer Programming/I.T.	
Emergency Response Support	-
Annual Mailer (Weed Abatement)	-
Board Report Formatting/ Design	-
Other	4
<b>TOTAL</b>	<b>10</b>

MEETINGS	
Meeting Type	# of Meetings
H.O.A	2
Staff	12
Board	1
On-Site Project Meetings	4
In-Office Project Meetings	6
Shift	-
Captain's	-
Weed Abatement	3
County	2
Code Development	-
Support/I.T. Development	-
San Diego County FPO's	3
Community Stakeholder Meetings	3
Other	4
<b>TOTAL</b>	<b>45</b>

TRAINING/EDUCATION	
Class Name	Dates
Updates to High Pile Combustible Storage Chief Officer 3A: Human Resources Management	11/18/2020 11/2-11/4/2020
<b>TOTAL</b>	

PREVENTION / PUB ED	
Activity	Number
Phone Calls	395
Emails	2,870
<b>TOTAL</b>	<b>3,265</b>

<b>WEED ABATEMENT</b>	
<b>Activity</b>	<b># of Inspections</b>
Weed Abatement Inspection	141
Weed Abatement Reinspection	13
1st Notice	21
Final Notice	44
Posting	15
Notices Printed	188
Forced Abatement	262
<b>TOTAL</b>	<b>684</b>

<b>ADMINISTRATIVE SERVICES/OFFICE SUPPORT</b>	
<b>Activity</b>	<b># Completed</b>
Phone Calls	471
Correspondence	1,577
Walk in/Counter	143
Knox Application Request	4
Burn Permits	2
Plan Accepted/Routed	101
Special Projects	3
Scanning Documents/Electronic Files	222
Meetings: Admin/Prevention/Shift	6
Post Office Runs	-
Deposit Runs/Preparations	3
<b>TOTAL</b>	<b>2,532</b>

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# STAFF REPORT

20-26

TO: BOARD OF DIRECTORS  
FROM: ALICEA CACCAVO, MANAGER, FINANCE & ADMINISTRATION  
SUBJECT: RESOLUTION FOR SERVICE RETIREMENT BENEFITS FOR CAPTAIN  
DALE E. MOSBY  
DATE: DECEMBER 10, 2020

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## RECOMMENDATION

Staff recommends the Board of Directors review, approve and adopt Resolution No. 2020-XX, authorizing the balances of a) sick leave conversion 2:1, and b) the medical reimbursement account to be deposited into Dale E. Mosby's Retirement Health Savings Account (RHSA) account with VEBA Trust.

## BACKGROUND

Captain Dale E. Mosby began his career with the District on April 27, 1990. On November 16, 2020, the District was notified that Fire Captain Dale E. Mosby passed away on this date. As a 30+ year employee, he had been planning his service retirement through conversations with his fellow co-workers and the administrative staff. Had he not passed, he would have been eligible for an additional benefit, a deposit to his Retirement Health Savings Account at retirement.

The current Memorandum of Understanding with the RSF Professional Firefighters Association – Local 4349 dated January 1, 2017 includes the following language identifying the process for sick leave balances and Retirement Health Savings Account benefits upon separation or retirement of an employee. This language is not inclusive of the scenario in which an employee passes prior to retirement; it instead only refers to separation or retirement from employment.

### ARTICLE XIX RETIREMENT HEALTH SAVINGS ACCOUNT

19.01 All Employees covered by this agreement shall be required to participate in a District Administered Retirement Health Savings Account (RHSA). The following terms apply:

- a) A monetary contribution will be made by the District in the amount of \$100 per employee per month.
- b) The value of any unused medical reimbursement shall be transferred at the end of each calendar and fiscal year to the employee's RHSA (contributed twice a year).

### ARTICLE XX SICK LEAVE

20.06 At retirement, unused sick leave shall be converted as follows:

- a) All unused sick leave hours will be reported to CalPERS for additional service credit, if applicable; and
- b) The employee must convert unused sick leave hours to an employee's RHSA at a ratio of 2:1. A minimum of 500 sick leave hours is required to be eligible for this option. The RHSA contribution shall be calculated at the straight time rate, and shall not exceed the value of 40 shifts.

Staff is requesting that the Board of Directors consider acknowledging Captain Mosby's service to the District by transferring monies that would be due to him, as if he had retired from the District.

The financial impact is planned within the approved budget. The calculation is as follows:

<b>Sick Hours</b>	<b>Ratio 2:1</b>	<b>Mo. Pay</b>	<b>Hourly Rate</b>	<b>Balances</b>
925.77	462.885	\$9,850.00	\$ 39.53	\$ 18,298.66
				<b>Medical Reimbursement Balance</b>
				<u>\$ 11,042.64</u>
			Total	<u>\$ 29,341.30</u>

Please note that the District did prepare a final check for Captain Mosby which included all wages and vacation leave amounts due.

## **RESOLUTION No. 2020-17**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE RANCHO SANTA FE FIRE PROTECTION DISTRICT APPROVE SERVICE RETIREMENT BENEFITS FOR CAPTAIN DALE E. MOSBY

**WHEREAS**, the Rancho Santa Fe Fire Protection District (District) employed Fire Captain Dale E. Mosby from April 27, 1990 to November 16, 2020; and

**WHEREAS**, the District was notified on November 16, 2020 of Captain Mosby's passing; and

**WHEREAS**, Captain Mosby was a 30+ year employee, planning for a service retirement and would have been eligible for an additional benefit per the current Memorandum of Understanding (MOU) between the District and RSF Professional Firefighters Association – Local 4349 dated January 1, 2017 – December 31, 2020; and

**WHEREAS**, the Board of Directors has the opportunity to extend the same retirement benefit to Captain Mosby's beneficiary since he was retirement eligible and a 30+ year employee.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

The Manager, Finance & Administration is authorized to transfer to the Retirement Health Savings Account pursuant to the MOU the following:

- a. Article XVIII – Health Insurance: 100% of any unused premium – valued at \$11,042.64
- b. Article XIX – Retirement Health Savings Account – valued at \$18,298.66

**NOW, THEREFORE, BE IT FUTHER RESOLVED** that the Board of Directors of the Rancho Santa Fe Fire Protection District do hereby convey their deep appreciation, admiration and gratitude to Captain Dale E. Mosby, and commend him for his superior record of dedicated fire service and protection rendered to the residents of the Rancho Santa Fe Fire Protection District; and

On behalf of all members of the Rancho Santa Fe Fire Protection District extend our sincerest condolences to Jennifer, Olivia and Leo Mosby.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rancho Santa Fe Fire Protection District on December 16, 2020 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

[Signatures next page]



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JAMES H ASHCRAFT  
President

ATTEST:

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Karlana Rannals  
Secretary

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# STAFF REPORT

NO. 20-27

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**TO:** BOARD OF DIRECTORS  
**FROM:** KARLENA RANNALS, ADMINISTRATIVE MANAGER  
**SUBJECT:** DISTRICT REPRESENTATIVE; APPOINTMENTS  
**DATE:** DECEMBER 10, 2020

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## RECOMMENDATION

Review Board and committee assignments, select and appoint board and staff members as appropriate.

## BACKGROUND

After each general election, the District must select its officers (President, Vice president, and Secretary/Clerk). At the same meeting, the Board of Directors typically reviews their committee assignments.

## CURRENT SITUATION

The following Board members are assigned currently to the following boards or committees:

Board of Directors

North County Dispatch JPA – Jim Ashcraft (primary); Nancy C. Hillgren (alternate)

Advisory Board

County Service Area (CSA) – 17 – Nancy C. Hillgren (primary); Tucker Stine (alternate)

Ad Hoc Committee

Finance/Audit – Randy Malin, John Tanner

Staff Assigned: Karlena Rannals, Alicea Caccavo

Negotiations – Jim Ashcraft, Randy Malin

Staff Assigned: Dave McQuead, Alicea Caccavo