

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Regular Meeting of the Board of Directors

Wednesday, August 9, 2023

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 6:00 p.m. by President DeMonaco.

ROLL CALL

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

Absent: None.

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

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

President DeMonaco read a summary of the Proclamation declaring September 11, 2023 as National Day of Service and Remembrance and presented it to CVFD Engineer Jeff Tytula.

Reserve Fire Inspector Recognitions:

President DeMonaco accompanied by Fire Chief Williams recognized David Fitz for his accomplishments at the Chino Valley Fire District and congratulated him on being hired by the Riverside County Fire Department.

President DeMonaco accompanied by Fire Chief Williams recognized Armando Reyes for his accomplishments at the Chino Valley Fire District and congratulated him on being hired by the Riverside County Fire of Moreno Valley.

Employee Service Year Awards

30 Years of Service

President DeMonaco announced that Captain Pete Morales was not able to attend the meeting. He congratulated Captain Pete Morales for 30 years of service with the Fire District.

President DeMonaco recognized three individuals who lost their lives in the line of duty fighting a wildfire in Riverside County, they are Cal Fire Assistant Chief Josh Bischof, Cal Fire Captain Tim Rodriguez, and contract pilot Tony Sousa.

The Board of Directors recessed at 6:13 p.m. and reconvened the meeting at 6:20 p.m.

ASSESSMENT HEARING

CONFIRMATION AND RECOVERY OF COSTS FOR WEED ABATEMENT SERVICES

Purpose of this report is for the Board of Directors to review, approve and adopt Resolution No. 2023-09 allowing the Fire District to recover costs for weed abatement services for Spring 2022, Fall 2022 and round-one inspections for Spring 2023.

President DeMonaco opened the Assessment Hearing.

Report By: Fire Marshal Danielle O'Toole

Fire Marshal O'Toole presented to the Board of Directors Resolution 2023-09 that included the cost reports for all parcels that the District has taken action on related to weed abatement for Spring and Fall 2022 and part of Spring 2023.

Fire Marshal O'Toole explained that all property owners were afforded the opportunity to pay the District directly, but have not done so. The fees are for the District's administrative costs and actual costs for abatement by the District's private contractor. Resolution 2023-09 allows for the posting of the cost report, the assessment hearing and the ability to collect costs owed to the District through the assessment of said properties.

Fire Marshal O'Toole stated that the cost reports were attached and posted for at least three (3) days prior to the August 9th Board meeting. Once adopted, Resolution 2023-09 will be forwarded to the County Auditor/Controller office so the costs may be placed on this year's tax roll.

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2023-09 allowing the Fire District to recover costs for weed abatement services for Spring 2022, Fall 2022 and round-one inspections for Spring 2023.

Charlie Blank addressed the Board and inquired about the District's cost recovery process for weed abatement. In response to Mr. Blank, it was explained that an assessment lien is placed on the property for cost recovery.

President DeMonaco closed the Assessment Hearing.

In response to questions from the Board, Fire Marshal O'Toole provided clarification related to the inspections and timing of the invoices, allowing for an allotment of 30 days for payment. Additionally, she clarified the deadline to submit the report to the County Assessor's office is August 10, 2023 by 5:00 p.m.

There was general discussion regarding the District's current fee schedule that includes weed abatement costs.

Moved by Director Kreeger, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to review, approve and adopt Resolution No. 2023-09 allowing the Fire District to recover costs for weed abatement services for Spring 2022, Fall 2022 and round-one inspections for Spring 2023.

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

PUBLIC HEARING

PROPERTIES DECLARED FOR WEED ABATEMENT

Purpose is for the Public to comment on the declaring and noticing of property owner(s) for weed abatement.

Report By: Fire Marshal Danielle O'Toole

Fire Marshal O'Toole reported that at the April 12th Board meeting, Resolution 2023-06 was adopted, allowing the Fire District to issue notices related to weed abatement.

The initial spring inspections were conducted in early May and based on regrowth from the second round of reinspections in July, additional properties have been found to be noncompliant. The additional noted property owners have been sent a notice outlining the actions they need to take, as well as the consequences for failing to act. In accordance with the resolution, the public hearing was scheduled to allow property owners to address the Board on this matter.

RECOMMENDATION: It is recommended that the Board of Directors review public comment on the declaring and noticing of property owner(s) for weed abatement and subsequent actions and charges, as well as make any rulings on any and all objections raised regarding the proposed removal of weeds and said charges.

There were no requests from the public to speak.

President DeMonaco closed the Public Hearing.

Moved by Director Ramos-Evinger, seconded by Director Haughey, carried by a 5-0 voice vote for the Board of Directors to review public comment on the declaring and noticing of property owner(s) for weed abatement and subsequent actions and charges, as well as make any rulings on any and all objections raised regarding the proposed removal of weeds and said charges.

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

PUBLIC COMMUNICATIONS

There were no requests 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 Supervisor Curt Hagman's upcoming events: Document Shredding event on September 30th at Upland Memorial Park from 9:00 a.m. to 12:00 noon; and, call for applications to fill a vacancy on the Senior Affairs Commission. Ms. Dang expressed her gratitude to Director Ramos-Evinger, Deputy Chief Ault, and Deputy Chief Skibar for including her in the National Night Out event.

Vice President Jeff Tytula, Chino Valley Fire Foundation announced the Foundation has secured November 2nd for a fundraising event at Top Golf. He also thanked the Board for taking a moment of silence for the first responders and pilot who lost their lives in Riverside County fire.

CONSENT CALENDAR

1. **MINUTES**

Minutes - July 12, 2023 Regular Meeting

2. **MONTHLY DISTRICT REPORT**

Month of June 2023

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – July 2023

4. MONTHLY TREASURER’S REPORT

Monthly Treasurer’s Report – June 2023
(Pulled from Consent Calendar for separate action.)

5. WARRANTS

Warrants for July 2023 #57766 through #57910

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

None.

7. RESOLUTION NO. 2023-10 OF THE BOARD OF DIRECTORS OF THE CHINO VALLEY INDEPENDENT FIRE DISTRICT APPROVING THE ADDITION OF FISCAL YEAR 2022-23 ITEMS NOT COMPLETED AS OF JUNE 30, 2023 TO THE FISCAL YEAR 2023-24 AMENDED BUDGET AS BUDGET AMENDMENT NO. 1

Purpose is to review and approve Resolution No. 2023-10 adding Fiscal Year 2022-23 items not completed as of June 30, 2023 to the Fiscal Year 2023-24 Amended Budget as Budget Amendment No. 1

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

Moved by Director Ramos-Evinger, seconded by Vice President Luth, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar items 1 through 3, as well as 5 through 7, as presented. Item 4 was pulled from the Consent Calendar for separate action.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

ITEMS PULLED FROM CONSENT CALENDAR

4. Monthly Treasurer’s Report – June 2023

In response to questions from the Board, Finance Director Mark Shaker explained that investment types are regularly examined in consultation with the District’s investment advisor. Staff along with the District’s investment advisor will continue to monitor the investments and as they mature possibly repurchase them at a higher interest rate and for a longer period of time.

Moved by Director Kreeger, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to receive and file the Monthly Treasurer's Report for June 2023 as presented.

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

OLD BUSINESS

None.

NEW BUSINESS

UPDATE TO THE CVFD STANDARDS OF COVER ASSESSMENT AND STRATEGIC PLAN

Purpose is to present, review and discuss an update to the current CVFD Standards of Cover Assessment and develop a Strategic Plan in accordance with GFOA requirements and standards.

Report By: Chief Dave Williams and Deputy Chief Jeremy Ault

Chief Williams introduced the item. Deputy Chief Ault stated the report is a preliminary presentation of the plan to update the CVFD Strategic Plan. It is anticipated that further discussion on the plan would occur at a future Board Workshop.

RECOMMENDATION: It is recommended that the Board review and discuss an update to the current CVFD Standards of Cover Assessment and the development of a Strategic Plan, in accordance with GFOA requirements and standards.

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

Vice President Luth asked if the key difference between the last standard of cover assessment (SOC) and the upcoming SOC is the additional component of a strategic plan.

Deputy Chief Ault explained that Citygate will make recommendations on how the District can move forward. Citygate will assist the District with creating the plan based on the District goals. This process will also include an assessment of the goals.

No action taken on this item; receive and file.

FIRE CHIEF'S COMMENTS

Personnel Development Activities:

- On July 19th, Human Resources Director Arroyo provided a Supervisors Training Class to the California Code of Enforcement Offices.
- Only July 27th, California State Senator Kelly Seyarto presented Deputy Chief Ault with the 2023 Chino Valley Leadership Award, on behalf of the Chino Valley Chamber of Commerce.

Board Activities/Public Relations:

- On July 8th Several Board members and Staff attended the annual Open House BBQ hosted by Assembly member Freddie Rodriguez.
- On August 1st, Command Staff and several Board Members participated in the National Night Out Community event.

CONFIRE Items of Interest:

- Interim Director Cooke continues to negotiate potential terms of the request for proposal of ambulance services with the San Bernardino County Board of Supervisors.
- The District is hopeful to hear the outcome of the negotiation by August or September.

Organizational Items of Interest:

- On July 12-14th Fire Chief Williams attended the Fire Chief's Summit in Orlando, Florida.
- On July 18th, Vice President Luth and CVFD staff presented Chino Police Chief Wes Simmons with a plaque in honor of his retirement.
- On July 20th, Deputy Chief Skibar, Deputy Chief Ault, and members of the CVFD Peer Support Team attended a regional Peer Support meeting at the San Bernardino Sheriff's Headquarters. He stated that a presentation about the Peer Support Program will be provided at a future Board Meeting which will add value to the District's personnel.
- July 24th was the Finance Committee Meeting.
- On August 1st, Executive Management Team and various Suppression and Support Staff members attended the first annual National Morning Out event spearheaded by the Chino Police department as a precursor to National Night out.
- Also, on August 1st the District conducted their Agenda Review Committee Meeting.
- On August 2nd the Legislative Committee Meeting met and received an update from the Rojas Communication Group.
- On August 3rd, the 49th Community Access AED was installed at the Buffalo Wild Wings, in Chino Hills and "Hands-only CPR" instruction was provided to employees and community members. Donations for the AED was raised by the Chino Valley Fire Foundation.
- In July, Fire Personnel completed training on Firefighter Survival and Rapid Intervention Crew Activation and EMS Quality Improvement.

EMS:

- In the month of July, CVFD Personnel provided mutual aid on the Bonnie Incident and the Rabbit Incident, both fires were in Riverside County.
- On July 1st CVFD staffed one medic cart and staffed a booth at the Chino Fireworks Spectacular.
- On July 3rd CRR Team hosted a booth at the City of Chino Hills Concert in the Park.
- On July 18th the District's Fire Marshal, PIO, and a Battalion Chief participated in a Table Top exercise conducted by the Army Corp of Engineers. The event was held in the City of Yorba Linda.
- On July 29th, several Suppression and Administrative staff participated in the Backpack and School supply giveaway at the Chino Community Building.

Upcoming Events:

- Police Chief Wes Simmons Walk of Honor at Chino Police Department Headquarters on August 10th.
- Fire Chief Williams and Deputy Chief Ault will attend a round table discussion related to wildland impacts with Congresswoman Norma Torres.
- Also, on August 10th, CVFD Staff will have representation at a following Community Funding Projects Application Review meeting hosted by Congresswoman Torres's Office.
- Finance Committee Meeting on Monday, August 21st.
- CONFIRE Administrative Committee Meeting on Tuesday, August 22nd.
- San Bernardino County Fire Chief's Association Meeting on August 24th.
- From August 28th-August 30th the Fire Board and the Fire Chief will be attending the CSDA Conference in Monterey.
- Labor Day is on September 4th.
- 9/11 Memorial Service will be at Fire Station 66 on September 11th.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Ramos-Evinger

Director Ramos-Evinger reported on meetings and events attended since the last meeting that included Chino Council meetings; monthly meeting with the Fire Chief; Board mandated trainings; and National Night Out event.

Director Kreeger

Director Kreeger reported on meetings and events attended since the last meeting that National Night Out event; monthly meeting with the Fire Chief; Chino Valley Unified School District meetings; Chino Hills Council meetings; and the Legislative Committee meeting.

Director Haughey

Director Haughey reported on meetings and events attended since the last meeting that included the Chino Hills Council meetings and monthly meeting with the Fire Chief.

Vice President Luth

Vice President Luth reported on meetings and events attended since the last meeting that included Chino Council meetings; General Plan Committee meeting for the City of Chino, Agenda Review meeting; Finance Committee meeting; National Night Out event; National Morning Out event; and monthly meeting with the Fire Chief.

President DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included IEUA meeting; San Bernardino County Board of Supervisors meeting; CSDA Legislative Committee meeting; Finance Committee meeting; Legislative Committee meeting, Agenda Review meeting; and monthly meeting with the Fire Chief. He also announced that the State of the Fire District is scheduled for October 25, 2023.

The Board of Directors congratulated all service award recipients and the Reserve Fire Inspectors. The Board of Directors expressed condolences to the families of the first responders and pilot who perished in the Riverside County fire.

ADJOURNMENT

The meeting was adjourned in memory of Cal Fire Assistant Chief Josh Bischof, Cal Fire Captain Tim Rodriguez, and contract pilot Tony Sousa. The next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District will be held on Wednesday, September 13, 2023 at 6:00 p.m. at the Fire District Administrative Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

APPROVED AND ADOPTED THIS 13TH DAY OF SEPTEMBER 2023.



Angela Robles, Clerk of the Board



John DeMonaco, President