

MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF DIRECTORS  
MONTECITO FIRE PROTECTION DISTRICT

Held at Fire District Headquarters, 595 San Ysidro Road, November 17, 2014 at 12:00 p.m.

The meeting was called to order by Director Venable at 12:00 p.m.

**Present:** Director Sinsler, Director Powell, Director Keller and Director Jensen. Chief Hickman and District Counsel M. 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 is allotted for this discussion.)**

There was no public comment.

- 2. Receive report from Citygate regarding Standard of Cover and Risk Assessment and provide direction to District Staff.**

Chief Hickman introduced Stu Gary and Sam Mazza of Citygate, who presented a PowerPoint outlining the highlights of their findings and recommendations listed in the Standard of Cover and Risk Assessment report. (Report and PowerPoint presentation available upon request.)

The Board took a recess 1:21 p.m. and returned at 1:35 p.m.

Chief Hickman stated that the District worked closely with Citygate, and that he concurs with the findings in the report. He stated that Staff recommends that the Board accept the report.

The Board discussed the findings and recommendations of the report with Mr. Gary and Mr. Mazza.

Public Comment:

Warner Owens stated that the study is impressive but not perfect and that he hopes that the Board takes action and does not fall into “paralysis by analysis”.

Sally Jordan stated that the report is very comprehensive with clarity and supportive detail; the finding indicates that the District has very professional Staff and leadership, which is reassuring to the citizens. She was thankful for the recommendations in the report; particularly for the third fire station.

Sylvia Easton thanked the Board, the Fire Chief and Staff for the thorough analysis in the study. She was pleased to see that District has been managed so well over the years, and that the need for Station 3 is identified. She hopes that services will be made equitable and lives and property are not lost due to the current lack of coverage. She also thanked MERRAG for the support that they provide to the community.

Bob Hazard commended the Board for contracting the study. He suggested that the Board further study fire incidents within the District; that the District focus on more brush clearing; and that the Board analyze the best methods to address medical emergencies within the community. He does not feel the study proves the need for a third fire station, or the “triangle approach”, and feels more research needs to happen before they decide what to do.

Mr. Gary expressed that it was a “wonderful experience” working with Montecito Fire, and stated that the Board should consider “the preponderance of evidence” presented when deciding what to do with District assets and revenues to best serve the community.

Director Venable made a motion to accept the report, which was seconded by Director Sinser.

After additional discussion, Director Keller amended the motion to accept the report, and direct Staff to prioritize all the recommendations and identify which can be addressed without policy and which would need policy direction from the Board at the January regular meeting. Director Venable seconded the amended motion.

Public Comment:

Bob Hazard asked what the Board’s response will be to the question: “What is the Board’s reaction to these recommendations?”

Sylvia Easton suggested that the Board accept the report and allow time for the District Staff to review the report before deciding on what actions will be taken.

The amended motion passed four to one: Directors Powell, Venable, Keller, and Jensen in favor, Director Sinser opposed.

The Board took a recess at 3:08 p.m., and returned at 3:20 p.m.

- 3. Report from the Strategic Planning Committee (copy of Agenda for Strategic Planning Committee Meeting attached).**
  - a. Consider recommendation to approve and authorize Staff to publish the Request for Proposals (RFP) for the District’s Community Wildland Protection Plan (CWPP).**

Director Powell reviewed the proposed RFP for the District’s CWPP. He stated that the Strategic Planning Committee has reviewed the document and recommends approval and authorization to have Staff issue the RFP. The following dates will be added where necessary: issue date of November 21, 2014; last day for questions: January 16, 2015; closing date of January 23, 2015; interviews tentatively scheduled for the second week of February, 2015.

The Board unanimously approved and authorized Staff to publish the RFP for the District’s CWPP as amended with specific dates, on a motion by Director Keller,

seconded by Director Powell. Additionally, the Board appointed Director Powell as the Board liaison to work with Staff on review of applications.

- 4. Approve necessary documents to change worker's compensation providers from State Fund to Special District Risk Management Authority (SDRMA).**
  - a. Approval of Resolution 2014-14 Approving Form and Authorizing the Execution of a Sixth Amended and Restated Joint Powers Agreement (JPA) and Authorizing Participation in the Special District Risk Management Authority (SDRMA) Worker's Compensation Program.**

Ms. Gil explained that the following resolutions are necessary to change worker's compensation providers. On a motion made by Director Powell, seconded by Director Venable, Resolution 2014-14 Approving Form and Authorizing the Execution of a Sixth Amended and Restated Joint Powers Agreement (JPA) and Authorizing Participation in the Special District Risk Management Authority (SDRMA) Worker's Compensation Program was approved by the following roll call vote:

Ayes:	G. Sinser, J.A. Powell, J. Venable, S. Keller, R.J. Jensen
Noes:	None
Abstain:	None
Absent:	None

- b. Approval of Resolution 2014-15 authorizing application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self Insure Worker's Compensation Liabilities.**

On a motion made by Director Powell, seconded by Director Sinser, Resolution 2014-15 authorizing application to the Director of Industrial Relations, State of California for a Certificate of Consent to Self Insure Worker's Compensation Liabilities, was approved by the following roll call vote:

Ayes:	G. Sinser, J.A. Powell, J. Venable, S. Keller, R.J. Jensen
Noes:	None
Abstain:	None
Absent:	None

**5. Approval of District's warrants and claims for October.**

After a review of materials included in the finance reports by Ms. Gil, the Board unanimously approved that October warrants and claims on a motion made by Director Keller, seconded by Director Powell.

**6. Approval of Minutes of October 27, 2014 Regular Meeting.**

Director Keller asked that additional language be attributed to her suggestion to postpone approval of Ordinance 2014-3 (page 3, second paragraph), and that "they" be changed to "the committee" (page 6, item 8, first paragraph). The minutes of the October 27, 2014

Regular Meeting were unanimously approved as amended on a motion by Director Keller, seconded by Director Sinser.

**7. Fire Chief's report.**

The Fire Chief reported that the District's Officers and Staff recently finished 16 hours of training on the Firefighter Bill of Rights (FBOR); participation at Beautification Day; the completion of the recent Engineer's promotional process; current progress of the Captain's promotional process; and the Battalion Chief and Division Chief testing process.

**8. Board of Director's report.**

Director Powell and Director Venable reported that they attended Beautification Day.

**9. Suggestions from Directors for items other than regular agenda items to be included for the December Regular Board meeting.**

Director Powell asked that a discussion be added regarding the current committee structure and the appointment of Board officers to two year terms.

The meeting was adjourned 4:25 pm.