

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Regular Meeting of the Board of Directors

MINUTES

February 12, 2020

ROLL CALL

All Board Members were present.

OPEN SESSION

President Luth called the Open Session to order.

ADJOURN TO CLOSED SESSION

President Luth read the closed session items and adjourned to Closed Session.

PUBLIC EMPLOYEE DISMISSAL/RELEASE/RETIREMENT (Gov. Code 54597)

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Paragraph (1) of subdivision (d) of Section 54956.9)

Name of Case: City of Chino v. CDCR, San Bernardino Superior Court Case No. CIVDS 1917019

RE-OPEN TO OPEN SESSION

The item pertaining to Public Employee Dismissal/Release/Retirement (Gov. Code 54597): Legal Counsel Jeff Ballinger announced that the Board approved Resolution No. 2020-01 with a 5-0 voice vote regarding retirement of a Fire Captain.

The item pertaining to Conference with Legal Counsel-Existing Litigation: there was nothing to report.

President Luth asked everyone to please silence their phones and informed them that the Board meeting will be video recorded in its entirety.

FLAG SALUTE

President Luth

INVOCATION

Keith Roby, Fire District Chaplain

CHANGES TO THE AGENDA

President Luth asked Clerk of the Board Heney and Board Members if there were any changes to the agenda.

Clerk of the Board Heney stated that there were no changes to the agenda.

PRESENTATIONS/ANNOUNCEMENTS

President Luth read the proclamation for American Heart Month.

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 of County Supervisor Curt Hagman, announced that there will be a Paper Shredding event at Montclair City Hall (5111 Benito Street, Montclair, CA) on February 29th 2020 from 9:00am-12:00pm. Individuals can shred a maximum of 5 standard boxes.

Mayor Art Bennett was present, but had nothing to report.

Fire Safe Council Chair, Charlie Blank was present, but had nothing to report.

CONSENT CALENDAR

President Luth asked if any Board Members wanted to pull an item from the Consent Calendar for discussion.

1. MINUTES

Minutes – January 8, 2020 Meeting.

2. MONTHLY DISTRICT REPORT

Month of December 2019.

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – January 2020.

4. MONTHLY TREASURER’S REPORT

Monthly Treasurer’s Report for December 2019.

5. WARRANTS

Warrants for January 2020 #50593 through #50770.

6. BOARD MEETINGS/TRAVEL – AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING

None.

7. DISPOSITION OF SURPLUS VEHICLE PROPERTY

Purpose was for the Board of Directors to review and approve the disposition of the Fire District’s surplus vehicles.

8. DISPOSITION OF SURPLUS AUDIO PROPERTY

Purpose was to review and approve the proposed disposition of Fire District surplus audio equipment.

President Luth asked if there was any Public comment.

There was no Public comment.

President Luth asked if there was any Board comment.

There was no Board comment.

Moved by Director Kreeger, seconded by Vice President Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar #1-9 as presented.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

9. **ORDINANCE No. 2020-01 INCREASING THE COMPENSATION OF THE BOARD OF DIRECTORS**

Clerk of the Board Heney stated that the purpose was to review a proposed increase in the compensation of the Board of Directors and to provide for public comment and conduct a First Reading (Introduction) of Ordinance No. 2020-01.

Clerk of the Board Heney stated that Health and Safety Code section 13857, as part of the Fire Protection District Law of 1987, sets forth the provisions controlling compensation for members of the District's Board of Directors pursuant to Chapter 2 of Division 10 of the California Water Code, section 20202 or its successor statutes. The Fire District Policy and Procedures for Board of Directors calls for review and consideration of Board Member compensation, at the beginning of each even year, to determine if any adjustments are appropriate.

Clerk of the Board Heney stated that Board Member compensation is currently set at \$157.50 per meeting, as adopted by Ordinance No. 2018-01. As currently permitted by state law and the Fire District Policy and Procedures, the maximum allowable current increase per meeting could be up to five percent (5%) per year for each calendar year, following the effective date of the last adjustment.

Consistent with these requirements, compensation for Board Members can be increased by multiplying the current \$157.50 compensation rate by 5% per year, and multiplying that amount by two (2), the number of calendar years since the last adjustment.

Clerk of the Board Heney stated that at the January 8, 2020 Board Meeting, the majority of the Board voted to adopt an ordinance to increase Board compensation by 2.5% for each calendar year following the effective date of the last adjustment, rounded to a new total compensation amount of \$165.00 per attended meeting (or each day's service rendered as a Board Member as approved by the Board). Since it has been two calendar years since the last adjustment, Ordinance No. 2020-01 reflects a \$7.50 increase ($2 \times [2.5\% \times \$157.50]$) rounded to a total of \$165 per meeting.

Clerk of the Board Heney stated that if the ordinance is adopted, the maximum number of compensable meetings would remain at ten (10) days/meetings per month, and only one per diem per day will be paid regardless of how many meetings are attended. The effective date for the ordinance would be July 1, 2020. The proposed schedule for the adoption of Ordinance No. 2020-01 is as follows:

1. First Reading – February 12, 2020.
2. Second Reading and Public Hearing (Adoption) of Ordinance – March 11, 2020.
3. Ordinance effective July 1, 2020 in compliance with Fire District Policy and Procedures for Board of Directors.

RECOMMENDATION:

It is recommended that the Board of Directors approve the proposed increase to Board Member compensation. If approved, it is recommended that the Board of Directors conduct a First Reading and Introduction of Ordinance No. 2020-01 increasing the compensation of the Board of Directors effective July 1, 2020; approve waiving the reading of the entire Ordinance No. 2020-01 and read the Ordinance by number and title only; advise the Public that a complete copy of Ordinance No. 2020-01 is available for Public inspection at Fire District Headquarters; set a Public Hearing for March 11, 2020 for the Second Reading and Adoption of Ordinance No. 2020-01 and direct staff to provide public notice as required by law.

President Luth asked if there was any Public comment.

There was no Public comment.

President Luth asked if there was any Board comment.

There was no Board comment.

Moved by Director Kreeger, seconded by Vice President Ramos-Evinger, carried by a 4-1 voice vote for the Board of Directors to approve the proposed increase to Board Member compensation; conduct a First Reading and Introduction of Ordinance No. 2020-01 and read the Ordinance by number and title only; advise the Public that a complete copy of Ordinance No. 2020-01 is available for Public inspection at Fire District Headquarters; set a Public Hearing for March 11, 2020 for the Second Reading and Adoption of Ordinance No. 2020-01 and direct staff to provide Public notice as required by law.

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

Clerk of the Board Heney read Ordinance by number and title only.

10. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) CALL FOR NOMINATIONS FOR BOARD OF DIRECTOR SEAT B – VACANCY

Clerk of the Board Heney stated that the purpose was for the Board of Directors to review and discuss the CSDA call for nominations for a vacant seat on the CSDA Board to be filled by appointment, determine Fire District participation and consider approving Resolution No. 2020-02 nominating a candidate for the vacant position on the CSDA Board of Directors Southern Network Seat B.

Clerk of the Board Heney stated that CSDA is currently accepting nominations for a CSDA Director vacant seat for the Southern Network. This seat will be filled for the remainder of a 2020-2022 term. The Fire District is eligible to nominate one person, such as a Fire District Board Member or managerial employee, for nomination as a CSDA Director.

Clerk of the Board Heney stated that the CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services and legislative advocacy, education and resources. The Board represents the common interest of all California's special districts before the Legislature and the State Administration.

Clerk of the Board Heney stated that CSDA's Board of Directors is made up of six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Directors are nominated and elected or appointed by network. Chino Valley Fire District is included in the Southern Network, which represents the counties of San Bernardino, Los Angeles, Orange, Riverside, San Diego and Imperial.

Clerk of the Board Heney stated that if the Fire District Board of Directors elects to submit a nomination, a copy of the Fire District's minute action and Candidate Information Sheet must be submitted to CSDA by March 6, 2020.

Clerk of the Board Heney stated that a CSDA Board Member is expected to attend all Board Meetings and also serve on at least one CSDA committee. Board Meetings are held four to five times a year in Sacramento. Committees meet three to five times a year in Sacramento. Board Members are also requested to attend the CSDA Annual Conference and Special Districts Legislative Days and complete all four modules of CSDA's Special District Leadership Academy within two (2) years. CSDA does not provide reimbursement for conferences and academy expenses.

Clerk of the Board Heney stated that the CSDA Southern Network Board Members will conduct interviews of candidates that submit nominations on March 9-13, 2020. A Board appointment recommendation will be submitted by CSDA Southern Network Board Members for consideration by the full Board on March 27, 2020.

Clerk of the Board Heney stated that the newly appointed Board Member for the Southern Network Seat B will take office April 1, 2020.

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the California Special Districts Association call for nominations for a vacant seat to be filled by appointment on the CSDA Board and either vote to submit a nomination by approving Resolution No. 2020-02 nominating a candidate for the vacant position on the CSDA Board of Directors Southern Network Seat B or decline to participate.

President Luth asked if there was any Public comment.

There was no Public comment.

President Luth asked if there was any Board comment.

The Board had discussion pertaining to nominating a Board Member to the CSDA Board of Director Seat B Vacancy and declined to participate.

No action was taken on Resolution No. 2020-02, therefore, it was not approved.

11. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) CALL FOR NOMINATIONS FOR BOARD OF DIRECTOR SEAT C – ELECTION

Clerk of the Board Heney stated that the purpose was for the Board of Directors to review and discuss the CSDA call for nominations for a seat by election on the CSDA Board and determine Fire District participation.

Clerk of the Board Heney stated that CSDA is currently accepting nominations for a CSDA Director Seat for the Southern Network. This seat is a three-year term expiring in 2023. The Fire District is eligible to nominate one person, such as a Fire District Board Member or managerial employee, for election as a CSDA Director.

Clerk of the Board Heney stated that the CSDA Board of Directors is the governing body responsible for all policy decisions relating to CSDA's member services and legislative advocacy, education and resources. The Board represents the common interest of all California's special districts before the Legislature and the State Administration.

Clerk of the Board Heney stated that CSDA's Board of Directors is made up of six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Directors are nominated and elected by network. Chino Valley Fire District is included in the Southern Network, which represents the counties of San Bernardino, Los Angeles, Orange, Riverside, San Diego and Imperial.

Clerk of the Board Heney stated that the incumbent for Seat C is Arlene Schafer from Costa Mesa Sanitary District. The incumbent has expressed a desire to run for re-election.

Clerk of the Board Heney stated that if the Fire District Board of Directors elects to submit a nomination, a copy of the Fire District's minute action and Candidate Information Sheet must be submitted to CSDA by March 26, 2020.

Clerk of the Board Heney stated that a CSDA Board Member is expected to attend all Board Meetings and also serve on at least one CSDA committee. Board Meetings are held every other month in Sacramento. Committees meet three to five times a year in Sacramento. Board Members are also requested to attend the CSDA Annual Conference and Special Districts Legislative Days, and complete all four modules of CSDA's Special District Leadership Academy within two (2) years. CSDA does not provide reimbursement for conferences and academy expenses.

Clerk of the Board Heney stated that all qualified nominees received by CSDA will be placed on the election ballot. The election ballots are now electronic and CSDA will begin accepting votes on May 25, 2020. All votes must be received through the system no later than 5:00 p.m. on July 10, 2020.

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the California Special Districts Association call for nominations for a seat by election on the CSDA Board and either vote to submit a nomination or decline to participate.

President Luth asked if there was any Public comment.

There was no Public comment.

President Luth asked if there was any Board comment.

The Board had discussion pertaining to CSDA's call for nominations for a seat by election on the CSDA Board and declined to participate.

No action was taken on this item.

12. LOCAL AGENCY FORMATION COMMISSION (LAFCO) NOMINATION FOR THE POSITION OF REGULAR SPECIAL DISTRICT MEMBER

Clerk of the Board Heney stated that the purpose was for the Board of Directors to review and discuss the option of nominating a Fire District Board Member as candidate for the position of LAFCO Regular Special District Member.

Clerk of the Board Heney stated that the Fire District has received a letter from LAFCO officially opening the nomination period for a Regular Special District Member. The term of office for the current position is scheduled to expire May 4, 2020. The position is for a 4-year term. The nomination form, including an interest letter or resume of nominee, is due to LAFCO by 5:00 p.m. on Thursday, March 19, 2020.

Clerk of the Board Heney stated that if the Board of Directors would like to submit a candidate nomination, it must be done by official Board action. Clerk of the Board Heney stated that if LAFCO receives only one candidate nomination for a position, the sole candidate shall be deemed selected with no further vote required. If more than one candidate nomination is received for the position, a mail ballot will be sent out to all participating agencies. Kimberly Cox is the incumbent and has expressed a desire to run for re-election.

Clerk of the Board Heney stated that the LAFCO Policy and Procedures encourages balanced geographic representation of Commission members with valley, desert, and mountain. Clerk of the Board Heney stated that the current incumbent represents the desert area and a county water district.

Clerk of the Board Heney stated that a copy of the LAFCO Policy and Procedures was attached for informational purposes.

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the option of nominating a Fire District Board Member as candidate for the current LAFCO Regular Special District Member vacancy and take action accordingly.

President Luth asked if there was any Public comment.

There was no Public comment.

President Luth asked if there was any Board comment.

The Board had discussion pertaining to the option of nominating a Fire District Board Member as candidate for the current LAFCO Regular Special District Member vacancy and declined to participate.

No action was taken on this item.

FIRE CHIEF'S COMMENTS

Fire Chief Shackelford stated that Inspector Jim Powderly was asked to serve as Chairperson on the Membership Committee for the California Conference of Arson Investigators (CCAI) in January.

Fire Chief Shackelford reported that on January 16, 2020, several staff members attended a half day training presented by LCW, entitled "*Public Service: Understanding the Roles and Responsibilities of Public Employees*".

Fire Chief Shackelford stated that Deputy Fire Marshal Austin Ott attended a training session on "*How to Supervise Bad Attitudes and Negative Behaviors*" on January 29, 2020.

Fire Chief Shackelford reported that Human Resources Director Kristi Kuchwara attended the LCW Legal Conference in late January. He stated that the focus this year was on the many new laws exclusive to California that impact public employers in 2020.

Fire Chief Shackelford stated that several Fire District employees participated in the Russ Miller Memorial 5k Run and Community Walk which was held on February 1, 2020.

Fire Chief Shackelford stated that several Board Members attended the 2020 State of the County Regional Business Summit in Ontario, CA on February 5, 2020.

Fire Chief Shackelford stated that he attended the 7th Annual Public Safety Legislative Roundtable hosted by Assembly member Rodriguez on February 7, 2020.

Fire Chief Shackelford stated that he and Deputy Chief Dave Williams will be participating in Student Government Day on February 13, 2020.

Fire Chief Shackelford reported that in 2019, Fire District personnel responded to 12,993 incidents which equated to 26,752 unit responses. Demand for service in 2019 increased by 5.92%.

Fire Chief Shackelford stated that the District's Administration Offices will be closed on February 17, 2020 in observance of President's Day.

Fire Chief Shackelford stated that several Board Members and staff will be attending a Mayor's Prayer Breakfast on February 19, 2020 at 7:00 a.m. at Los Serranos Country Club.

Fire Chief Shackelford announced that a Special Board Meeting/Board Workshop is scheduled for February 19, 2020 from 9:00 a.m.-5:00 p.m. at Fire Station 62 located at 5551 Butterfield Ranch Rd., Chino Hills, CA.

Fire Chief Shackelford announced that a Finance Committee meeting is scheduled for February 24, 2020 at 8:00 a.m. at the Administrative Offices.

Fire Chief Shackelford stated that the monthly ASBCSD meeting will take place on February 24, 2020 at 6:00 p.m. at Sierra Lakes Golf Course in Fontana, CA.

Fire Chief Shackelford stated that a quarterly meeting of the Section 115 Trust Investment Committee is scheduled for February 25, 2020 at Administration.

Fire Chief Shackelford stated that the Fire District's Quarterly Meeting with the City of Chino is scheduled for February 26, 2020 at 4:00 p.m. at Chino City Hall.

Fire Chief Shackelford stated that the Salute to Public Safety Luncheon will be held on March 19, 2020 at Los Serranos Country Club.

Fire Chief Shackelford informed the Board that the SDRMA Annual Membership Education Day is scheduled for March 24, 2020 in Sacramento, CA.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director DeMonaco reported that he attended the CONFIRE Board of Directors meeting and gave an update on items regarding the communication center.

Director DeMonaco stated that CONFIRE is working on a new updated Emergency Response system called Next Generation 911 which is a State replacement for the current 911 Emergency system. The new system will allow people who are on the scene of an emergency to send pictures and/or videos in real time.

Director DeMonaco stated that CONFIRE is also working on the Cad-to-Cad Project with other communication agencies including Riverside County. CAD, which stands for Computer Aided Dispatch, will allow dispatch centers to communicate electronically, decreasing dispatch time and allowing emergency units to arrive at the scene of an incident sooner.

Vice President Ramos-Evinger reported that she attended Chino Hills City Council meetings, a Finance Committee meeting, and CSDA Member Services and Professional Development meetings. She reminded the Board about the CSDA Annual Conference which is scheduled on August 24-27, 2020 in Palm Desert, CA.

Vice President Ramos-Evinger also reminded the Board that there are two special Leadership Academies; the first is scheduled for April 2020 and the other is scheduled in September 2020. She also gave Clerk of the Board Heney a handout with information regarding the conference to provide for those who would like to attend.

Vice President Ramos-Evinger stated that while at the CSDA Member Services Committee, it was reported that 70 new special districts joined CSDA in 2019 and over 12,000 members attended workshops/webinars. She also stated that 755 special districts were visited in order to gain more membership for the organization.

Vice President Ramos-Evinger reminded the Board about the Mayor's Prayer Breakfast that is scheduled for February 19, 2020 at 7:00 a.m. at Los Serranos Country Club.


President Luth stated that he attended Chino City Council Meetings and the CSMFO meeting where Finance Director Steve Heide attended his first meeting as President as CSMFO. He congratulated all the officers who were honored at the Badge Pinning Ceremony that took place on February 6, 2020.

President Luth also reported that he attended the Chino Hills Military Memorial Event and had the privilege of representing the District.

ADJOURNMENT

The meeting was adjourned at 6:34 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, March 11, 2020 at 6:00 p.m. at District Headquarters Office located at 14011 City Center Drive, Chino Hills, CA 91709.

APPROVED AND ADOPTED THIS 11th DAY OF March 2020.



Sandra Heney, Clerk of the Board



Harvey Luth, President