

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Regular Meeting of the Board of Directors

Wednesday, March 8, 2023

4:30 p.m. Closed Session

6:00 p.m. Open Session

Fire District Administrative Headquarters

14011 City Center Drive

Chino Hills, CA 91709

MINUTES

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 4:30 p.m. by President DeMonaco.

ROLL CALL

Present: President John DeMonaco; Vice President Harvey Luth; Director Sarah Ramos-Evinger; Director Mike Kreeger; and Director Tom Haughey.

Also present: Fire Chief Dave Williams; Deputy Chief Jeremy Ault; Deputy Chief Carlos Skibar; Acting Deputy Chief Dean Smith; Legal Counsel Isaac Rosen; Clerk of the Board Angela Robles; Finance Director Mark Shaker; and Human Resources Director Anthony Arroyo.

CLOSED SESSION

President DeMonaco announced and read the Closed Session items.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957. Title: Fire Chief

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: (One (1) or more potential cases)

There were no requests from the public to speak on these items.

ADJOURN TO CLOSED SESSION

President DeMonaco adjourned the Open Session to Closed Session at 4:31 p.m.

REOPEN TO OPEN SESSION

President DeMonaco reopened to Open Session at 6:01 p.m.

ROLL CALL

Present: President John DeMonaco; Vice President Harvey Luth; Director Sarah Ramos-Evinger; Director Mike Kreeger; and Director Tom Haughey.

Also present: Fire Chief Dave Williams; Deputy Chief Jeremy Ault; Deputy Chief Carlos Skibar; Acting Deputy Chief Dean Smith; Legal Counsel Isaac Rosen; Clerk of the Board Angela Robles; Finance Director Mark Shaker; and Human Resources Director Anthony Arroyo.

REPORT OUT OF CLOSED SESSION

District Legal Counsel Isaac Rosen reported that there was no reportable action taken on the Closed Session items.

FLAG SALUTE

President DeMonaco led the assembly in reciting the Pledge of Allegiance.

INVOCATION

Adam Houde, Fire District Chaplain led the invocation.

CHANGES TO THE AGENDA

Clerk of the Board Robles reported no changes to the agenda.

PRESENTATIONS / ANNOUNCEMENTS

Proclamation – National Donate Life Awareness Month

President DeMonaco read a summary of the Proclamation declaring April 1-30, 2023 as “National Donate Life Awareness Month” and presented it to Donate Life Ambassador Rob Ralston and Chino Valley Fire Captain Steve Tevis, who is an organ recipient. Mr. Ralston shared his personal story of receiving an organ to save his life. He encouraged everyone to register as organ donors through the DMV and Donate Life California Donor Registry. Captain Steve Tevis shared his personal story of receiving an organ to save his life and expressed his sincere gratitude to his organ donor who was in attendance.

Employee Promotion - Human Resource Specialist Boris Ruivivar

President DeMonaco accompanied by Chief Williams recognized Human resource Specialist Boris Ruivivar for his promotion with the Fire District and presented him with a certificate.

Fred L. Burns Award - Anne Magallanez

President DeMonaco announced that the Fred L. Burns Community Service Award was established in 1993 honoring the late Fred L. Burns as the first award recipient recognizing him for a lifetime of extraordinary service to the community. The award has since been presented to individuals in the Chino Valley who have made a significant contribution to the Chino Valley Fire District in the area of furthering the District's Mission Statement and/or who has made a significant contribution to the Chino Valley Community in the area of community service in support of Public Safety.

President DeMonaco accompanied by Chief Williams recognized Anne Magallanez as the 2022 recipient of the Fred L. Burns Community Service Award for her outstanding contributions to the community and support of the Chino Valley Heart Safe/Bleed Safe Programs.

Hometown Hero Award and Survivor Recognitions

President DeMonaco accompanied by Chief Williams and Deputy Chief Ault spoke about the Cardiac Care Program. They honored the Hometown Heroes, Firefighters/Paramedics, Police Officers, Dispatchers, and Hospital Staff who assisted the CPR survivor as well as paid tribute to the CPR Survivors. Awards were presented and the Chino Valley Fire District Challenge Coins were given to the CPR survivors and members of the life saving team. Deputy Chief Ault explained that the Challenge Coin was meant to represent the life saved and the relationship between the survivor and the team members who assisted in their survival. An honorary Challenge Coin was given to the CPR survivor and ceremoniously placed on the Survivor Board displayed at Chino Valley Fire District Headquarters.

The Board of Directors recessed at 6:30 p.m. and reconvened the meeting at 6:43 p.m.

Presentation on Carbon Canyon Community Wildfire Protection Plan

Carbon Canyon Fire Safe Council Eric Johnson, Vice President and Paul Spitzzeri, Secretary/ Treasurer provided an overview of the Wildlife Protection Plan and history on the formation of the Fire Safe Council. They thanked the Board of Directors for their support. Director Ramos-Evinger recognized Mr. Johnson and Mr. Spitzzeri for their efforts and contributions to the preservation of the canyon through presentations and education on fire dangers and safety.

PUBLIC COMMUNICATIONS

There were no request to speak.

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

Representative Suzette Dang from San Bernardino County 4th District provided information on an upcoming shredding event hosted by the County.

Mayor Pro Tem Karen Comstock reported on items of mutual interest and provided information on upcoming events hosted by the City of Chino.

President Mark Bozek provided information on the upcoming Chino Valley Fire Foundation St. Paddy's Day event on March 17th. He also provided information on the upcoming Chino Valley Fire Foundation Car Show event on May 20th.

CONSENT CALENDAR

1. **MINUTES**

Minutes – February 8, 2023 – Regular Board Meeting

2. **MONTHLY DISTRICT REPORT**

Month of January 2023

3. **MONTHLY FINANCIAL REPORT**

Monthly Financial Report – February 2023

4. **MONTHLY TREASURER'S REPORT**

Monthly Treasurer's Report – January 2023

5. **WARRANTS**

Warrants for February 2023 #56912 through #57064

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

Washington DC - Meet with Legislators to discuss items of interest to Chino Valley Fire District (Legislative Ad Hoc Committee - Director Kreeger and Director Haughey)

7. **SOLE SOURCE JUSTIFICATION REQUEST FOR AIR EXCHANGE INC. FOR THE PURCHASE AND INSTALLATION OF PLYMOVENT EXHAUST SYSTEMS**

Purpose is for the Board to review and approve a Sole Source Justification and agreement with Air Exchange Inc. for the purchase and installation of Plymovent Exhaust Systems at the District Fire Stations for an amount not to exceed \$330,131.76 and authorize the Fire Chief to execute the necessary documents on behalf of the Fire District.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 7 as presented.

There were no requests to pull an item from the Consent Calendar for discussion.

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

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

OLD BUSINESS

None.

NEW BUSINESS

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

Purpose is 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.

Report By: Clerk of the Board Angela Robles

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.

Clerk of the Board Robles stated that every two years the Fire District may nominate one individual for election to the CSDA Board of Directors (Southern Network), such as a Fire District Board Member or managerial employee. The CSDA Board of Directors is the governing body responsible for all policy decisions pertaining to CSDA's member services and legislative advocacy, education and resources.

Clerk of the Board Robles reported that Costa Mesa Sanitary District representative Arlene Schafer is the current incumbent for the Southern Network, Seat C. Ms. Schafer has stated that she would like to run for reelection. It was noted that all qualified nominations must be received by April 6, 2023, according to CSDA.

There were no requests from the public to speak on this item.

The Board decided unanimously not to submit a candidate nomination for the CSDA Board of Directors Southern Network, Seat C.

Moved by Director Ramos-Evinger, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to decline to submit a candidate nomination for the California Special Districts Association Board of Directors, Seat C, 2023 Election.

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

9. RESOLUTION NO. 2023-02 NOMINATING A FIRE BOARD MEMBER AS CANDIDATE FOR ELECTION TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) BOARD OF DIRECTORS

Purpose is for the Board to review, discuss, and consider adoption of Resolution No. 2023-02 designating a Fire District Board Member as candidate for election to the Special District Risk Management Authority (SDRMA) Board of Directors.

Report By: Clerk of the Board Angela Robles

RECOMMENDATION: It is recommended that the Board of Directors review, discuss, and consider adoption of Resolution No. 2023-02, nominating a Fire District Board Member as candidate for the Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election or decline to participate.

Clerk of the Board Robles stated that every two years the Fire District may nominate one individual for election to the SDRMA Board of Directors, such as a Fire District Board Member or managerial employee. The SDRMA Board of Directors is the governing body responsible for establishing policy, providing oversight, and setting direction and vision to ensure SDRMA meets its mission, obligations and commitment to its members.

Clerk of the Board Robles reported the upcoming election is for three (3) Director seats, each for a four-year term beginning on January 1, 2024 and ending December 31, 2027. candidates must be nominated by resolution and statement of qualification must be received by May 1, 2023, according to SDRMA. Additionally, it was noted that the incumbents intend to run for reelection.

There were no requests from the public to speak on this item.

The Board decided unanimously not to submit a candidate nomination for the SDRMA Board of Directors 2023 Election.

Moved by Director Haughey, seconded by Vice President Luth, carried by a 5-0 voice vote for the Board of Directors to decline to submit a candidate nomination for the Special District Risk Management Authority (SDRMA) Board of Directors 2023 Election.

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

10. RESOLUTION NO. 2023-03, ADOPTING FIRE DISTRICT POLICY AND PROCEDURES FOR BOARD OF DIRECTORS

Purpose is for the Board of Directors to 1) review and consider proposed changes to the Fire District's Policy and Procedures for Board of Directors as presented in redlined format; 2) provide further direction on policy sections 1130.0 Community Support Fund and 2015.0 Swearing-in of Newly Appointed or Elected Board Members, if desired; and 3) consider approval of Resolution No. 2023-03, rescinding Resolution No. 2022-01 and adopting the proposed Board Policy and Procedures as revised with modifications.

Report By: Clerk of the Board Angela Robles

RECOMMENDATION: It is recommended the Board of Directors review and approve Resolution No. 2023-03 rescinding Resolution No. 2022-01 and adopting the amended Policy and Procedure for Board of Directors.

Clerk of the Board Robles explained that upon further review and after consulting with District Legal Counsel staff is recommending Section 1130.0 Community Support Fund of the proposed revisions to Board Policies be removed. If the Board's direction is to move forward with a Community Support Fund policy, at a subsequent meeting staff will present a standalone Community Support Fund policy with additional parameters and guidelines for the distribution of District funds, and background on the authority for District to undertake such a policy.

There were no requests from the public to speak on this item.

Additionally, there was discussion held regarding the approval Resolution No. 2023-03 rescinding Resolution No. 2022-01 and adopting the amended Policy and Procedure for Board of Directors.

There was discussion held regarding the Community Support Fund and a request to clarify Section 1050.2(i).

Moved by Vice President Luth, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to approve Resolution No. 2023-03 rescinding Resolution No. 2022-01 and adopting the amended Policy and Procedure for Board of Directors as amended to remove section 1130.0 Community Support Fund and reword section 1050.2 subsection (i).

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

The Board took additional action and directed staff to prepare and draft a proposed policy for a Community Support Fund and identify the terms and conditions.

Moved by Director Kreeger, seconded by Director Haughey, carried by a 4-1 voice vote for the Board of Directors to direct staff to prepare and draft a proposed policy for a Community Support Fund and identify the terms and conditions.

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

FIRE CHIEF'S COMMENTS

Personnel Development Activities:

- On February 14th Chief and Executive Management Team participated in an offsite teambuilding workshop facilitated by Dr. Wayne McAfee.
- February 26th-28th Director Haughey, Chief, and staff attended the Special Districts Leadership Academy in La Quinta.

Board Activities and Public Relations:

- On February 22nd Deputy Chief Ault and Deputy Chief Skibar represented the CVFD at the annual Student Government Day event in partnership with the cities of Chino and Chino Hills.
- On February 27th held the CVFD Finance Committee meeting.
- On February 28th Board Members and staff attended the Chino Valley Mayor's Prayer Breakfast with guest speaker Darryl Strawberry.
- On February 28th – President De Monaco and Chief attended the CONFIRE Board of Directors meeting, followed by the Administrative Committee meeting.
- March 2nd – Chief and Deputy Chiefs attended the West-End Chiefs meeting hosted by Rancho Cucamonga Fire.

CONFIRE Items of Interest:

- Negotiations continue related to the Request for Proposal for ambulance services. Proposals are tentatively due March 23, 2023. Chief Williams thanked Deputy Chief Cooke, EMS Nurse Leslie Parham, and Acting Deputy Chief Smith for their commitment and tremendous work on this project.

Organizational Items of Interest:

- Recruitment Update – HR Director Anthony Arroyo. (no update)
- Reminder that Daylight Saving Time is Sunday, March 12th and Chino Valley Fire encourages the community to change the batteries in their smoke alarms and test them by pushing the test button.
- CVFD assisted the Rancho Cucamonga Fire Department with service calls during the funeral services for Rancho Cucamonga Firefighter Miguel Cervantes.

Upcoming Events:

- CVFD is still receiving letters of support for its efforts to obtain financial assistance for the Station 68 project. Chief Williams expressed his appreciation to all the agencies that have provided CVFD with letters of support.

- Friday, March 11th is Assembly Member Freddie Rodriguez's community swearing in ceremony at 11:00 a.m. in Chino.
- Tuesday, March 14th is the Memorial Gymnasium Dedication for former Chino City Council Member, Mark Hargrove at Chino High School Gymnasium at 5:00 p.m. in Chino.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

President DeMonaco dissolved the following Ad Hoc Committees:

- City of Chino Facilities Ad Hoc Committee;
- City of Chino Hills Facilities Ad Hoc Committee; and
- Board Policies Ad Hoc Committee.

Director Ramos-Evinger

Director Ramos-Evinger reported on meetings and events attended since the last meeting that included the City of Chino Council meetings; Fire Chief Evaluation Ad Hoc Committee meeting; Board Policy Ad Hoc Committee meeting; monthly meeting with the Fire Chief; Mayor's Prayer Breakfast and the CSDA Professional Development Committee meetings.

Director Kreeger

Director Kreeger reported on meetings and events attended since the last meeting that included the the City of Chino Hills Council meetings; meeting with the Fire Chief; Chino Valley Unified School District meeting; meeting Congresswoman Norma Torres; and Mayor's Prayer Breakfast.

Director Kreeger expressed his gratitude to the crew at Fire Station 62 who responded to an emergency call at his home on March 2, 2023. Director Kreeger appreciated the crews compassion and professionalism.

Director Haughey

Director Haughey reported on meetings attended since the last meeting that included the CIW meeting; Mayor's Prayer Breakfast; Nights of Columbus Dinner; CSDA webinars; SDLA Conference; meeting with Congresswoman Norma Torres; and City of Chino Hills Council meeting.

Vice President Luth

Vice President Luth reported on meetings and events attended since the last meeting that include the CIM Meeting; City of Chino Council meetings; monthly meeting with the Fire Chief; Agenda Review meeting; Finance Committee meeting; Mayor's Prayer Breakfast; and Fire Chief Evaluation Ad Hoc Committee meeting.

Vice President Luth expressed his appreciation to all for the condolences, flowers, cards, messages and attendance at his father's memorial and funeral service.

President DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included a monthly meeting with the Fire Chief; CONFIRE Board meeting; Finance Committee meeting; and California Special Districts Association Legislative Committee meeting.

The Fire Board of Directors congratulated all award recipients and thanked the Carbon Canyon Fire Safe Council for their presentation on the Carbon Canyon Community Wildfire Protection Plan.

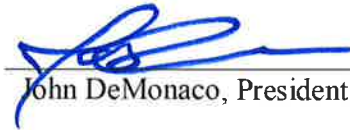
ADJOURNMENT

The meeting adjourned at 7:33 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, April 12, 2023 at 6:00 p.m. at District Headquarters located at 14011 City Center Drive, Chino Hills, CA 91709.

APPROVED AND ADOPTED THIS 12TH DAY OF APRIL 2023.



Angela Robles, Clerk of the Board



John DeMonaco, President