

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

MINUTES
May 13, 2020

TELECONFERENCE MEETING ANNOUNCEMENT

President Luth opened the meeting at 5:00 p.m. and stated that all future CVFD Board meetings will be held remotely until further notice in accordance with the California Governor's executive Order N-29-20; guidance from the California Department of Public Health; and in an effort to combat the spread of COVID-19. He explained the process for members of the public to participate in the meeting and provide public comment. President Luth also announced that the meeting would be recorded.

ROLL CALL- CLOSED SESSION

All Board Members were present via GoToWebinar.

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.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One (1) potential case: Claim from Mr. Paul Zukerman, on behalf of Tammy J. Monoszlay, dated March 26, 2020. A point has been reached where there is a significant exposure to litigation, in opinion of Chino Valley Independent Fire District on the advice of its legal counsel, based on the receipt of a claim pursuant to the Government Claims Act.

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One (1) potential case: Claim from Mr. Paul Zukerman, on behalf of Floyd A. Monoszlay, dated March 26, 2020. A point has been reached where there is a significant exposure to litigation, in opinion of Chino Valley Independent Fire District on the advice of its legal counsel, based on the receipt of a claim pursuant to the Government Claims Act.

CONFERENCE WITH LABOR NEGOTIATORS

Meet with Board previously appointed negotiators (Fire Chief Tim Shackelford, Finance Director Steve Heide, Human Resources Director Kristi Kuchwara and Frances Rogers, LCW) regarding negotiations between the Teamsters Local 1932, Non-Safety Unit employees and the Chino Valley Fire District per Government Code Section 54957.6.

RE-OPEN TO OPEN SESSION

President Luth re-opened to Open Session.

President Luth opened the meeting at 6:00 p.m. and stated that all future CVFD Board meetings will be held remotely until further notice in accordance with the California Governor's executive Order N-29-20; guidance from the California Department of Public Health; and in an effort to combat the spread of COVID-19. He explained the process for members of the public to participate in the meeting and provide public comment. President Luth also announced that the meeting would be recorded.

ROLL CALL – OPEN SESSION

All Board Members were present via GoToWebinar.

REPORT OUT OF CLOSED SESSION

Legal Counsel Isaac Rosen reported that the District denied the claims of Floyd A. Monoszlay and Tammy J. Monoszlay.

Legal Counsel Isaac Rosen stated that there was nothing to report in regards to the Conference with Labor Negotiators Closed Session item.

President Luth reminded the meeting attendees that the District was video recording the Board Meeting 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 the original agenda packet posted did not contain the attachment for New Business Item number 13, and that a copy of the attachment was provided by email to the Board and was available to the public by contacting the Clerk of the Board.

PRESENTATIONS / ANNOUNCEMENTS

Recognition – Chaplain Joe McTarsney

President Luth read Chaplain McTarsney's biography and thanked him for his service upon concluding his role as Chaplain with the Fire District.

PUBLIC COMMUNICATIONS

President Luth asked if there were any requests to speak from the Public.

Clerk of the Board Heney stated that there were no requests to speak from the Public.

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

Clerk of the Board Heney announced that there was two liaison reports.

Suzette Dang, representative for County Supervisor Curt Hagman, gave an update on the state of COVID-19 in San Bernardino County. She stated that anyone with questions regarding COVID-19 can call Supervisor Hagman's office Monday-Friday from 9 a.m. – 5 p.m. at (909) 465-5265.

Steve Elie, member of the Inland Empire Utilities Agency (IEUA), gave an update on the effects of COVID-19 on the IEUA.

CONSENT CALENDAR

1. MINUTES

Minutes – April 22, 2020 – Special Board Meeting

2. MONTHLY DISTRICT REPORT

Month of March 2020

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – April 2020

4. MONTHLY TREASURER'S REPORT

Monthly Treasurer's Report for the Period Ending: March 2020

5. WARRANTS

Warrants for March 2020 #51154 through #51330

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

Approval for Board participation in teleconference and remote meetings for liaison assignments and meetings defined in the Board policy due to governor's order No. N-29-20 for the period of 6/1/20 through 6/30/20.

7. EMS WEEK & TRAUMA AWARENESS MONTH PROCLAMATION

8. DISPOSITION OF FIRE DISTRICT'S FIRE SURPLUS EQUIPMENT

Purpose is to review and approve the disposition of the Fire District's surplus fire equipment.

9. RESOLUTION 2020-05 – BUDGET AMENDMENT NO. 3 AND MID-YEAR BUDGET REVIEW AND ANALYSIS

Purpose is to review and approve Resolution No. 2020-05 approving Budget Amendments No. 3 for FY20.

10. PURCHASE OF REMOTE CLASSROOM SYSTEM

Purpose is for the Board of Directors to review and approve the proposed purchase of a remote classroom system.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 10 as presented.

President Luth asked Clerk of the Board Heney if there were any public comments on the Consent Calendar.

Clerk of the Board Heney stated that there were no public comments.

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

Director Williams pulled Items 8, 9, and 10 from the Consent Calendar.

President Luth asked for Board comment.

There was no Board comment.

Moved by Vice President Ramos-Evinger, seconded by Director DeMonaco, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar #1-7 as presented.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

Director Williams asked what the District's process was for disposing of surplus equipment.

Deputy Chief Atkinson gave a brief overview of the District's process.

Moved by Director Kreeger, seconded by Vice President Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to approve Consent Calendar Item #8 as presented.

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

Director Williams asked Finance Director Heide about the financial impact COVID-19 will have on the District.

Finance Director Heide stated that the impact has yet to be determined and the budget workshop on May 27th might be able to provide a better update on the financial implications.

Moved by Director Williams, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar Item #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.

Director Williams had a question regarding the online classroom systems.

Fire Chief Shackelford gave a brief overview of what the system is and its anticipated uses.

Moved by Director Williams, seconded by Vice President Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar Item #10 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

11. BOARD OFFICE

Purpose is for Board of Directors to discuss repurposing of the Board Office located at Administration and provide direction to staff as appropriate.

Fire Chief Shackelford stated that at the March 11, 2020 Regular Board Meeting, Director DeMonaco requested that this item be included on a future agenda for discussion and possible action.

RECOMMENDATION: It is recommended that the Board of Directors discuss repurposing the Board Office and provide direction to staff and/or take appropriate actions as desired.

President Luth asked if there was any Public comment.

There was no public comment.

President Luth asked if there was any Board comment.

Director DeMonaco stated that he felt that there was no need for a Board office at the Administration building, because most individual work by a Board could be done offsite.

Director Williams disagreed, and stated that the Board should have the ability to access an office at Administration if they need it.

Director Kreeger, Vice President Luth, and President Luth agreed with Director DeMonaco.

Moved by Director DeMonaco, seconded by Vice President Ramos-Evinger, carried by a 4-1 voice vote for the Board of Directors to give Fire Chief Shackelford the authority to repurpose the Board office as deemed necessary.

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

NOES: BOARD MEMBERS: Williams.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

12. ADMINISTRATION DESKTOP COMPUTER REPLACEMENT

Purpose is for the Board of Directors to discuss the issuance of a purchase order to Dell Inc. in the amount not to exceed \$68,150.00 to replace 45 desktop computers at the District's administration building.

Deputy Chief Atkinson stated that the District is starting the next five year cycle to replace the desktop computers in two phases. The first phase is to replace the Administration computers which is budgeted in the 2019-2020 fiscal year in the amount of \$68,150.00. The computer replacement includes all desktop units, secondary monitors, keyboards, mice, warranties and support.

Deputy Chief Atkinson stated that the District is currently working with Dell Inc. for a quote utilizing the National Association of State Procurement Officials (NASPO) Customer Agreement # MNWNC-108/7157034003. Staff is requesting the replacement of 45 administration computers not to exceed the budgeted amount of \$68,150.00. Staff is also requesting that Board of Directors authorize the Fire Chief to approve the final issuance of the purchase order. The NASPO Contract Agreement # MNWNC-108/7157034003 utilized by Dell Inc. meets the competitive bid requirements of the District's Purchasing Policy. If approved, the projected procurement will occur in June 2020.

RECOMMENDATION: It is recommended that the Board of Directors review and approve the issuance of a purchase order to Dell, Inc. in the amount not to exceed \$68,150.00 for 45 Administration desktop computers and equipment. It is further recommended that the Board of Directors authorize the Fire Chief to approve the final issuance of the purchase order.

President Luth requested Public comment.

There was no public comment.

President Luth asked for Board comments.

Director DeMonaco asked if the District would need to add a contingency to the listed price, as the District has done in the past with construction projects.

Deputy Chief Atkinson stated that he is almost certain that the total price will be less than the requested amount.

Moved by Director DeMonaco, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to approve the issuance of a purchase order to Dell, Inc. in the amount not to exceed \$68,150.00 for 45 Administration desktop computers and equipment. It is further recommended that the Board of Directors authorize the Fire Chief to approve the final issuance of the purchase order.

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

13. WILDLAND PERSONAL PROTECTIVE EQUIPMENT – SINGLE LAYERING ENSEMBLE PURCHASE

Purpose is to review and approve the purchase of wildland personal protective equipment (PPE) – single layering ensemble, for all fire suppression personnel of the Chino Valley Fire District (CVFD).

Deputy Chief Williams stated that since 1998, the CVFD has been utilizing a dual-layering configuration when operating on wildland fire incidents, which includes an over-coat/over-pant with base layer undergarments – Class B Uniform pants and a cotton t-shirt. Recent studies conducted by state and federal agencies, has shown that dual layering wildland PPE pose a significant risk to firefighters due to heat retention, creating significant heat related illnesses.

Deputy Chief Williams stated that the CVFD conducted a Wildland Firefighter Risk Assessment and have determined that transitioning to a single layering PPE ensemble will improve our members' ability to shed heat, which will improve their overall safety and welfare while performing firefighting activities in the wildland arena. This critical change follows the most current version of the NFPA 1977 Standard on Protective Clothing and Equipment for Wildland Firefighting, 2016 Edition.

Deputy Chief Williams stated that a significant amount of CVFD's suppression personnel are scheduled this year to have their wildland PPE replaced, due to its' recommended service life of ten years. In lieu of replacing their PPE with the current dual-layer configuration, it would be more prudent both operationally and financially, to replace the entire districts' inventory with the single-layer ensemble.

Deputy Chief Williams stated that the Uniform and Equipment Committee has requested to transition away from the CVFD's current wildland PPE (dual-layer ensemble) and provide each member with a single layering PPE. As mentioned previously, this change will meet the CVFD's risk assessment philosophy and increase firefighter safety.

Deputy Chief Williams stated that District staff has selected Municipal Emergency Services (MES) as the vendor and stated the quote pricing:

Brush Pants	\$156.92 (103 sets of 2) =	\$34,830.75
Brush Jacket	\$212.38 (103 sets of 2) =	\$47,141.57
Personnel Identifier	\$14.00 (103 sets of 2) =	\$3,136.35

Deputy Chief Williams stated that delivery is included in the quote, with an estimated 30 to 45 day turnaround time for delivery. The District would order 103 sets (2-pairs of pants and 2-jackets for each member), at a total cost of \$85,108.67

RECOMMENDATION: It is recommended that the Board of Directors approve the issuance of a purchase order to Municipal Emergency Services in the amount of \$85,108.67 for the purchase of 2-sets of wildland personal protective equipment-single layering ensembles, for all fire suppression personnel, to be funded form the 2019/2020 budget.

President Luth asked for Public comment.

There was no public comment.

President Luth asked for Board comment.

Director Williams stated that he agrees that this is a necessary purchase for the department.

Moved by Vice President Ramos-Evinger, seconded by Director Williams, carried by a 5-0 voice vote for the Board of Directors to approve the issuance of a purchase order to Municipal Emergency Services in the amount of \$85,108.67 for the purchase of 2-sets of wildland personal protective equipment-single layering ensembles, for all fire suppression personnel, to be funded form the 2019/2020 budget.

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

FIRE CHIEF'S COMMENTS

Human Resources Director Kristi Kuchwara gave a recruitment update.

Fire Chief Shackelford stated that Fire District staff is working to obtain a FEMA Assistance to Firefighters Grant – COVID-19 Supplemental Program for Personal Protective Equipment (PPE) and supplies related to the pandemic. The District is seeking \$63,049.51 in reimbursement.

Fire Chief Shackelford stated that CSDA Legislative Days are scheduled May 18th through May 22nd as a virtual event.

Fire Chief Shackelford stated that a Special Board Meeting / Workshop is scheduled for Wednesday, May 27th at 4:00 p.m.

Fire Chief Shackelford stated that the Finance Committee Meeting will take place on Monday, June 1st at 8:00 a.m.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Williams requested a hard copy of the Board Policy.

Director Williams stated the following:

Okay... the investigation on me, which costed taxpayers about \$35,000, have shown that the copies that I asked for indeed were District-related business, and the Clerk of the Board should have made these without comment or question. Therefore, all the problems that the Board and the District has caused me are unfounded. What I believe is that it was mostly John DeMonaco wanting to impress Sandra [Clerk of the Board Heney] by causing me a great deal of issue on these problems, even though it has been shown I was not wrong. I have yet to get an apology for many Board Members since the report; from [Clerk of the Board Heney], from Jeff Ballinger [Legal Counsel], or the Fire Chief. It is truly now a mission of hate against me, more than ever. There is no integrity in the Board Policy, and Board Policy states that we should have respect and courtesy to each other. I again ask this Board to show some decency and reinstate me fully, as required in the interest of fairness. And one thing, President Luth, the President, does not have to have the 'ok' from the Board Members to make things right in issuing liaison appointments and committee appointments. Sarah [Vice President Ramos-Evinger] has stated numerous times that she 'likes me', but her actions speak louder than her words against me. And with that, I'd just like to say that my concerns about the employees working in this COVID-19 environment are very much a concern, and I want to thank them for their great job and their courage and doing what they're doing. I hope everything works out where we don't have many problems. Thank you very much.

Director Kreeger welcomed the new District employees.

Director Kreeger thanked Fire Chief Shackelford and staff for their work during the COVID-19 pandemic, and thanked President Luth for his effort in hosting the Board meetings.

Director DeMonaco stated that he has attended multiple virtual meetings, and noted how the COVID-19 has significantly affected everyday life.

Director DeMonaco welcomed Administrative Secretary Ariana Cisneros back to duty, and welcomed the new District employees.

Vice President Ramos-Evinger noted that she has attended multiple virtual meetings.

Vice President Ramos-Evinger welcomed the new District employees, and welcomed Ariana Cisneros back to duty.

President Luth stated that he attended the Chino City Council Meeting and the San Bernardino County Airport Commission meeting remotely.

President Luth thanked and congratulated Chaplain Joe McTarsney.

President Luth welcomed the new District employees, and welcomed Ariana Cisneros back to duty.

President Luth thanked the District for their work in organizing the Board of Director Meetings, and all District employees for their hard work during the COVID-19 pandemic.

ADJOURNMENT


The meeting was adjourned at 6:56 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, June 10, 2020 at 6:00 p.m. at District Headquarters Office located at 14011 City Center Drive, Chino Hills, CA 91709.

Meeting location subject to teleconference based on current Governor's executive order N-29-20.

APPROVED AND ADOPTED THIS 10th DAY OF JUNE 2020.



Sandra Heney, Clerk of the Board



Harvey Luth, President