

MONTECITO FIRE PROTECTION DISTRICT

Agenda for the Regular Meeting of the Board of Directors

November 23, 2020 at 2:00 p.m.

The Regular meeting will be held via teleconference connection as permitted under the Governor's Executive Order N-29-20, dated March 17, 2020 due to concerns of COVID-19 ("Executive Order").

Members of the public will be able to observe the Regular meeting and provide public comments via Zoom: <https://zoom.us/j/96858886297>, or by calling 1-669-900-6833, meeting ID: 968 5888 6297. Any member of the public who would like to provide public input on an item listed on the agenda may utilize the "Raise Hand" feature through the Zoom App or enter "*9" if participating by telephone only. The host will be notified and you will be recognized to speak on the agenda item in the order such requests are received by the District.

Agenda items may be taken out of the order shown.

1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)
2. Report from the Fire Station Location Standing Committee. (Strategic Plan Goal 4)
 - a. Consider recommendation to receive and file the Preliminary Fire Station Location Presentation from AP Triton.
3. That the Board of Directors authorize the Fire Chief to enhance community input into the Fire Station Location Study through an online survey at a cost not to exceed \$10,242; \$5,242 to AP Triton to develop and administer the survey and \$5,000 for a direct mailer. (Strategic Plan Goal 4)
 - a. Staff report presented by Fire Chief Kevin Taylor.
4. Approval of Minutes of the October 26, 2020 Regular Meeting.
5. Approval of Minutes of the November 10, 2020 Special Meeting.
6. Fire Chief's report.
7. Board of Director's report.

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8. Suggestions from Directors for items other than regular agenda items to be included for the December 28, 2020 Regular Board meeting.

Adjournment

This agenda posted pursuant to the provisions of the Government Code commencing at Section 54950 and the Executive Order. The date of the posting is November 19, 2020.



Kevin Taylor, Fire Chief


Note: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at (805) 969-7762. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements. Board packets are available for public inspection during normal business hours at Montecito Fire Protection District Headquarters. Further, as required under the Executive Order the District will swiftly resolve any requests for a reasonable modification or accommodation from individuals with disabilities, consistent with the Americans with Disabilities Act and resolve any doubt whatsoever in favor of accessibility.

Agenda

Item #2



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: November 23, 2020
Topic: Fire Station Location Study Preliminary Report

Summary

The Carpinteria Summerland Fire Protection District and the Montecito Fire Protection District are working together on a Fire Station Location Study. Our consultant, AP Triton, has nearly completed the community risk assessment and standards of cover portions of the Fire Station Location Study.

Discussion

Our organizations are working together on a Fire Station Location Study. The goal of the study is to identify a mutually beneficial fire station location. The report consists of a community risk assessment and standards of cover report. AP Triton has nearly completed the community risk assessment and standards of cover report. They have also collected internal and external stakeholder input.

Kurt Latipow, Senior Project Manager/Division Lead, AP Triton, LLC provided the Fire Station Location Committee with a verbal update on the Fire Station Location Study on Friday, November 13, 2020. The preliminary report identified a potential area of the community for a mutually beneficial fire station.

Conclusion

Staff recommends that the Fire Station Location Committee receive and file the Preliminary Fire Station Location Presentation from AP Triton.

Attachments

1. AP Triton, LLC Preliminary Fire Station Location Presentation.

Strategic Plan Reference

1. Strategic Plan Goal #4, Deliver Exceptional Emergency Service to our Community.



Montecito FPD Carpinteria-Summerland FPD



FIRE STATION LOCATION COMMITTEE

Kurt Latipow

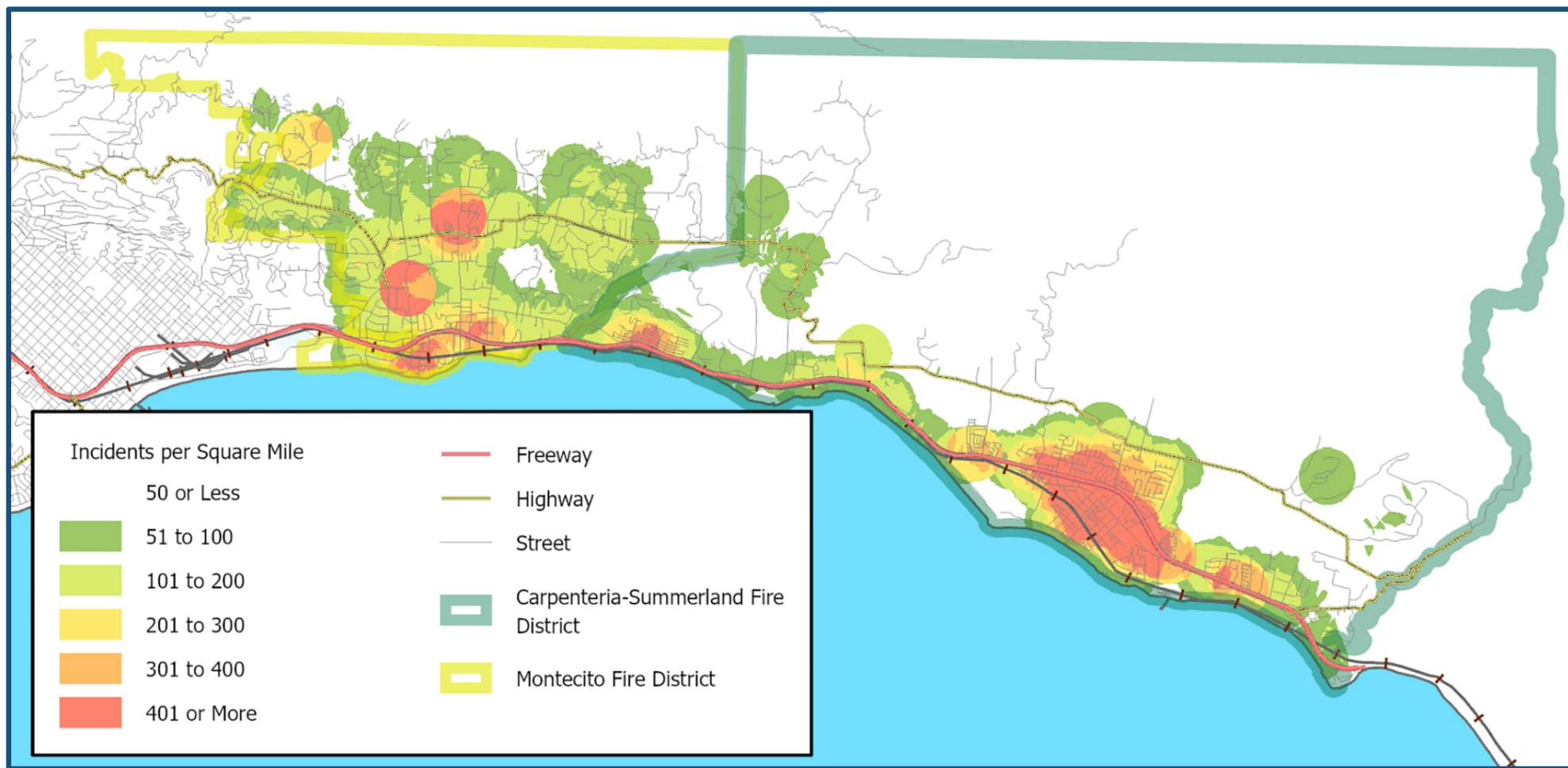
Senior Project Manager



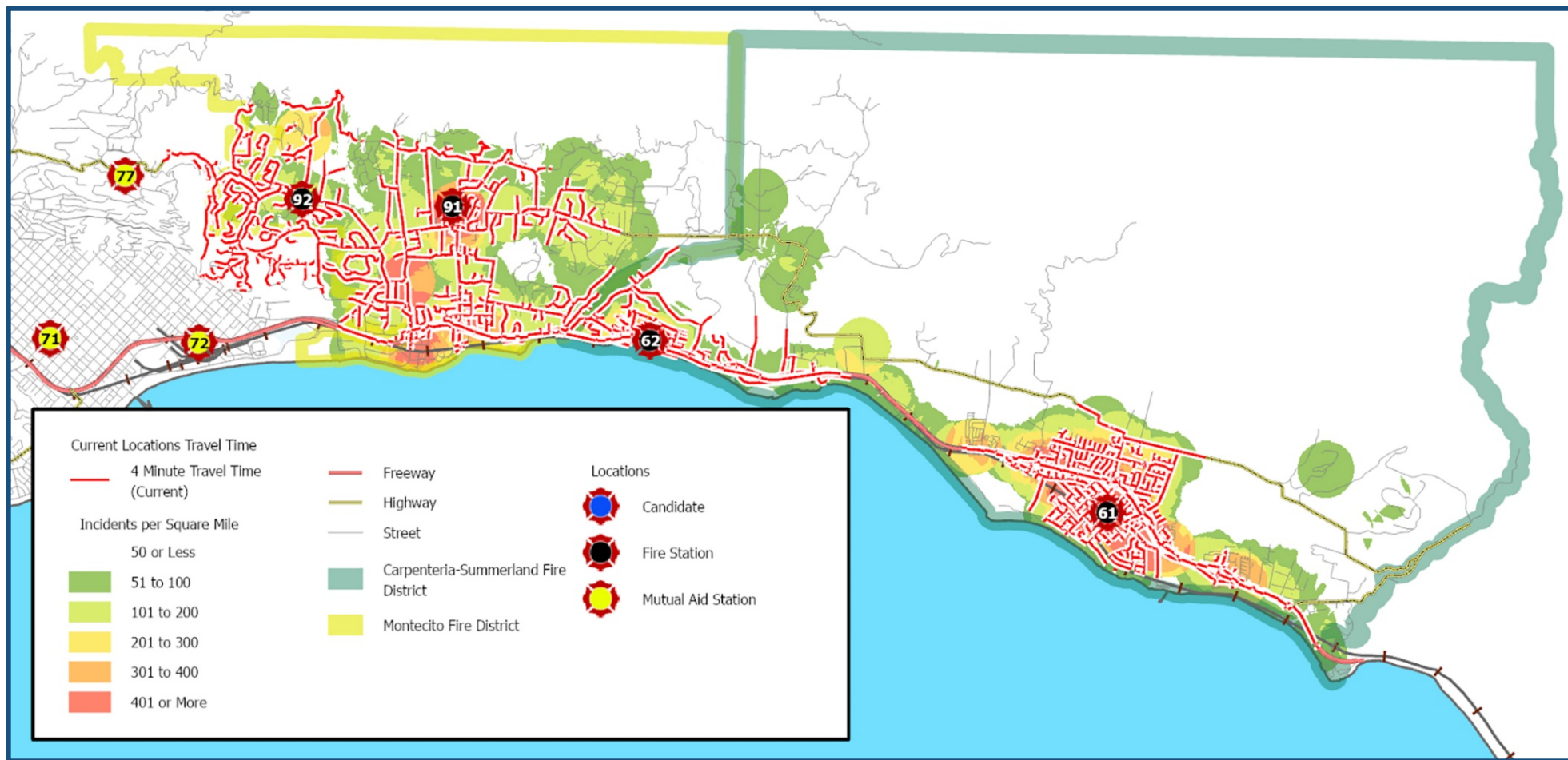
AP TRITON

VISION • INNOVATION • SOLUTIONS

Current Call Densities of the Districts



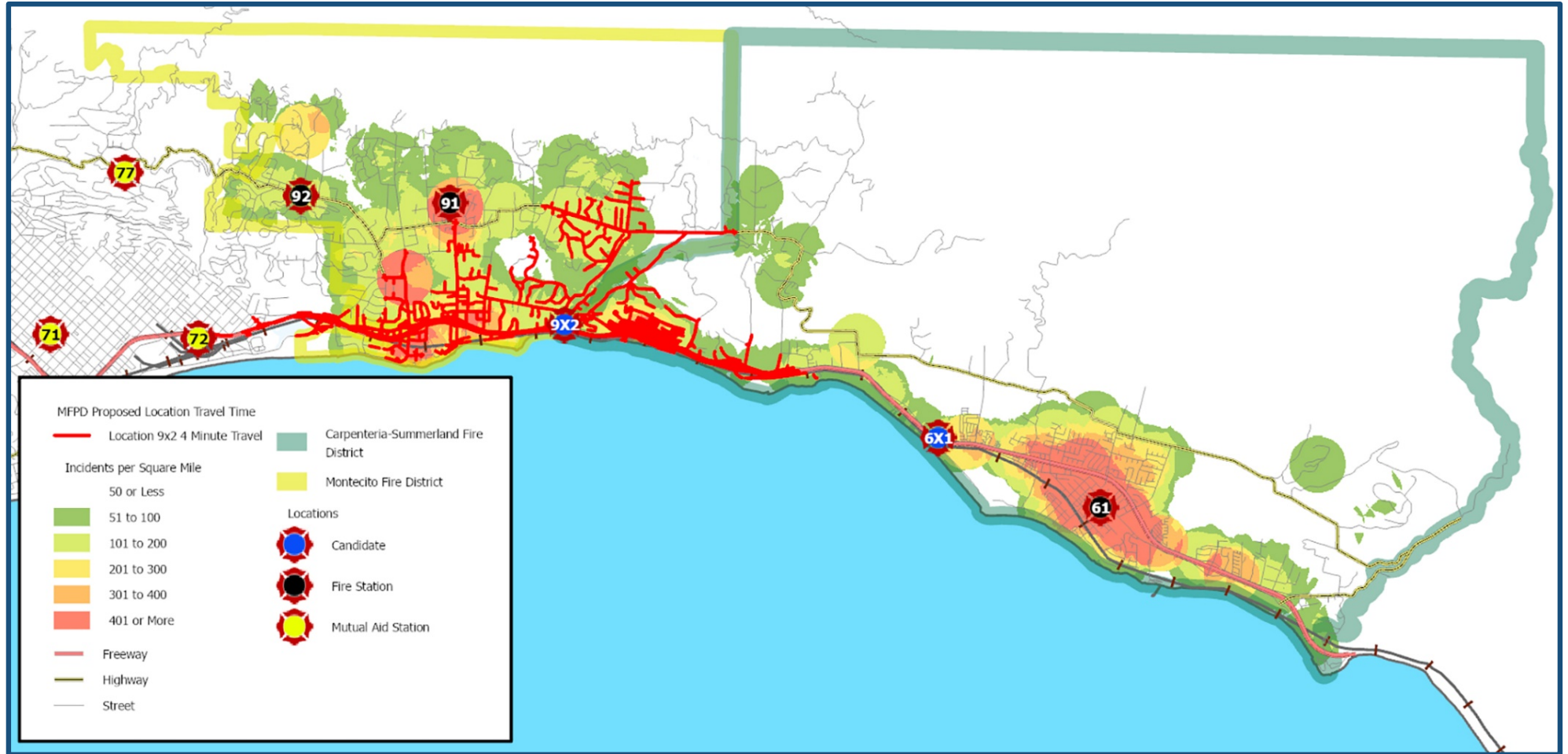
4-Minute Travel Times: Current Fire Stations



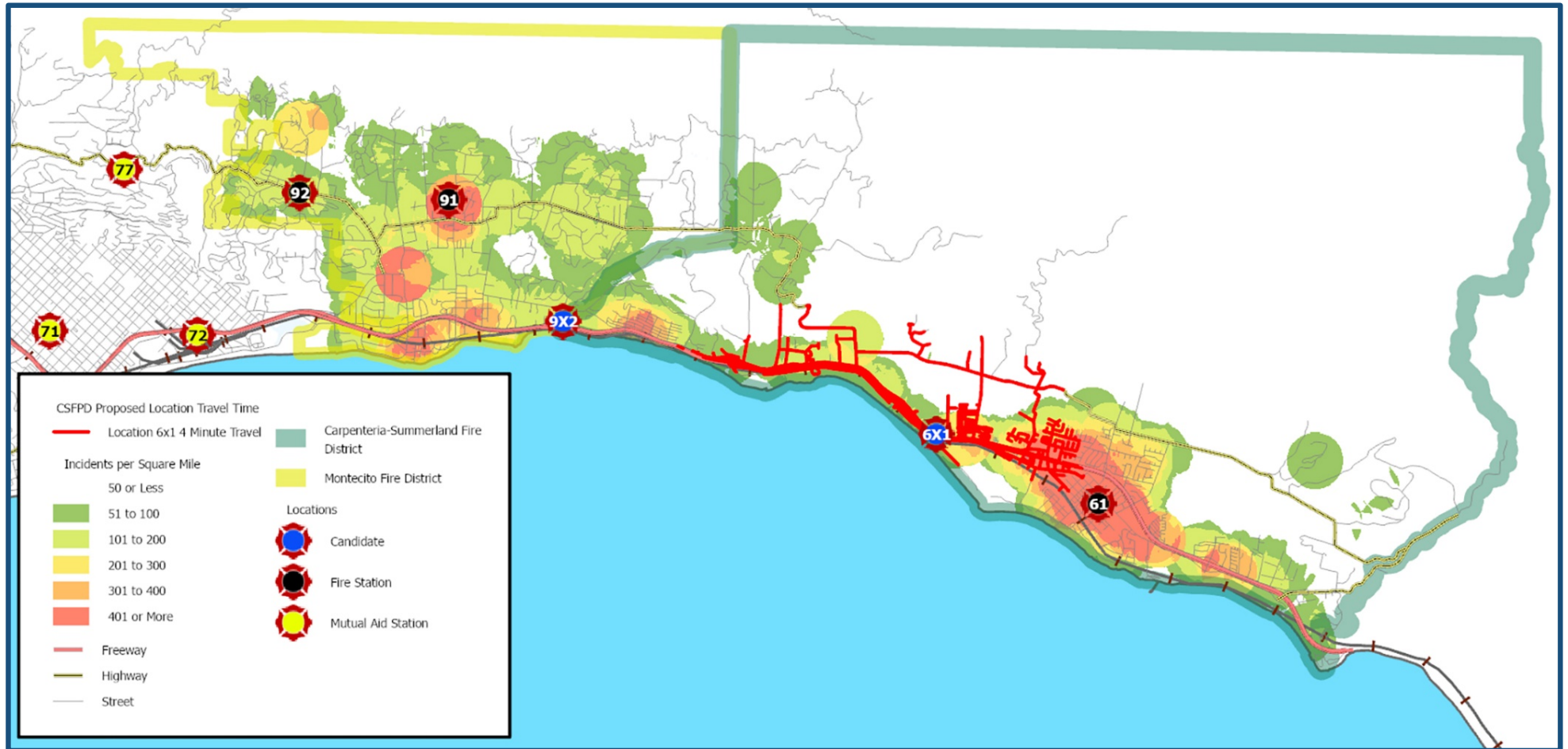
Proposed Via Real Station & New MFPD Station Including Incident Density



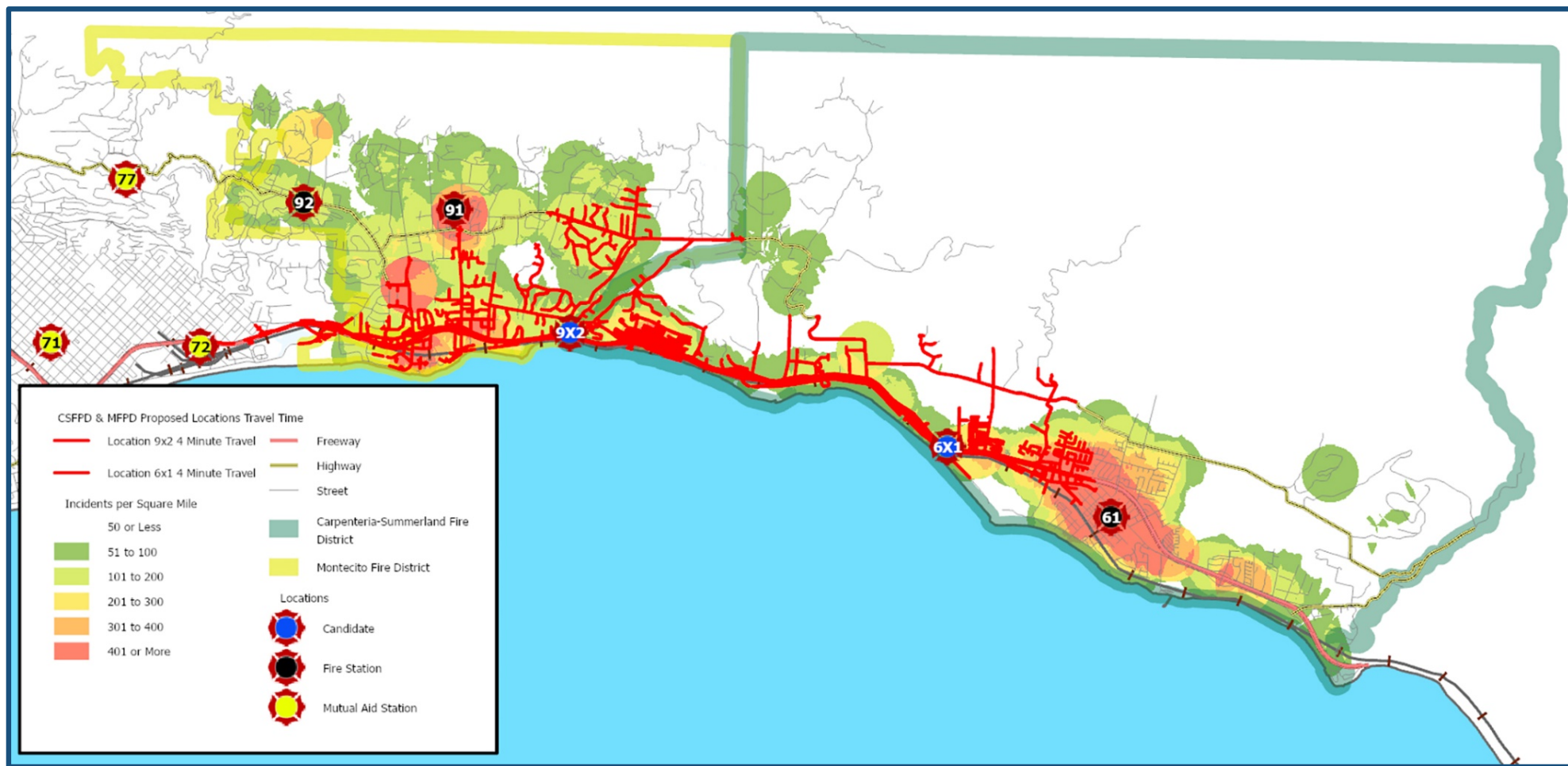
Incident Density with MFPD 4-Minute Travel Times



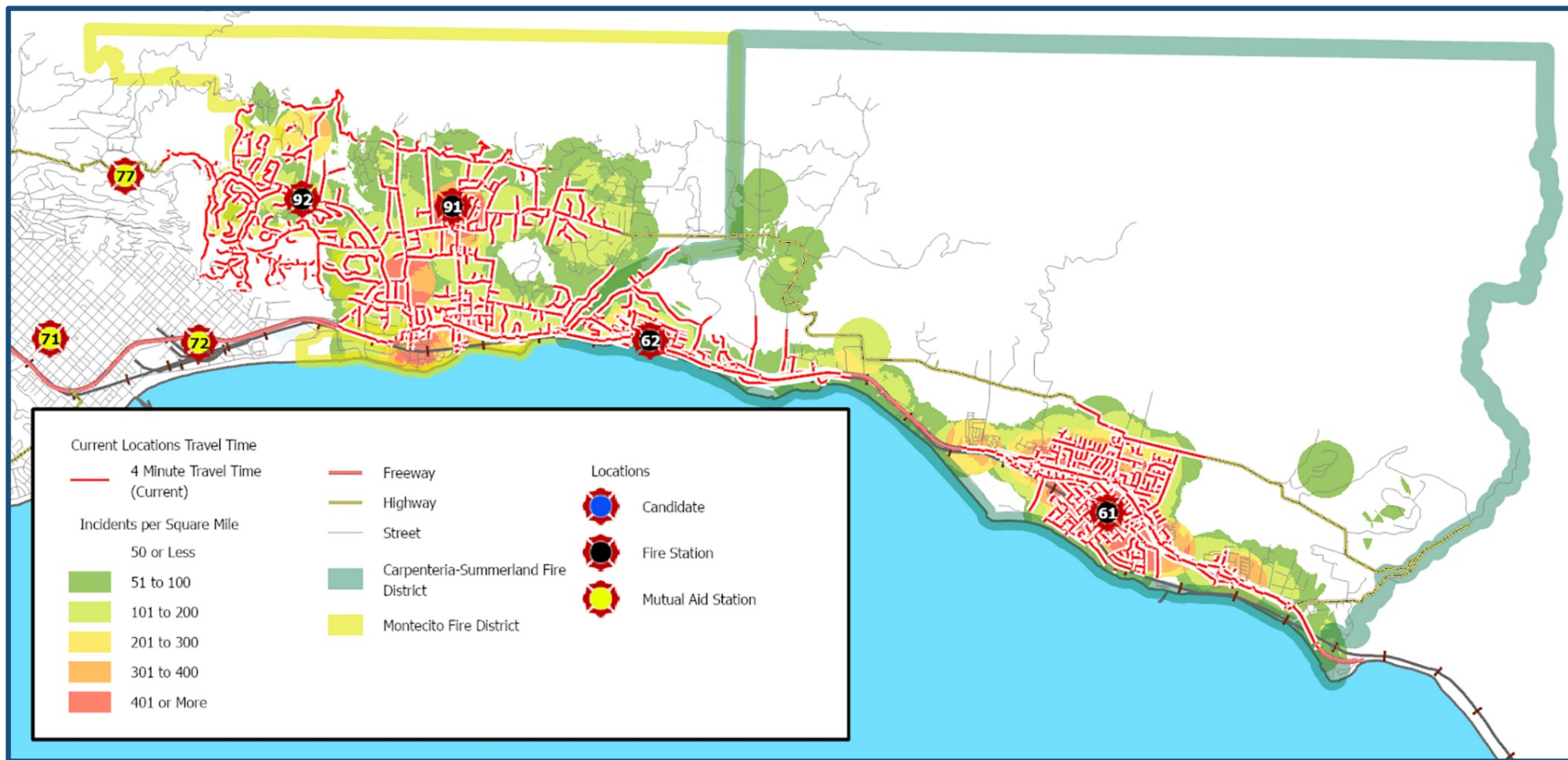
Incident Density with Proposed CSFPD Via Real 4-Minute Travel Times



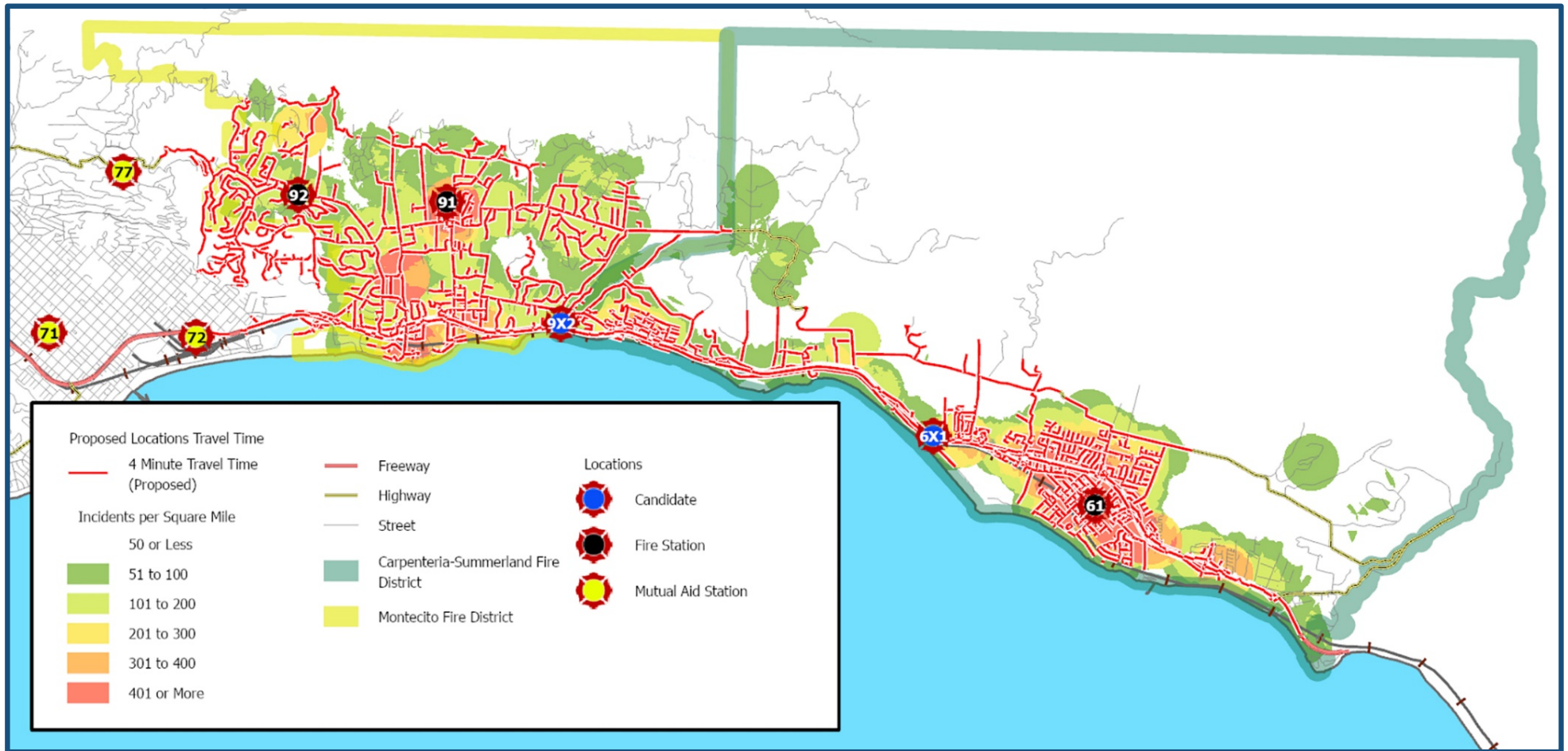
Combined 4-Minute Travel Times: Both Proposed Stations



4-Minute Travel Times: Current Fire Stations



4-Minute Travel Times: All Stations with New MFPD & Relocated CSFPD Station





Montecito FPD Carpinteria-Summerland FPD




Discussion

Agenda

Item #3



STAFF REPORT

To: Board of Directors
From: Kevin Taylor, Fire Chief 
Date: November 23, 2020
Topic: **Fire Station Location Study – Enhanced Community Input**

Summary

The Carpinteria Summerland Fire Protection District and the Montecito Fire Protection District are working together on a Fire Station Location Study. A critical component of the Study is community input.

Discussion

Given the importance of community member input into our community risk analysis and standards of cover study, consideration should be given to increasing the number of community member responses to our survey.

At this point of the Fire Station Location Study, we have received input from 35 community members. Nine community member inputs were collected during our Community Meeting and another 26 were obtained during interviews conducted with key special interest groups by AP Triton. Given our population of just over 8,000, our sample size is 35 which represents less than one percent of our community.

Collection of community member input via an online survey tool may enhance the number of participants in our survey. Our consultant, AP Triton, has agreed to develop and administer English and Spanish versions of the survey as an add-on to our existing scope of work. The organization would advertise the survey on our website, social media, and through a direct mailer postcard similar to our Defensible Space mailers. The survey link would be on our website banner, the survey and results would be managed by AP Triton in their role as our consultant.

Conclusion

Staff recommends that the Board of Directors authorize the Fire Chief to enhance community input into the Fire Station Location Study through an online survey at a cost not to exceed \$10,242; \$5,242 to AP Triton to develop and administer the survey and \$5,000 for a direct mailer.

Attachments

1. AP Triton, LLC Survey Development and Administration Quote.

Strategic Plan Reference

1. Strategic Plan Goal #4, Deliver Exceptional Emergency Service to our Community.



1851 Heritage Lane, Suite 138, Sacramento, CA 95815 • 707.266.4309 • info@aptriton.com • www.aptriton.com

Montecito Fire Protection District

Dual Language Community Fire Station Location, Community Risk Assessment, Standards of Cover, and Strategic Plan Outreach Proposal

TO: Chief Kevin Taylor
FROM: Kurt Latipow Senior Project Manager
DATE: November 18, 2020

Thank you for the opportunity to provide a quote to conduct a dual language survey to collect citizen input for the Community Fire Station, Community Risk Assessment, Standards of Cover, and Strategic Plan studies.

Process

AP Triton's Project Team will develop two customer-centered surveys – one in English and one in Spanish – utilizing the Survey Monkey software platform. Triton will provide the District with the link to the surveys which will then be posted on the District's website.

The District will be responsible for any and all outreach necessary to publicize the existence of the survey as well the purpose and value of citizen participation.

The projected timelines for distribution, evaluation, and insertion into the study are as follows:

Survey links available December 7, 2020.

Survey to remain open until January 8, 2021.

Survey results to be tabulated and analyzed January 8 – 15, 2021.

Survey results to be shared with Montecito Fire Protection District January 15, 2021.

Proposed Cost (inclusive of all expenses): \$5,242.00

50% due upon execution of contract amendment

50% due January 15, 2021

Contact Information

Kurt Latipow

Senior Project Manager, AP Triton Consulting

Direct Phone: 530 306 1382

E-Mail: klatipow@aptriton.com

Agenda

Item #4

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Regular Meeting of the Board of Directors

October 26, 2020 at 2:00 p.m.

Held via teleconference connection as permitted under the Governor's Executive Order N-29-20, dated March 17, 2020 due to concerns of COVID-19 ("Executive Order").

Director Easton called the meeting to order at 2:00 p.m.

Present: Director Easton, Director Ishkanian, Director van Duinwyk, Director Lee, Director Powell. Chief Taylor and District Counsel Mark Manion were also present.

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)**

There were no public comments at this meeting.

- 2. That the Board of Directors consider recommendation to authorize the Fire Chief to purchase Self-Contained Breathing Apparatus (SCBA) from Bauer Compressors in the amount of \$501,051.25. (Strategic Plan Goals 6 and 8)**

- a. Staff Report presented by Fire Chief Kevin Taylor.**

Battalion Chief Chapman provided a staff report regarding the purchase of Self-Contained Breathing Apparatus (SBCA). Motion to authorize the Fire Chief to purchase SBCA from Bauer Compressors in the amount of \$501,051.25 made by Director Ishkanian, seconded by Director van Duinwyk. The Roll Call Vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J. A. Powell, J. Ishkanian, S. Easton

Nays: None

Abstain: None

Absent: None

- 3. Report from the Fire Station Location Standing Committee. (Strategic Plan Goal 4)**

Director Easton provided a summary of the Fire Station Location Committee meeting.

- a. Consider recommendation to authorize the Fire Chief to enter into a contract adding a Customer-Centered Strategic Plan to AP Triton's existing scope of work at a cost of \$13,890.**

Chief Taylor provided a staff report regarding the Customer-Centered Strategic Plan. Motion made by Director Lee, seconded by Director van Duinwyk to approve the addition of a Customer-Centered Strategic Plan to AP Triton's existing Fire Station Location Study scope of work at a cost of \$13,890. The Roll Call Vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J.A. Powell, J. Ishkanian, S. Easton

Nays: None

Abstain: None

Absent: None

- 4. That the Board of Directors consider Resolution 2020-11, in support of Measure L-2020. (Strategic Plan Goal 1)**

- a. Staff Report presented by Fire Chief Kevin Taylor.**

This matter was removed from the agenda.

- 5. That the Board of Directors approve Resolution 2020-08 updating and establishing the District's Conflict of Interest Code. (Strategic Plan Goal 9)**

- a. Staff Report presented by Fire Chief Kevin Taylor.**

Chief Taylor provided a staff report regarding updating and establishing the District's Conflict of Interest Code. Motion made by Director Powell, seconded by Director van Duinwyk to approve Resolution 2020-08, updating and establishing the District's Conflict of Interest Code. The Roll Call Vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J. A. Powell, J. Ishkanian, S. Easton

Nays: None

Abstain: None

Absent: None

- 6. Report from the Finance Committee. (Strategic Plan Goal 9.1)**

- b. Consider recommendation to approve July, August and September 2020 financial statements.**

Director van Duinwyk provided a report regarding the July, August and September 2020 financial statements. Motion made by Director Lee,

seconded by Director van Duinwyk to approve the July, August and September 2020 financial statements. The Roll Call Vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J. A. Powell, J. Ishkanian S. Easton

Nays: None

Abstain: None

Absent: None

c. Review PARS Post-Employment Benefits Trust statement for July and August 2020.

Director van Duinwyk provided a report regarding the PARS Post-Employment Benefits Trust statements for July and August 2020.

7. Approval of Minutes of the September 28, 2020 Regular Meeting.

Motion to approve the minutes of the September 28, 2020 Regular meeting made by Director Easton, seconded by Director van Duinwyk. The Roll Call vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J. A. Powell, J. Ishkanian S. Easton

Nays: None

Abstain: None

Absent: None

8. Fire Chief's report.

Battalion Chief Chapman provided the following updates regarding capital projects: Solar project is in the engineering phase, the next step will be circuit testing at the station; Plans are being submitted to the County this week for the rental rebuild permit to ensure the District maintains its "like for like" disaster rebuild status, which will expire in January; Open Invitation to Bid for station 1 flooring closes November 23; Staff is gathering information regarding the need to repair versus the replacement of the heating, ventilation and air conditioning system at station 1. Battalion Chief Chapman stated that he continues to work with Underwood Management on all projects, and will have an itemized report at the December Finance meeting. Division Chief Widling highlighted significant calls and Mutual Aid assignments for the month of September. Chief Taylor stated that the Department remains in Phase 2 of the Continuity of Operations Plan. The Chief provided an update regarding current red flag events in Southern California. Chief Taylor stated that the virtual audit continues on November 10 and 11. Chief Taylor stated the Department hosted a successful community meeting in partnership with MERRAG and the Santa Barbara Bucket Brigade regarding "Ready Set Go" and the ins and outs of getting and keeping homeowners insurance. Chief Taylor stated he participated in an Insurance Commissioner statewide meeting as one of the speakers to talk about the difficulty with insurance cancellation or non-renewals in wildfire prone communities.

9. Board of Director's report.

There were no items to report at this meeting.

10. Suggestions from Directors for items other than regular agenda items to be included for the November 23, 2020 Regular Board meeting.

There were no additional suggestions from the Directors.

Meeting Adjourned at 2:53 p.m.

President Sylvia Easton

Secretary Judith Ishkanian

Agenda

Item #5

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Special Meeting of the Board of Directors

November 10, 2020 at 6:00 p.m.

Held via teleconference connection as permitted under the Governor's Executive Order N-29-20, dated March 17, 2020 due to concerns of COVID-19 ("Executive Order").

Director Easton called the meeting to order at 6:01 p.m.

Present: Director Easton, Director Ishkanian, Director van Duinwyk, Director Lee, Director Powell and Chief Taylor.

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)**

There were no public comments at this meeting.

- 2. Receive presentation from AP Triton regarding Fire Station Location Study in partnership with the Carpinteria-Summerland Fire Protection District. (Strategic Plan Goal 4)**

Chief Taylor extended a warm welcome to all attendees and provided background information regarding the Fire Station Location Study. Jeff Piechura, Senior Associate, AP Triton, led the community members in an interactive, real-time survey response forum.

- 3. Fire Chief's report.**

There were no items to report at this meeting.

- 4. Board of Director's report.**

There were no items to report at this meeting.

Meeting Adjourned at 7:15 p.m.

President Sylvia Easton

Secretary Judith Ishkanian

Agenda

Item #6



Christina L. Shea, Mayor

cityofirvine.org

City of Irvine, One Civic Center Plaza, P.O. Box 19575, Irvine, California 92623-9575

949-724-6233

November 2, 2020

Chief Kevin Taylor
MONTECITO FIRE DEPARTMENT
595 San Ysidro Rd.
Santa Barbara, CA 93108

Dear Chief Kevin Taylor,

I would like to express my sincere appreciation for your support during this time of need.

On October 26, after the vegetation fire began in the area of Santiago Canyon Road and Silverado Canyon Road, you immediately stepped up and in. While our brave partners at the Orange County Fire Authority and CAL FIRE aggressively battled this fire, organizations and individuals like you offered shelter, meals, water, resources, transportation, first line services, and so much more.

The safety of our residents and businesses is, and always will be, our top priority. It is in times like these, I am reminded that we are stronger together. Thank you for your generous contributions. The outpouring of support is truly incredible and indicative of the wonderful community we call Irvine.

Sincerely,

A handwritten signature in cursive script that reads 'Christina L. Shea'.

Christina L. Shea
Mayor

cc: Irvine City Council

Calls by Incident Type October 2020

Total Incidents: 82

Fire: 1

Public Service: 3

False Alarm: 16

EMS: 40

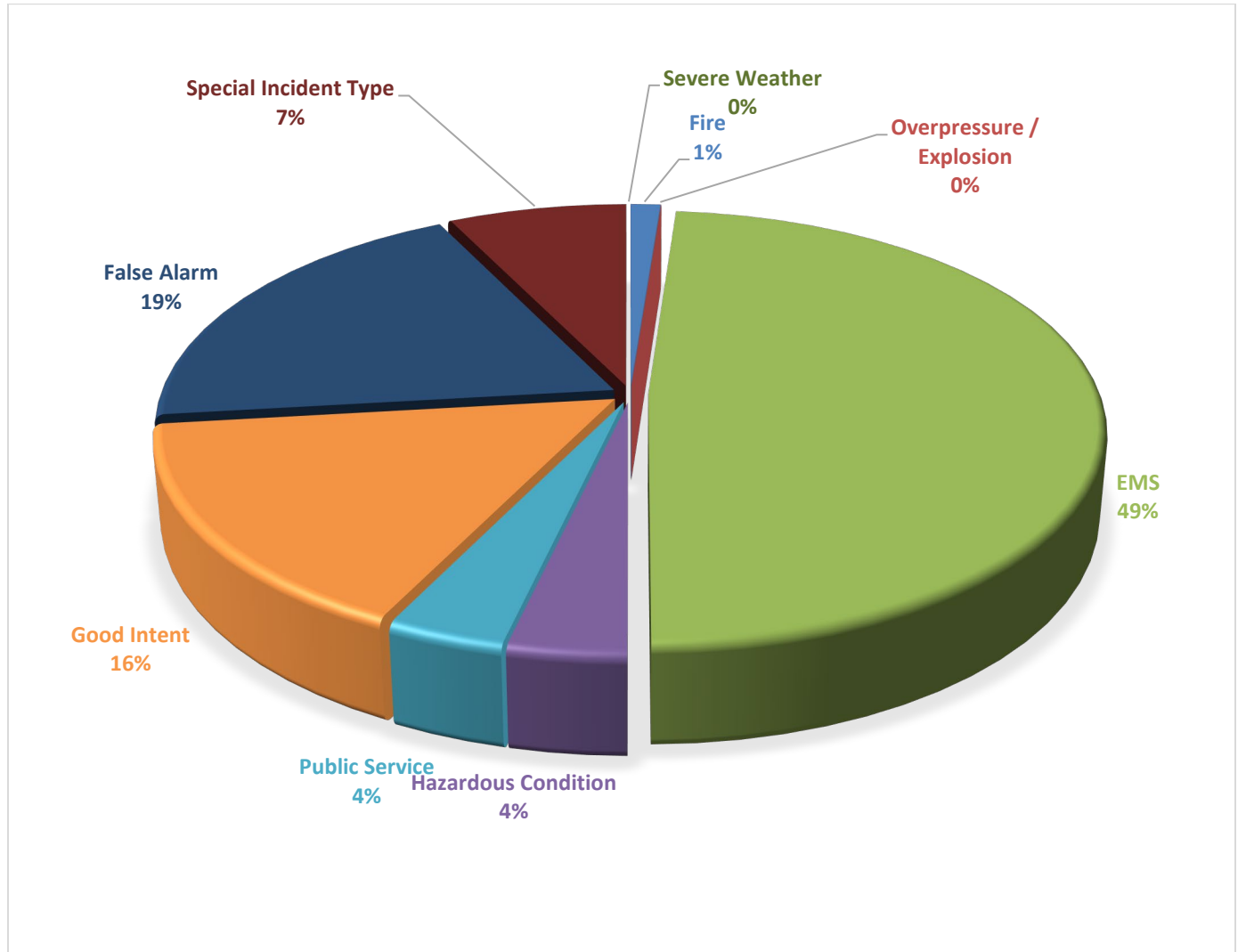
Hazardous Condition: 3

Severe Weather: 0

Explosion/Overheat: 0

Good Intent: 13

Special Incident: 6



Definitions:

-Good Intent: Firefighters respond to a reported emergency, but find a different type of incident or nothing at all upon arrival to the area. (Dispatched and Cancelled In Route falls in this category.) Example: A caller reports smoke on the hillside. Firefighters arrive to discover a grading operation at a construction site is creating dust mistaken for smoke.

-Public Service: Non-emergency requests for assistance. Examples: lock out, animal rescue, ring removal, water problem, lift assists, seized gate, stalled elevator, providing the Sheriff's Department with a ladder to enter a building.

May - October 2020 Incident Trend

