

1 **June 23, 2020**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Luevano called the meeting to order at 4:00.

5 **THE INVOCATION GIVEN BY CHAPLAIN HELMAN.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Harris, Hoffman, Luevano, Munson and Van Doorn.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-
11 Porter. In the audience were: DFC Marovich, D/Cs Mahr and McReynolds, B/C Macmillan,
12 F/M Fieri, A/C DeCamp and members of the public and Association.

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14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Luevano addressed the audience and inquired whether
16 there were any public comments regarding items not on the Agenda. Public member Tom
17 Frew indicated he had no comments. There being no comments, the Public Comment
18 Section was closed.

19 **ACTION AGENDA**

20 **CONSENT ITEMS:**

21 2. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR MAY 2020**

22 3. **REVIEW AND ACCEPT FINANCIAL REPORT FOR MAY 2020**

23 4. **REVIEW AND ACCEPT NCFD 2020 GRANT PERFORMANCE REPORT**

24 5. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

25 President Luevano inquired whether there were any questions on Consent Items 2-5 . There
26 being no discussion, President Luevano asked for a motion to approve the Consent Agenda.
27 On a motion by Director Harris, seconded by Director Munson the motion to approve the
28 Consent Agenda as presented passed unanimously.

30 **ACTION ITEMS:**

31 6. **REVIEW AND CAST VOTE IN ELECTION FOR CSDA BOARD OF DIRECTORS, SOUTHERN NETWORK—**

32 **CHIEF ABBOTT:** Chief Abbott presented the ballot information to the Board noting there is one
33 seat open, Seat C, which is current being held by incumbent Arlene Schafer from the Costa
34 Mesa Sanitary District. There was no recommendation from Staff. On a motion by Director
35 Harris, seconded by Vice President Van Doorn, the motion to cast a vote for the incumbent
36 Arlene Schafer passed unanimously. The Board Secretary to cast the electronic vote on
37 behalf of the Board.

38 7. **REVIEW AND APPROVE ACTION ON VOLUNTEER FIREFIGHTER PROGRAM — D/C McREYNOLDS**

39 **AND CHIEF ABBOTT:** Chief Abbott and D/C McReynolds presented the recommendation to
40 end the Volunteer Program early due to the marginal success experienced with volunteer
41 recruitment and retention. With the onset of the COVID-19 Pandemic, the decision was
42 made on March 18, 2020 to suspend volunteer shifts to minimize exposure and risk to the
43 volunteers, employees and the public. The shifts presently remain suspended. Staff
44 recommends that the program be discontinued on July 31, 2020. By moving the termination
45 date of the Volunteer Firefighter Program from November to July, the District will realize a
46 \$9,000 savings. Discussion ensued regarding the staffing at Station 3 and how to manage
47 risk on a smaller response unit, which Chief Mahr addressed. On a motion by Director
48 Munson, seconded by Vice President Van Doorn, the motion to end the Volunteer Program
49 on July 31, 2020 passed unanimously.

50 8. **SET PUBLIC HEARING DATE/TIME AUGUST 25, 2020 (4:15 P.M.) — TO REVIEW AND**

51 **APPROVE THE BIENNIAL CODE OF CONFLICT — CHIEF ABBOTT AND B/S STEPHEN-PORTER:** B/S

52 Stephen-Porter presented the request to set a hearing for August 25, 2020 at 4:15 p.m. to
53 hear the Biennial Conflict of Interest Code. This is a mandatory review conduct each even
54 year and must be submitted to the Board of Supervisors by no later than October 1st of each
55 even year. B/S Stephen-Porter and Counsel James will be working together to ensure the
56 review captures any required changes. On a motion by Director Harris, seconded by
57 Director Munson, the motion to set the public hearing for the date and time requested to
58 review and approve the Biennial Code of Conflict passed unanimously.

59 **9. REVIEW AND APPROVE FIXED CHARGE SPECIAL ASSESSMENT FOR WEED ABATEMENT — FM**

60 **FIERI AND CHIEF ABBOTT:** FM Fieri presented the Fixed Charge Special Assessment for Weed
61 Abatement to the Board, noting this year there was only one property that had failed to pay
62 for their forced weed abatements. The costs for the abatement was \$4600.00, with
63 administrative costs of \$887.00, totaling \$5487.00. The owner has received all the required
64 notices both prior to the forced abatement and after the abatement. Notice of the Fixed
65 Charge Assessment was posted as required on June 10, 2020. The owner has until July 31,
66 2020 to pay the amounts due. Thereafter, it will be submitted to the County for addition to
67 the owner’s property taxes. The Prevention staff will send a final notice of the deadline after
68 the conclusion of the Board meeting. The Board will have a final chance to review and
69 approve the charges at the July Board meeting. On a motion by Director Harris, seconded
70 by Vice President Van Doorn, the motion to accept the Fixed Charge Special Assessment
71 for Weed Abatement report as presented passed unanimously.

72 **10. REVIEW AND APPROVE RESOLUTION 2020-06 — REQUESTING A TEMPORARY TRANSFER OF**
73 **FUNDS FROM THE COUNTY TREASURER TO NORTH COUNTY FIRE PROTECTION DISTRICT — DFC**

74 **MAROVICH AND CHIEF ABBOTT:** DFC Marovich presented a request to approve Resolution
75 2019-08 to the Board, noting this is an annual action that is required in order to obtain
76 advances on the tax monies due the District from the County. The Resolution permits the
77 District to be advanced a maximum of 85% of the anticipated taxes due in a given year,
78 which the District uses until taxes are collected and released to it. On a motion by Vice
79 President Van Doorn, seconded by Director Harris, the motion to approve Resolution 2020-
80 06 passed unanimously.

81 **11. REVIEW AND APPROVE RESOLUTION 2020-07 ESTABLISHING THE LIMIT OF APPROPRIATIONS**
82 **OF PROCEEDS OF TAX SUBJECT TO LIMITATION FOR FISCAL YEAR 2020/2021 IN COMPLIANCE**
83 **WITH ARTICLE XIII-B OF THE CONSTITUTION OF THE STATE OF CALIFORNIA — DFC MAROVICH AND**

84 **CHIEF ABBOTT:** DFC Marovich presented the required action to the Board, noting it is
85 necessary for the District to complete each year. As is routinely the case, the District is
86 under the maximum amount allowed by quite a bit. On a motion by Director Munson,

87 seconded by Vice President Van Doorn, the motion to approve Resolution 2020-07 passed
88 unanimously.

89 **12. REVIEW AND APPROVE PRELIMINARY BUDGET FOR FY 2021/2021 SET PUBLIC HEARING**
90 **DATE/TIME CERTAIN OF SEPTEMBER 22, 2020 AT 4:15 P.M., TO APPROVE THE FINAL BUDGET – DFC**

91 **MAROVICH AND CHIEF ABBOTT:** HR/Finance Specialist Juul presented the Preliminary Budget
92 to the Board for review and approval. On the Revenue side, she noted that the District is
93 anticipating an increase in property tax revenue of approximately \$464,290 over budgeted
94 in FY 19/20 final anticipated amount, however, until the final numbers have been received
95 from the County, the District is only recommending a 3% increase in the Budget. Discussion
96 ensued regarding the anticipated recession in the coming year and how that will be
97 addressed. They are anticipating putting 3% aside to ensure the District does not exceed
98 its budgeted amounts. To be conservative, the District is cutting back on non-essential
99 purchases and ensuring that continues until the first check is received. With the addition of
100 the Pension Obligation Bond coming in at the great interest rate to offset the UAL, it will
101 help offset some of the concerns. On the Expense side, salaries remain unchanged,
102 however healthcare increased by 7.5%, PERS increased 12% and dispatch services
103 increased due to price-per-call increases. Discussion ensued regarding the impact of the
104 failure to pass Prop A, retirements, hiring of a third firefighter at Station 3 and the healthcare
105 costs. It was noted that the increase in Fire Mitigation Fees were not approved by the Board
106 of Supervisors and will remain at the previous rate. On a motion by Director Harris,
107 seconded by Director Munson, the motion to approve the Preliminary Budget and to set a
108 hearing to approve the Final Budget as requested passed unanimously.

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110 **DISCUSSION AGENDA**

111 **13. INTEGRATION WITH NORTH ZONE AGENCIES – CHIEF ABBOTT:** Chief Abbott led a
112 discussion regarding the possibility of expanding cooperative relationships with several
113 North Zone agencies to see what efficiencies could be gained by greater cooperative efforts.
114 He noted that in 2011, the District, along with the cities of Vista, Oceanside and Carlsbad,
115 had participated in a Citygate analysis to determine whether a cooperative blending of

116 efforts, ranging from sharing of overhead to full consolidation would be of benefit to the
117 District. At that time, the Board felt the potential financial savings did not override concerns
118 regarding loss of control and other issues. Over the past decade, the North Zone agencies
119 have collaborated to align various operational and administrative functions, including
120 operations, training, recruitment, communications, EMS and procurement. Chief Abbott
121 opined that expansion of the cooperative relationships would be the next logical step to
122 integrating other resources, creating greater efficiencies and eliminating duplication of effort,
123 while allowing for expansion of underserved services. He stated that cooperative efforts
124 may not only create economic efficiencies but allow for greater specialization, focusing to
125 doing things even better. While there is no specific solution or plan in mind, Chief Abbott
126 noted there was an interest at Senior Staff to continue conversations with the participating
127 agencies to explore possibilities. Any specific solutions would be brought before the full
128 Board for consideration. Discussion ensued regarding what such a joining of resources
129 would look like. Concerns were expressed that the District is a different type of entity, in that
130 the others are cities. In addition, once local control is lost, it cannot be regained. Chief
131 Abbott noted discussions would only be preliminary, all decisions would be brought back to
132 the Board for approval. The consensus of the Board was there was no objection to further
133 exploration into possible efficiencies and discussions. There are to be no commitments and
134 all decisions are to be brought to the Board for approval.

135 **STANDING DISCUSSION ITEMS:**

136 ● **LEGAL COUNSEL REPORT:** Counsel James presented his report “Families First
137 Coronavirus Response Act – Part 1.” Brief discussion ensued regarding the act and meet
138 and confer requirements. This is informational only, no action required.

139 ● **WRITTEN COMMUNICATIONS:** Brief discussion ensued regarding the items, with
140 the Board thanking everyone for their work on behalf of the District. Informational only, no
141 action required.

142 ● **BOARD RECOGNITION PROGRAM**

143 ● **NEWS ARTICLES:** Brief discussion ensued regarding articles, including articles
144 addressing the recession beginning in February and the Board of Supervisors consideration

145 of reorganizing the fire service in the unincorporated areas. This is informational only, no
146 action required.

147 ● **COMMENTS:**

148 ● **STAFF REPORTS/UPDATES:**

149 ● **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott informed the Board that two more
150 employees tested positive for COVID. Both are recovering well and are expected back to
151 work the following week. He expressed thanks to all suppression for continuing to watch
152 out for and cover for unexpected absences. Chief Abbott updated the Board on local COVID
153 testing, which the District is participating in. There is no charge. The District is doing
154 antibody testing on individuals who have tested positive for COVID. The District received a
155 grant for an extractor for PPE cleaning. The District is participating with the UC system and
156 Scripps on installation of fire cameras to assist with identifying and locating fires to assist
157 with faster responses. Chief Abbott noted that the rate on the POB will save the District
158 approximately 8 million, rather than the 5 million that was original expected. He noted the
159 District received an AA- rating, which is on par with financially solvent cities and during the
160 time of letting, the District received the second best interest rate. Chief Abbott also noted
161 that the Palomar College Safety Center will not become a reality due to the economy and
162 competing interests. Informational only, no further action required.

163 ● **CHIEF OFFICERS AND OTHER STAFF: DFC MAROVICH:** DFC Marovich noted that the
164 GEMT audit is still ongoing. The District has received \$38,000 from the CARES Act.
165 President Luevano thanked all the Finance Staff for the additional work during the transition
166 for DFC Marovich's retirement.

167 ● **BOARD: DIRECTOR MUNSON:** Director Munson thanked all the staff for the great care
168 they gave him during his recent transport to Temecula Valley Hospital.

169 ● **BARGAINING GROUPS: AVP BRADSHAW:** AVP Bradshaw noted the Association is
170 looking to help the two members affected by COVID. The membership will be having a
171 general meeting this week. Although AP Lewis is out with his wife having a baby, he is
172 always available. President Luevano extended the Board's congratulations to him on his
173 new family member.

174 ● **PUBLIC COMMENT:** No comments.

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176

CLOSED SESSION

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At 5:10 p.m., President Luevano inquired whether there was a motion to adjourn to Closed Session. There being no objection, President Luevano read the items to be discussed in Closed Session and the Open Session was closed. A short break ensued after the reading of the Closed Session Items. At 5:22 p.m., and the Board entered Closed Session to hear:

178

CS-1. **ANNOUNCEMENT — PRESIDENT LUEVANO:** *An announcement regarding the items to be discussed in Closed Session will be made prior to the commencement of Closed Session.*

179

CS-2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — MANAGEMENT GROUP NEGOTIATIONS – CHIEF ABBOTT:**

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NCFPD MANAGEMENT GROUP DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES

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CS-3. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — NON-SAFETY GROUP NEGOTIATIONS – CHIEF ABBOTT:**

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FFA NON-SAFETY GROUP NEGOTIATORS DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES

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CS-4. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — SAFETY GROUP NEGOTIATIONS – CHIEF ABBOTT:**

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FFA SAFETY GROUP NEGOTIATORS DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES

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CS-5. **REPORT FROM CLOSED SESSION — PRESIDENT LUEVANO**

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● **REOPENING OPEN SESSION:**

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On a motion by Director Hoffman, which was seconded by Director Harris and which passed unanimously, the Board returned Open Session at 6:05 p.m., the following items were reported out to the public:

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CS-2. **CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — MANAGEMENT GROUP NEGOTIATIONS – CHIEF ABBOTT:**

189

NCFPD MANAGEMENT GROUP DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL JAMES

190

201 On a motion by Director Harris, which was seconded by Vice President Van Doorn, the Board
202 approved the Management Side Letter, authorizing District labor negotiators to make minor language
203 changes as necessary.

204 **CS-3. CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — NON-SAFETY**

205 **GROUP NEGOTIATIONS – CHIEF ABBOTT:**

206 FFA NON-SAFETY GROUP NEGOTIATORS DISTRICT NEGOTIATORS: CHIEF ABBOTT, DISTRICT COUNSEL
207 JAMES

208 On a motion by Director Harris, which was seconded by Vice President Van Doorn, the Board
209 approved the Non-Safety Group Side Letter, authorizing District labor negotiators to make minor
210 language changes as necessary.

211 **CS-4. CONFERENCE WITH LABOR NEGOTIATOR – GOVERNMENT CODE § 54957.6 — SAFETY GROUP**

212 **NEGOTIATIONS – CHIEF ABBOTT:** FFA SAFETY GROUP NEGOTIATORS DISTRICT NEGOTIATORS: CHIEF
213 ABBOTT, DISTRICT COUNSEL JAMES

214 On a motion by Director Harris, which was seconded by Vice President Van Doorn, the Board
215 approved the Safety Group Side Letter, authorizing District labor negotiators to make minor language
216 changes as necessary.

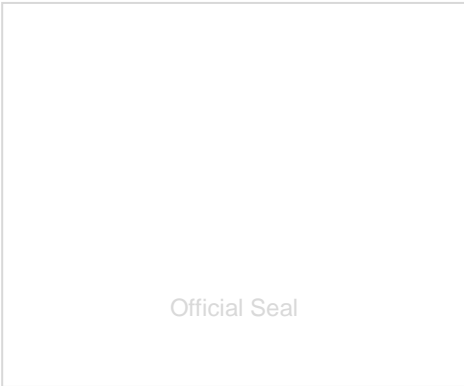
217 **ADJOURNMENT**

218 A motion was made at 6:10 p.m. by Director Hoffman and seconded by Director Munson to
219 adjourn the meeting and reconvene on July 28, 2020, at 4:00 p.m. The motion carried
220 unanimously.

221 Respectfully submitted,

222 
223 _____

224 Loren Stephen-Porter
225 Board Secretary



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227 Minutes approved at the Board of Director's Meeting on: July 28, 2020

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229