

CHINO VALLEY INDEPENDENT FIRE DISTRICT
Regular Meeting of the Board of Directors

MINUTES
January 9, 2019

ROLL CALL

All Board Members present.

OPEN SESSION

President DeMonaco called the Open Session to order.

ADJOURN TO CLOSED SESSION

President DeMonaco read the Closed Session items and adjourned to Closed Session.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9. One potential case. Threat of litigation dated May 31, 2018 from David Mastagni, Attorney at Law, representing Chino Valley Professional Firefighters, Local 3522.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Pursuant to Government Code Section 54956.8, Board of Directors will meet with its designated negotiators, Fire Chief Tim Shackelford and Future Facilities Adhoc Committee Members, President John DeMonaco, and Director Sarah Ramos-Evinger, regarding real property owned by the City of Chino Hills and located on an undeveloped parcel located on the south side of Soquel Canyon at the intersection of Soquel Canyon and Pipeline Avenue. The Board of Directors will instruct the District's negotiators concerning the price and term of payment.

RE-OPEN TO OPEN SESSION

President DeMonaco re-opened to Open Session and reported that there was nothing to report on items in Closed Session.

President DeMonaco asked meeting attendees to please silence their phones.

FLAG SALUTE

President DeMonaco

INVOCATION

Henry Aguilar, Fire District Chaplain

CHANGES TO THE AGENDA

Clerk of the Board Heney announced that staff has submitted a revised copy of the December 12, 2018 Regular Board Meeting Minutes.

PRESENTATIONS/ANNOUNCEMENTS

B.A.P.S. Donation Presentation

Clerk of the Board Heney announced that B.A.P.S representatives were not able to attend the meeting and would present at the February meeting.

30 Year Service Award/ Retirement Recognition – Engineer Tom Kevett

Clerk of the Board Heney called Engineer Tom Kevett to the front.

President DeMonaco read a brief summary of Tom Kevett's career, thanked him for his service to the District, and presented him with a service plaque.

Fire Chief Shackelford presented a service year pin and retirement badge to Engineer Tom Kevett and said a few words.

Clerk of the Board Heney invited dignitaries up to the front for presentations.

City of Chino Mayor Eunice Ulloa congratulated Engineer Kevett for his Service and presented him with a City tile.

City of Chino Hills Council Member Brian Johsz congratulated Engineer Kevett for his service with the District and presented him with a certificate.

Suzette Dang, a representative from Vice Chairman Curt Hagman's office, congratulated Engineer Kevett for his service and presented him with a certificate.

30 Year Service Award/ Retirement Recognition – Battalion Chief Rich Higgins

Clerk of the Board Heney called Battalion Chief Rich Higgins to the front.

President DeMonaco read a brief summary of Battalion Chief Rich Higgins' career, thanked him for his service to the District, and presented him with a retirement plaque.

Fire Chief Shackelford presented a service year pin and retirement badge to Battalion Chief Rich Higgins and said a few words.

Clerk of the Board Heney invited dignitaries up to the front for presentations.

City of Chino Mayor Eunice Ulloa congratulated Battalion Chief Higgins for his service and presented him with a City tile.

City of Chino Hills Council Member Brian Johsz congratulated Battalion Chief Higgins for his service with the District and presented him with a certificate.

Suzette Dang, a representative from Vice Chairman Curt Hagman's office, congratulated Battalion Chief Higgins for his service and presented him with a certificate.

Badge Pinning – Fire Inspector Tori Jung

Clerk of the Board Heney called Fire Inspector Tori Jung to the front.

President DeMonaco read a brief summary of Tori Jung's career and welcomed her to the Chino Valley Fire District.

Fire Chief Shackelford said a few words and presented Fire Inspector Tori Jung with her badge for pinning.

Employee Promotion – Engineer Mike Diehl

Clerk of the Board Heney called up Engineer Mike Diehl to the front.

President DeMonaco read a brief summary of Engineer Mike Diehl's career and congratulated him on his promotion.

Fire Chief Shackelford said a few words and presented Engineer Mike Diehl with his badge for pinning.

PUBLIC COMMUNICATIONS

None.

LIAISON REPORTS TO FIRE DISTRICT (County 4th District, City of Chino, City of Chino Hills, Fire Foundation, Fire Safe Council, School District)

Suzette Dang, representative from Vice Chairman Hagman's office, announced that there will be a Prado Park Master Plan workshop at the Chino Hills Community Center on January 30, 2019 from 5:00-7:30 p.m.

City of Chino Mayor Pro Tem Tom Haughey announced that the City of Chino had a great year. He also noted that the annual Run for Russ 5K will be held on February 2.

City of Chino Hills Council Member Brian Johsz announced that the City of Chino Hills was rated the 19th most active city in the United States for the annual celebration of National Night Out.

CONSENT CALENDAR

President DeMonaco asked if anyone from the Board would like to pull an item from the Consent Calendar for discussion.

Director Ramos-Evinger commented that she was not present for the Meeting on December 12, 2018 and would abstain on Item #1.

President DeMonaco pulled Item #6 for discussion.

1. MINUTES

Minutes – December 12, 2018 Meeting
Minutes – December 19, 2018 Special Board Meeting

2. MONTHLY DISTRICT REPORT

Month of November 2018.

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – December 2018.

4. MONTHLY TREASURER'S REPORT

Monthly Treasurer's Report for the Period Ending: November 30, 2018.

5. WARRANTS

Warrants for December 2018 #47967 through #48131

6. BOARD MEETINGS/TRAVEL – AUTHORIZATION TO ATTEND

Board Meetings/ Travel

January 29, 2019
CCS Interactive – Computer Training
3290 E. Guasti Rd. Suite #101
Ontario, CA 91761

RECOMMENDATION: Approve Consent Calendar Item Number 2 through 5 as presented.

President DeMonaco requested any public comment.

There was no public comment.

President DeMonaco requested any Board comment.

There was no Board comment.

Moved by Director Kreeger, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote that the Board of Directors approve the Consent Calendar #2-5 as presented.

AYES: BOARD MEMBERS: DeMonaco, Luth, Kreeger, Ramos-Evinger, and Williams.

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

RECOMMENDATION: Approve Consent Calendar Item Number 1 as presented.

President DeMonaco requested any public comment.

There was no public comment.

President DeMonaco requested any Board comment.

There was no Board comment.

Moved by Director Kreeger, seconded by Vice President Luth, carried by a 4-0 voice vote that the Board of Directors approve the Consent Calendar #1 as presented.

AYES: BOARD MEMBERS: DeMonaco, Luth, Kreeger and Williams.

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: Ramos-Evinger.

ABSENT: BOARD MEMBERS: None.

RECOMMENDATION: Approve Consent Calendar Item Number 6 as presented.

President DeMonaco requested any public comment.

There was no public comment.

President DeMonaco requested any Board comment.

President DeMonaco asked for some background on the computer classes listed on Consent Calendar No. 6.

Fire Chief Shackelford provided information to the Board explaining that the class is a basic introduction to computer class covering basic mouse and keyboarding functions and basic use of a computer. It is a local class being held in Ontario with a cost of \$72.50. Director Williams has communicated to us that he has some technology challenges with computers. Staff has provided some assistance, however, Director Williams will benefit from additional training.

Moved by President DeMonaco, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote that the Board of Directors approve the Consent Calendar #6 as presented.

AYES: BOARD MEMBERS: DeMonaco, Luth, Kreeger, Ramos-Evinger and Williams.
NOES: BOARD MEMBERS: None.
ABSTAIN: BOARD MEMBERS: None.
ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

7. STATION ALERTING

Purpose is to review, approve and adopt Resolution No. 2019-01 approving Budget Amendment No. 3 in the amount of \$800,000, representing the total project cost to upgrade/modernize the dispatch alerting systems in all seven District fire stations.

Battalion Chief Johnson stated that in September of 2018, the Board of Directors approved the recommendation by staff to contract for dispatch services with the Consolidated Fire Agencies JPA, also known as CONFIRE JPA. As a condition of the contract for dispatch services, the District will be required to upgrade all station alerting systems to the CONFIRE approved vendor West Net First In station alerting systems.

Battalion Chief Johnson noted the West Net First In alerting system is a comprehensive station alerting solution that leverages technology in a way that allows for greatly expanded alerting, flexibility and future growth. West Net First In alerting will replace the current alerting system that has been in place for approximately 15 years.

Battalion Chief Johnson stated the upgrade/modernization of the district's alerting system will offer expanded and more individualized crew notification throughout the stations with specific unit notification signaling, independent turnout timers, and enhanced functionality throughout the stations.

While the current alerting system utilized by the District has been effective, it is nearing its end of service life as the vendor is approaching retirement with no apparent plans for future development of product offering.

Battalion Chief Johnson stated as the District approaches the critical phase of dispatch service transition, consideration must be given to the actual process of the cutover of station alerting systems to the new dispatch provider. By bringing West Net First In alerting online, in conjunction with the transition of dispatch services, the District will only require one cutover process as the district will move onto the First In system, versus multiple cutover processes if the legacy systems are utilized with a second cutover process needed downline to switch onto the West Net systems.

Battalion Chief Johnson stated that as set forth in the Consolidated Fire Agencies Contracting (CONFIRE) Agency Agreement, West Net is the sole source vendor of the First In Alerting system, which is the required alerting system for all agencies utilizing CONFIRE for dispatch services. Bids for all seven fire stations have been received, are currently being finalized, and will not exceed the amount specified in Budget Amendment No. 3. Due to the fact that West Net station alerting is a sole source vendor of First In station alerting systems, it meets the pre-complete bid pricing requirements of the District's Purchasing Policy.

Battalion Chief Johnson noted that by moving forward with the installation of the West Net First In station alerting systems at the time of dispatch transition, the District better positions itself to enhance and improve station alerting capabilities, which has the strong potential to reduce the amount of time it takes for crews to respond to emergencies (turn out time). Not only does this have a direct positive impact on the citizens served by the District, it better equips the crews to respond more effectively. The upgrade/ modernization of the station alerting systems also aligns with the District's core value of seeking excellence by making a major improvement to an aging technology with focus toward future reliability, adaptability, and efficiency.

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2019-01 approving Budget Amendment No. 3 in the amount of \$800,000, representing the total project cost to upgrade/modernize the dispatch alerting systems in all seven District fire stations.

President DeMonaco requested any public comment.

There was no public comment.

President DeMonaco requested any Board comment.

Discussion was held regarding approving and adopting Resolution No. 2019-01 approving Budget Amendment No. 3 in the amount of \$800,000, representing the total project cost to upgrade/modernize the dispatch alerting systems in all seven District fire stations.

President DeMonaco and Director Ramos-Evinger stated that the Amendment should contain a contingency of 15% of the total cost (\$920,000).

Director Williams stated that he opposed the contingency amount of 15% and suggested the Board approve the original budget of amount of \$800,000, representing the total project cost.

Moved by Director Ramos-Evinger, seconded by President DeMonaco, carried by a 4-1 voice vote that the Board of Directors approve and adopt Resolution No. 2019-01 approving Budget Amendment No. 3 in the amount of \$920,000, including a 15% budget contingency, representing the total project cost to upgrade/modernize the dispatch alerting systems in all seven District fire stations.

AYES: BOARD MEMBERS: DeMonaco, Luth, Kreeger and Ramos-Evinger.

NOES: BOARD MEMBERS: Williams.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

8. BATTALION CHIEF POSITION UPDATE

Purpose of this report is to inform the Board of Directors on how the Fire Chief plans to fill a vacant Battalion Chief position.

Fire Chief Shackelford reported that President DeMonaco asked for him to report back to the Board on how he planned to fill the BC vacancy. He also reported that the Admin BC positions were created to assist with workload, in preparation of a second Battalion and to provide an opportunity for exposure to higher level items for the development of personnel. Fire Chief Shackelford reported that historically personnel have struggled with the transition from shift BC to DC due to lack of exposure to administrative work.

Fire Chief Shackelford also reported that due to the lack of substantive progress in the threatened litigation with CVPF, he decided to move an Admin BC to the vacant shift BC position as a cost saving measure. Additionally, he recognized that this may create some challenges in the future with our ability to fill DC spots with well-prepared internal candidates but has a responsibility to ensure that we can meet our fiscal obligations.

Fire Chief Shackelford noted that on January 19, 2019, the District will reassign the Administrative Battalion Chief to the open position.

RECOMMENDATION: It is recommended that the Board receive and file this report.

President DeMonaco requested any public comment.

There was no public comment.

President DeMonaco requested any Board comment.

Discussion was held regarding Fire Chief Shackelford's plan to fill a vacant Battalion Chief position.

The Board expressed their support for Fire Chief Shackelford's plan to fill a vacant Battalion Chief position.

Director Kreeger suggested that the District re-evaluates this plan in the coming months.

FIRE CHIEF COMMENTS

Fire Chief Shackelford stated that Battalion Chief Dave Williams and Captain Jon Cripe are attending a NFIRS training course in Ventura January 8-9. He reported that the course would increase their knowledge of the system which will help improve data collection and submission.

Fire Chief Shackelford stated that Finance staff were attending the CSMFO Annual Conference in Palm Springs this week where Finance Director Heide is being installed as CSMFO President Elect for 2019.

Fire Chief Shackelford stated that Battalion Chief Tyler Johnson, along with representatives of our SOLAR Partners participated in a presentation of a plaque to the City of Industry thanking them for their continued support with allowing access to Toner Canyon for the annual SOLAR drill.

Fire Chief Shackelford stated that on December 20th Board Members and on duty crews participated in the Chino Hills Boat Parade.

Fire Chief Shackelford stated that on December 21, 2018, Junior Firefighter Vincent Dominguez, along with CVFD personnel delivered toys to patients at Children's Hospital Los Angeles.

Fire Chief Shackelford stated that on January 9th work on the lobby remodel project began at Fire Administration.

Fire Chief Shackelford stated that on January 10th a scoping meeting would be held regarding the proposed 50 bed mental health facility at CIM. He also reported that the meeting would take place at the Chaffey College Community Center in Chino at 6:00 p.m. Fire Chief Shackelford reported that the Fire District previously submitted a letter expressing our concerns related to the project which will clearly increase the demand for emergency response service from the Fire District. In addition, he reported that the Fire District expressed the ongoing concerns related to the lack of funding via property taxes or other means for the services provided by the Fire District to both CIM and CIW.

Fire Chief Shackelford stated that the Fire Administration Office would be closed Monday, January 21st in observance of Martin Luther King Day.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Williams said he had a very spirited conversation with President DeMonaco the day before on January 8. He also reported that he would be requesting to speak at the next Chino Hills Council meeting to formally introduce himself. He also thanked everyone for the opportunity to be there and said he was looking forward to serving on the Board.

Director Ramos-Evinger reported that she attended the Board of Directors Workshop.

Director Kreeger reported that he attended the holiday events with the cities, and Supervisor Hagman's swearing-in ceremony. He also reported that he will be attending the CIM meeting on January 10.

Vice President Luth reported that he attended the San Bernardino County Board of Supervisors meeting, the Chino Hills Boat Parade, and the Chino Hills Council Meeting.

President DeMonaco wished everyone a happy new year.

ADJOURNMENT

The meeting was adjourned at 7:21 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, February 13, 2019 at 6:00 p.m. at the Fire District Training Center located at 5092 Schaefer Avenue, Chino, CA 91710.

APPROVED AND ADOPTED THIS 13th DAY OF FEBRUARY 2019.



Sandra Heney, Clerk of the Board



John DeMonaco, Board President