

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Regular Meeting of the Board of Directors

Wednesday, April 12, 2023

5:00 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 5:00 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; 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 item.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957. Title: Legal Counsel

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

ADJOURN TO CLOSED SESSION

President DeMonaco adjourned the Open Session to Closed Session at 5:01 p.m.

REOPEN TO OPEN SESSION

President DeMonaco reopened to Open Session at 6:00 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; 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 item.

FLAG SALUTE

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

INVOCATION

Henry Aguilar, Fire District Chaplain led the invocation.

CHANGES TO THE AGENDA

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

PRESENTATIONS / ANNOUNCEMENTS

Proclamation –Wildfire Awareness Month

President DeMonaco read a summary of the Proclamation declaring the month of April as “Wildfire Awareness Month” and presented it to Carbon Canyon Fire Safe Council President Charlie Blank. Mr. Blank thanked the Carbon Canyon Fire Safe Council for their efforts in the brush pick up.

Proclamation –Trauma Awareness Month and EMS Week

President DeMonaco read a summary of the Proclamation declaring the month of May as “Trauma Awareness Month” and the week of May 21-27, 2023, as “Emergency Medical Services Week”.

Explorer Post 911 Recognitions

President DeMonaco accompanied by Chief Williams and Firefighter/Paramedic/Explorer Advisor Phil Vasquez spoke about the Explorer Program. They honored high achieving individuals and highlighted top recipients as follows: Lorenzo Diaz as the Post 911 award recipient; David Dunn as the Leadership award recipient; Joaquin Lomer as the Community Service award recipient; Delaney Atkinson and Jonathan Roumbos were honored and received the Advanced Achievement Award. Each recipient received an award on behalf of the Board of Directors.

New Employee Introduction

President DeMonaco accompanied by Fire Chief Williams welcomed and introduced Auxiliary Worker Matthew Hoch.

Employee Service Year Awards

Human Resources Specialist Boris Ruivivar – 5 Years

President DeMonaco announced that Human Resources Specialist Boris Ruivivar was not able to attend the meeting. He congratulated Human Resources Specialist Boris Ruivivar for 5 years of service with the Fire District.

Fire Inspector Lena Lin – 15 Years

President DeMonaco recognized Fire Inspector Lena Lin for 15 years of service with the Fire District and presented her with an award.

Administrative Secretary Alma Nielsen – 20 Years

President DeMonaco announced that Administrative Secretary Alma Nielsen was not able to attend the meeting. He congratulated Administrative Secretary Alma Nielsen for 20 years of service with the Fire District.

Public Education Specialist Nancy Kidd – 25 Years

President DeMonaco announced that Public Education Specialist Nancy Kidd was not able to attend the meeting. He congratulated Public Education Specialist Nancy Kidd for 25 years of service with the Fire District.

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

Presentation by Rojas Communication Group

Rojas Communication Group representatives Jaime Rojas Jr. and Ed Rendon joined in person and Jayson Bruad joined by teleconference, introduced themselves to the Board of Directors as the Fire District's Lobbyist and provided an overview of their services.

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)

There were no reports.

CONSENT CALENDAR

1. MINUTES

Minutes – March 8, 2023 – Regular Board Meeting

2. MONTHLY DISTRICT REPORT

Month of February 2023

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – March 2023

4. MONTHLY TREASURER’S REPORT

Monthly Treasurer’s Report – February 2023

5. WARRANTS

Warrants for March 2023 #57065 through #57257

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

None.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 6 as presented.

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

Moved by Director Haughey, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar items 1 through 6, 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

7. **RESOLUTION NO. 2023-04 APPROVING MID-YEAR BUDGET ADJUSTMENTS AS BUDGET AMENDMENT NUMBER 2 FOR FISCAL YEAR 2022-23**

Purpose is to review, approve and adopt Resolution No. 2023-04, approving mid-year budget adjustments as Budget Amendment Number 2 for FY23.

Report By: Finance Director Mark Shaker.

Finance Director Shaker reported that the most significant budget adjustment is a \$1.9 million adjustment to the Fire Districts property tax revenues this fiscal year. This is due to a property tax audit and finding performed by the District's consultant HDL.

RECOMMENDATION: It is recommended that the Board review, approve and adopt Resolution No. 2023-04 approving Budget Amendment Number 2 for FY23.

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

Moved by Director Ramos-Evinger, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors approve and adopt Resolution No. 2023-04 approving Budget Amendment Number 2 for FY23.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

8. **ALLOCATION OF SURPLUS FUNDS FOR FISCAL YEAR 2022-23**

Purpose is to review and discuss the allocation of FY22 budget surplus funds and consider the following options: 1. allocate funds toward the reduction of pension liabilities; or 2. defer allocation and appropriate funds for capital projects in the Facility Acquisition and Maintenance Fund; or 3. Provide alternative option and direction to staff.

Report By: Finance Director Mark Shaker

Finance Director Shaker reviewed the established District policy of allocating one-third of annual excess revenues toward the reduction of pension liabilities. He discussed the options as presented in the staff report.

RECOMMENDATION: It is recommended the Board of Directors review and discuss allocation of surplus funds from the FY22 budget and consider approval of one of the following options:

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

Discussion was held among the Board of Directors regarding the benefits each option proposed to the Fire District.

President DeMonaco proposed an alternative option to allocate the full \$1,037,150 to the Chino Valley Fire District 115 Retirement Trust and discussion followed on the benefits of the proposed option.

There was consensus by the Board to amend Resolution No. 2023-05 to contribute the full \$1,037,150 towards pension liabilities and allocate the \$1,037,150 to the restricted Chino Valley Fire District 115 Retirement Trust.

Moved by President DeMonaco, seconded by Director Kreeger, carried by a 4-1 voice vote for the Board of Directors to approve and adopt Resolution No. 2023-05 as amended, approving Budget Amendment No. 3 in the amount of \$1,037,150 in the Amended Budget for Fiscal Year 2022-23 for reduction of pension liabilities; appropriate funds from Unassigned General Fund Balance; and allocate the \$1,037,150 funds to be deposited to the restricted Chino Valley Fire District 115 Retirement Trust.

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

NOES: BOARD MEMBERS: Luth.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

9. RESOLUTION NO. 2023-06 PROPERTIES DECLARED FOR WEED ABATEMENT

Purpose of this report is for the Board of Directors to review, approve and adopt Resolution No. 2023-06 identifying properties throughout Chino Valley Fire District ("Fire District") to be noticed in accordance with Ordinance 2022-01 for weed abatement.

Report By: Fire Marshal Danielle O'Toole

Fire Marshal O'Toole provided an overview of the District's weed abatement program, noticing and compliance process in accordance with Ordinance No. 2022-01. Additionally, she explained that the Fire District will hold a minimum of three separate public hearings to allow property owners wishing to address the Board on this matter. Two hearings will be held to protest the Notice to Destroy Weeds and one hearing will be held to address any issues with the detailed breakdown of the costs of abatement. The public hearings will be held in conjunction with the specific deadlines outlined in each recipient's notice.

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2023-06 regarding the declaring and noticing of property owners for weed abatement.

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

Moved by Vice President Luth, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to approve and adopt Resolution No. 2023-06 regarding the declaring and noticing of property owners for weed abatement.

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

FIRE CHIEF'S COMMENTS

Personnel Development Activities:

- On April 5th Deputy Chief Ault participated in a leadership collaborative for the Chino Valley Chamber of Commerce Upskill Program.
- On April 10th Executive and supporting staff participated in the Management Budget Review process.
- On April 11th -13th, Deputy Chief Ault, Deputy Chief Skibar, Battalion Chief Gable, and Acting Battalion Chief Cripe will attend the Inter-Agency Wildfire Risk Management Conference in San Diego.
- On April 17th – 19th Chino Valley Fire District will be conducting an internal promotional process for the position of Fire Captain. Chief announce that there were 10 applications.

Board Activities and Public Relations:

- On April 4th Board Members, Executive staff, and honorees attended the Chino Valley Chamber of Commerce Salute to Public Safety Luncheon.
- April 8th Chino Valley Fire District hosted the Sharps Collection Event at the Training Center.
- On April 16th – 20th Board Members Kreeger and Haughey along with the Fire Chief will be attending legislative outreach in Washington DC.

CONFIRE Items of Interest:

- On April 5th the Chino Valley Fire District and partnership with CONFIRE partners, submitted its Request for Proposal related to ambulance transport services. The Fire District looks forward to the next phase of the process which will include oral presentations to be conducted on April 20th. The Fire District appreciates Deputy Chief Cooks leadership and willingness to serve as the Interim Director at CONFIRE.
- On April 13th several chief officers will stop by and recognize dispatch officers at CONFIRE Dispatch Center, Chino Police Department Dispatch, and San Bernardino County Sheriffs Dispatch Centers for National Public Safety Communicators Week.
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Organizational Items of Interest:

- April 14th – 16th Chino Valley Fire District will collaborate with Chino Police Department to provide CERT Training for the Chino community.

Upcoming Events:

- April 14th Chino Valley Fire District will be hosting San Bernardino County Training Officers at Chino Valley Fire District Training Center.

- April 15th from 10am – 12pm Chino Valley Fire District will be hosting “Coffee with a Firefighter” event at Starbucks located at 4013 Grand Avenue in the City of Chino. Chief Williams mentioned that he would also be in attendance.
- April 19th Chino Valley Fire District will be hosting a Sidewalk CPR during the Farmers Market at the Shops from 3-7 pm.
- April 20th Chino Valley Fire District will be hosting the SOLAR Wildland Drill at the Training Center and Prado Camp.
- April 22nd City of Chino will be hosting its Annual Corn Feed Run on Central Avenue, in front of City Hall.
- April 27th the Chino Neighborhood House is having their Ribbon Cutting Ceremony at 5pm at 13130 6th Street, Chino.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Ramos-Evinger

Director Ramos-Evinger reported on meetings and events attended since the last meeting that included the Association of San Bernardino County Special Districts Association meeting; City of Chino Council meetings; monthly meeting with the Fire Chief; Fire Safe Council meeting and the Foundation Fundraiser.

Vice President Luth

Vice President Luth reported on meetings and events attended since the last meeting that include the City of Chino Council meetings; CONFIRE Board meeting; Agenda Review meeting; Finance Committee meeting; Salute to Public Safety event; monthly meeting with the Fire Chief; the Association of San Bernardino County Special Districts Association meeting; Chino Days and the Chino General Plan Advisory Committee meeting.

Director Haughey

Director Haughey reported on meetings attended since the last meeting that included Assemblymember Freddie Rodriguez’s swearing-in ceremony; meeting with Senator Seyarto and tour of the future fire station 68 grounds; City of Chino Hills Council meetings; the Association of San Bernardino County Special Districts Association meeting, the Special District Risk Management Authority Conference in Sacramento and the Salute to Public Safety event.

Director Kreeger

Director Kreeger reported on meetings and events attended since the last meeting that included the Association of San Bernardino County Special Districts Association meeting; Salute to Public Safety event; Chino Valley Unified School District meetings; City of Chino Hills Council meetings and Legislative Committee meeting.

Director Kreeger also reported that he attended the Fire District Association of California Conference in Napa and the Special District Risk Management Authority Conference in Sacramento. Director Kreeger provided a verbal report on keys items of interest from each conference.

President DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included the San Bernardino County Board of Supervisors meetings; Inland Empire of Utilities Agency meeting; Legislative Committee meeting; Agenda Review meeting; Finance Committee meeting; CONFIRE Board meeting; County Clarification Project Committee meeting through CONFIRE; and Salute to Public Safety event.

President DeMonaco reported that the Legislative Committee agreed to support California Special District's request for a letter of support of Assembly Bill 557 related to emergency remote meeting procedures under the Ralph M. Brown Act.

The Fire Board of Directors congratulated all service awards and Fire Explorer recipients. They also welcomed the Fire District's newest employee Matthew Hoch.

ADJOURNMENT

The meeting adjourned at 7:29 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, May 10, 2023 at 6:00 p.m. at District Headquarters located at 14011 City Center Drive, Chino Hills, CA 91709.

APPROVED AND ADOPTED THIS 10TH DAY OF MAY 2023.



Angela Robles, Clerk of the Board



John DeMonaco, President