

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

MINUTES
August 12, 2020

TELECONFERENCE MEETING ANNOUNCEMENT

President Luth opened the meeting at 5:00 p.m. and stated that all future Fire Board meetings will be held in a hybrid format, with some District members and members of the public present, 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

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 Item and adjourned to Closed Session.

CONFERENCE WITH REAL PROPERTY NEGOTIATOR

Pursuant to Government Code Section 54956.8, the Board of Directors will meet with its designated negotiator, Fire Chief Tim Shackelford, 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 negotiator concerning the price and terms of payment.

President Luth asked for public comment.

There was no public comment.

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 Fire Board meetings will be held in a hybrid format, with some District members and members of the public present, 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

All Board Members were present.

REPORT OUT OF CLOSED SESSION

Legal Counsel Jeff Ballinger stated that there was no reportable action.

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.

PRESENTATIONS / ANNOUNCEMENTS

President Luth announced that due to the current COVID-19 pandemic, the Board of Directors invited the service award recipients to participate in the presentation remotely and regretted that they could not formally recognize them in-person.

Employee Service Awards

Sr. IT Support Analyst Chris Roberts – 5 Years

President Luth recognized and thanked Sr.IT Support Analyst Chris Roberts for his 5 years of service to the Fire District.

Fire Marshal Danielle Barnes – 15 Years

President Luth recognized and thanked Fire Marshal Danielle Barnes for her 15 years of service to the Fire District.

Payroll Coordinator Vicki Varnes – 15 Years

President Luth recognized and thanked Payroll Coordinator Vicki Varnes for her 15 years of service to the Fire District.

PUBLIC COMMUNICATIONS

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

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

None.

CONSENT CALENDAR

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

Director Kreeger pulled Item #6.

Director Williams pulled Item #1.

1. **MINUTES**

Minutes – July 8, 2020 Regular Meeting
Minutes – August 3, 2020 Special Meeting

2. **MONTHLY DISTRICT REPORT**

Month of June 2020

3. **MONTHLY FINANCIAL REPORT**

Monthly Financial Report for July 2020

4. **MONTHLY TREASURER'S REPORT**

Monthly Treasurer's Report for the Period for June 2020

5. WARRANTS

Warrants for July 2020 #51667 through #51847

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 9/1/20 through 11/30/20.

7. PURCHASE OF STAFF VEHICLES

Purpose is to review the proposed purchase of two (2) Community Risk Reduction light-duty gasoline trucks and provide direction to staff.

President Luth asked for Public comment.

There was no public comment.

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 #2-5 and #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.

Board Member Williams stated the following:

On the August 3rd meeting, I noticed that the Clerk of the Board didn't put comments. [Board Member] Mike Kreeger said that he was going to reserve his comments, but she didn't put that down there. I thought it would be appropriate to have the statement that he was going to reserve his comments until this meeting. That's the only thing I have to say on that.

Moved by Board Member Kreeger, seconded by Director DeMonaco, carried by a 4-1 voice vote for the Board of Directors to approve the Consent Calendar Item #1 as presented.

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

ABSENT: BOARD MEMBERS: None.

Board Member Kreeger stated that he wanted the other Board Members to be aware that Fire Rescue International was going to occur virtually in the next week, and wanted to see if that was an event that should be authorized under this item.

Legal Counsel Jeff Ballinger stated that the meeting is already approved under Board Policy, but noted that it is a virtual seminar and no additional language is required for the vote since it is in Board Policy.

Moved by Board Member Kreeger, seconded by Director DeMonaco, carried by a 4-1 voice vote for the Board of Directors to approve the Consent Calendar Item #6 as presented.

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

NOES: BOARD MEMBERS: Williams.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

8. STAFF EVALUATION OF PROPERTY AND LIABILITY INSURANCE

Purpose is for the Board of Directors to receive information about an evaluation of property and liability insurance performed by staff.

Human Resources Director Kristi Kuchwara presented her report on the staff's evaluation of property and liability insurance. She stated that at the recent Budget Workshop the Board was informed that SDRMA premiums would be increasing by 60% and it was requested that estimates be evaluated from other providers. Staff reviewed premium estimates from other similar insurance agencies and determined that costs of property and liability insurance is increasing throughout and SDRMA seems to be the most feasible option for the Fire District.

President Luth asked for Public comment.

There was no public comment.

President Luth asked for Board comment.

Board Member Williams asked if any reasons were given explaining the large increases that were noted in Human Resources Director Kuchwara's report.

Human Resources Director Kuchwara stated that catastrophic losses due to wildfires, more vehicle accidents, and more lawsuits have increased the costs of insurance.

Board Member Kreeger thanked Human Resources Director Kuchwara for her work on the report, and noted the rising costs of insurance in all sectors.

Board Member DeMonaco and Vice President Ramos-Evinger concurred on rising insurance costs and expressed support for SDRMA.

President Luth thanked Human Resources Director Kuchwara for her report.

Board Member Williams asked Human Resources Director to again provide the rundown of the numbers presented. Human Resources Director again provided the figures from her earlier report.

The Board agreed to receive and file this item.

FIRE CHIEF'S COMMENTS

Fire Chief Shackelford stated that Finance Director Heide, in his role as CSMFO 2020 President, introduced California State Treasurer Fiona Ma earlier today at the California Local Public Finance Virtual Forum. The virtual forum was an online conversation with Treasurer Ma regarding public finance solutions addressing the unprecedented challenges California agencies are facing from the COVID-19 crisis.

Fire Chief Shackelford stated that Clerk of the Board Sandra Heney has earned the Certified Municipal Clerk (CMC) designation through the International Institute of Municipal Clerks (IIMC). The IIMC has approximately 9,500 members throughout the United States, Canada and 15 other countries. The CMC certification is only granted to those clerks who meet demanding educational requirements, which is approximately 120 hours of education at their state Institute in addition to significant contributions to their local government, their community and the state.

Fire Chief Shackelford stated that the Clerk of the Board's office is working on a project to automate the public records request process. The number of records requests submitted to the Fire District continues to increase. The current process is electronic but not automated. Once implemented, the application will allow for more efficient processing, coordination and tracking of requests.

Human Resources Director Kuchwara gave a recruitment update.

Battalion Chief Joe DeSoto gave an update and overview on Community Connect, a new District program that will allow citizens to provide the District with critical health information before an incident occurs.

Fire Chief Shackelford stated that a Finance Committee Meeting is scheduled for August 24, 2020 at 8:00 a.m.

Fire Chief Shackelford stated that Chino Valley Fire is partnering with Red Cross to host a blood drive at the Training Center on Friday, August 28th from 10:00 a.m. to 4:00 p.m.

Fire Chief Shackelford stated that on September 7th, Administration offices will be closed in observance of the Labor Day Holiday.

President Luth stated that he had received multiple messages from residents regarding trees being cut down at Townsend Junior High, and asked the Chief if the District had a part in that.

Fire Chief Shackelford explained that the District was contacted by CVUSD to ensure that they were in compliance with the Fire Code. The District provided CVUSD with a list of requirements to ensure trees and other plants are in compliance with the Fire Code. The School District then hired a company to cut down the trees, although they were not directed to do so by the Fire District.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Board Member Williams stated the following:

Thank you very much. I'd like to ask our Counsel about a question I had a couple of months ago in regards to helping a Board Member write a letter. Did you come back with anything on that? Has there been any checking on that?

Legal Counsel Jeff Ballinger stated the following:

I've responded to this previously, I'm not going to respond again.

Board Member Williams stated the following:

I'd just like to thank the Chief for all of his fine work and for all you do; your dedication, I appreciate it. You have my support and you've been very open and transparent with me. I know very well that you and your staff are very open and very welcoming, talking a lot, and I appreciate it very much. The staff, people on the floor, Admin: everybody does a great job, and I just want to let you know that I'm very happy with the way things are going and I hope things keep going this way. Thank you very much.

Board Member Kreeger stated that he agrees with Board Member Williams that the Chief is doing a good job and the District is doing well.

Board Member Kreeger stated that he virtually attended the CVUSD Board Meeting, the City of Chino Council Meeting, the Chino Hills Council Meeting.

Board Member Kreeger congratulated Clerk of the Board Heney, Finance Director Heide, and the service award recipients.

Board Member DeMonaco congratulated Finance Director Heide and Clerk of the Board Heney and the service award recipients.

Board Member DeMonaco stated that he attended the City of Chino Hills Council meeting, the IEUA Board meeting, the SB County Supervisors meeting, and a CSDA Fiscal Committee meeting, where they adopted a new budget. Board Member DeMonaco stated that the CSDA's webinar attendance has increased since the COVID-19 pandemic, allowing them to stay profitable.

Vice President Ramos-Evinger stated that she attended a Finance Committee meeting, the Special Board meeting, an Agenda Review, and the Chino Hills City Council meeting.

Vice President Ramos-Evinger congratulated the service award recipients, thanked Chris Roberts and the District's IT staff, and congratulated Clerk of the Board Heney on her certification and Finance Director Steve Heide.

President Luth stated that he attended the Chino Hills City Council meeting, a Quarterly Expense Review, a Finance Committee meeting, an Agenda Review meeting, and watched the Chino Hills City Council meeting.

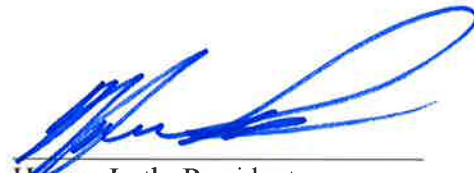
President Luth thanked Battalion Chief DeSoto for his report on Community Connect, thanked the service award recipients, and congratulated Finance Director Heide and Clerk of the Board Heney.

ADJOURNMENT

The meeting was adjourned at 6:37 p.m.



Sandra Heney, Clerk of the Board



Harvey Luth, President