

**CHINO VALLEY INDEPENDENT FIRE DISTRICT**

*Regular Meeting of the Board of Directors*

*Wednesday, November 8, 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 Tom Haughey and Director Mike Kreeger.

Absent: None.

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

**CLOSED SESSION**

President DeMonaco announced and read the Closed Session item.

**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 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 Tom Haughey and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Deputy Chief Jeremy Ault, Deputy Chief Carlos Skibar, Acting Deputy Chief Dean Smith, Legal Counsel Isaac Rosen, Acting Clerk of the Board Melania Arredondo, 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**

Keith Roby, Fire District Chaplain led the invocation.

### **CHANGES TO THE AGENDA**

Acting Clerk of the Board Arredondo reported no changes to the agenda.

### **PRESENTATIONS / ANNOUNCEMENTS**

#### **Military Service Recognition & Veterans' Ambassador Program**

President DeMonaco accompanied by Fire Chief Williams, Deputy Chief Ault, and Chino Hills Council Member Art Bennett recognized the following members of the Chino Valley Fire District who served in our nation's armed services and who are members of the Chino Valley Fire District Veteran's Ambassador Program:

Firefighter Paramedic Tyler Hackbarth, United States Air Force  
Firefighter Paramedic Steve Sands, United States Army  
Engineer Mike Age, United States Army  
Firefighter Paramedic Aaron Patty, United States Marine Corps

#### **New Employee Introduction**

President DeMonaco accompanied by Fire Chief Williams introduced and welcomed Joshua Avina, Support Services Technician to the Chino Valley Fire District.

### **Employee Promotion**

President DeMonaco accompanied by Chief Williams recognized Permit Technician Emily Geddes for her promotion with the Chino Valley Fire District.

### **Employee Service Year Awards**

#### **15 Years of Service**

President DeMonaco accompanied by Fire Chief Williams recognized and congratulated Public Information Officer Massiel De Guevara for 15 years of service with the Fire District.

#### **25 Years of Service**

President DeMonaco accompanied by Fire Chief Williams recognized and congratulated Captain Mike Moore for 25 years of service with the Fire District.

President DeMonaco accompanied by Fire Chief Williams recognized and congratulated Captain Pete Roebuck for 25 years of service with the Fire District.

#### **30 Years of Service**

President DeMonaco accompanied by Fire Chief Williams recognized and congratulated Battalion Chief Wayne Fontes for 30 years of service with the Fire District.

### **PUBLIC HEARING**

#### **PROPERTIES DECLARED FOR FALL WEED ABATEMENT**

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

President DeMonaco opened the Public Hearing.

Report By: Fire Marshal Danielle O'Toole

**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.

Fire Marshal Danielle O'Toole reported on the District's first round of fall reinspections that resulted in several properties found to be noncompliant. Fire Marshal O'Toole explained that property owners were notified by mail and provided with a date by when to abate the hazard. Additionally, that the Community Risk Reduction Department will begin reinspections November 9<sup>th</sup> and any property

failing to abate the noted violation will be sent an administrative citation as well as subject to abatement by the District's private contractor.

Fire Safe Council, Chair Charlie Blank commented regarding an issue with a property that has since been resolved with the assistance of Deputy Fire Marshal Ott.

President DeMonaco closed the Public Hearing.

**Moved by Director Kreeger, seconded by Director Ramos-Evinger, 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.**

**ADOPT RESOLUTION NO. 2023-12 ADOPTING A MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT FOR THE DEVELOPMENT OF FIRE STATION 68 AND ESSENTIAL RESOURCE FACILITY AND APPROVING THE PROJECT**

Purpose is for the Board of Directors to conduct a public hearing allowing for public comment, and to adopt Resolution No. 2023-12 adopting a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for Chino Valley Fire Station 68 and an Essential Resource Facility (ERF).

President DeMonaco opened the Public Hearing.

Report By: Acting Deputy Chief Dean Smith

**RECOMMENDATION:** It is recommended that the Board of Directors allow public comment and adopt Resolution No. 2023-12, a Resolution of Regular Board Meeting - November 8, 2023 - Page 2 of 771 the Chino Valley Fire District adopting a Mitigated Negative Declaration and Mitigation Monitoring Reporting Program under the California Environmental Quality Act, for the development of Fire Station 68 and Essential Resource Facility and approving the Project.

Acting Deputy Chief Smith reported on the proposal for the construction of the new fire station (Fire Station No. 68) and the Essential Resource Facility (ERF) that includes a separate building for offices, apparatus bays, and emergency supply storage.

The Districts environmental subconsultant Megan Gibson, Project Manager/Senior Environmental Planner with the Chambers Group, reviewed the environmental analysis of the project site and summary of findings. Ms. Gibson noted the environmental documents were made available for a 30 day public review period.

District Legal Counsel Isaac Rosen reported that the District received a public comment letter and both the letter and the District's response was posted to the District's website on November 8<sup>th</sup> and added to the agenda packet beginning with PDF page 29.

President DeMonaco closed the public hearing.

The Board of Directors thanked the team who put the report together for their hardwork and dedication to include the details pertaining to the item.

**Moved by Director Ramos-Evinger, seconded by Director Haughey, carried by a 5-0 voice vote for the Board of Directors to adopt Resolution No. 2023-12, a Resolution of Regular Board Meeting - November 8, 2023 - Page 2 of 771 the Chino Valley Fire District adopting a Mitigated Negative Declaration and Mitigation Monitoring Reporting Program under the California Environmental Quality Act, for the development of Fire Station 68 and Essential Resource Facility and approving the Project.**

**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 4<sup>th</sup> 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 congratulated staff on the service awards as well as the promotion, new hire, and Veteran program. Representative Dang provided information on Supervisor Curt Hagman's upcoming and prior events: Veteran claims event and Christmas Open House on December 7<sup>th</sup> from 5:30 p.m. to 7:30 p.m. at the Chino Hills City Hall Lobby. Representative Dang thanked the Veterans for their service.

Council Member Chris Flores, City of Chino reported on the following community events and projects: Annual Veteran's Day ceremony on November 11<sup>th</sup> at 11:00 a.m. at the Chino Liberty Courtyard; Fall Bingo Bash on November 13<sup>th</sup> at 5:15 p.m. at Brinderson Hall at the Chino Fairgrounds; Boxing Foundation on August 24<sup>th</sup>; and Bark Around Ayala Park on November 17<sup>th</sup>.

Council Member Art Bennett, City of Chino Hills congratulated staff for their years of service with the District; thanked the Board for the Veteran acknowledgment; and reported on the following community events: Dedication Ceremony on November 15<sup>th</sup> at 2:00 p.m.; Community Park Rehabilitation Phase 3; Veterans Day Breakfast and Ceremony on November 11<sup>th</sup> at the Community Center at 8:00 a.m.; Friendsgiving for children and families with special needs on November 16<sup>th</sup> from 6:00 p.m. to 8:00 p.m. at McCoy Equestrian Center; Tree Lighting Ceremony on December 2<sup>nd</sup> at 5:00 p.m.; Boat Parade December 15<sup>th</sup>; and recognized two Chino Hills recreational staff for performing life saving measures.

**CONSENT CALENDAR**

1. **MINUTES**

Minutes – October 11, 2023 Regular Meeting  
Minutes – October 18, 2023 Special Board Meeting

2. **MONTHLY DISTRICT REPORT**

Month of September 2023

3. **MONTHLY FINANCIAL REPORT**

Monthly Financial Report – October 2023

4. **MONTHLY TREASURER’S REPORT**

Monthly Treasurer’s Report – September 2023

5. **WARRANTS**

Warrants for October 2023 #58226 through #58379

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

None.

7. **LEAD FIRE EQUIPMENT MECHANIC AND FIRE EQUIPMENT MECHANIC**

Purpose is for Board of Directors to consider vacating the job classification of Lead Fire Equipment Mechanic and change the job title of Fire Equipment Mechanic to Fire Apparatus and Fleet Mechanic and adjust the salary range for said position.

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

**Moved by Director Kreeger, 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 7.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

**OLD BUSINESS**

8. **AGREEMENT NO. 2023-14 WITH ATKINSON ANDELSON LOYA RUUD AND ROMO**

Purpose is for the Board of Directors to review, approve and authorize the Fire Chief to execute Agreement No. 2023-14 with Atkinson Andelson Loya Ruud & Romo to provide labor counsel for the Chino Valley Fire District. (This item was presented at the September 13, 2023 meeting.)

Report By: Human Resources Director Anthony Arroyo

**RECOMMENDATION:** It is recommended the Board of Directors approve the agreement with Atkinson Andelson Loya Ruud & Romo in the amount not to exceed \$50,000 to conduct labor negotiations with the Fire Association, Teamsters and any other group upon recommendation of the Board of Directors and authorize the Fire Chief to execute the agreement on behalf of the District.

Human Resources Director Arroyo stated an ad-hoc committee was formed to interview firms who specialize in labor negotiations, after interviewing Atkinson Andelson Loya Ruud & Romo staff was instructed to negotiate an agreement with the firm.

Human Resources Director Arroyo reported staff was able to devise a contract that would negotiate a reduced hourly rate from \$390 per hour to \$385 per hour which would not require a need for additional funds to be budgeted. Additionally, the lawfirm is able to conduct a training session in early 2024 if desired.

There was discussion regarding the attorneys who would be assigned to the District as well as the attorney hourly rates.

**Moved by Director Kreeger, seconded by Director Ramos-Evinger, carried by a 5-0 voice vote for the Board of Directors to approve the agreement with Atkinson Andelson Loya Ruud & Romo in the amount not to exceed \$50,000 to conduct labor negotiations with the Fire Association, Teamsters and any other group upon recommendation of the Board of Directors and authorize the Fire Chief to execute the agreement on behalf of the District.**

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

**NEW BUSINESS**

9. **BOARD OF DIRECTORS SELECTION OF OFFICERS**

Purpose is for the Board of Directors to nominate and vote for the position of President and Vice President effective December 1, 2023.

Report By: President John DeMonaco

**RECOMMENDATION:** It is recommended that the Board of Directors nominate and elect the Board Officers for the position of President and Vice President effective December 1, 2023

In compliance with Section 2010.5 of the Board of Directors Policy and Procedures, the Board shall annually elect a President and Vice President in November and terms of office are effective December 1.

President DeMonaco opened nominations for the office of President.

President DeMonaco nominated Vice President Luth for the office of President.

There were no other nominations for President.

President DeMonaco closed the nominations for the office of President.

**Carried 5-0 voice vote for the Board of Directors to nominate and elect Vice President Luth to the position of President effective December 1, 2023.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

President DeMonaco opened nominations for the office of Vice President.

Director Kreeger nominated Director Ramos-Evinger for the office of Vice President.

There were no other nominations for Vice President.

President DeMonaco closed the nominations for the office of Vice President.

**Carried 5-0 voice vote for the Board of Directors to nominate and elect Director Ramos-Evinger to the position of Vice President effective December 1, 2023.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

10. **SB 1205 COMPLIANCE REPORT FOR STATE MANDATED ANNUAL FIRE INSPECTIONS**

Purpose is for the Board of Directors to receive information regarding state mandated compliance reporting, relating to Senate Bill 1205.

Report By: Fire Marshal Danielle O'Toole



**RECOMMENDATION:** It is recommended that the Board of Directors receive and file the information presented.

Fire Marshal O'Toole presented the State mandated inspection reports to the Board of Directors. The mandated inspections are conducted on a calendar year basis and Community Risk Reduction has completed the initial inspection on all said occupancies.

The Board of Directors received and filed the information presented.

### **FIRE CHIEF'S COMMENTS**

#### Personnel Development Activities:

- On October 18<sup>th</sup>, the Board of Directors and Chief conducted a leadership workshop.
- October 21<sup>st</sup>, the Fire District held its annual Open House event, almost 2,000 people attended.
- October 24<sup>th</sup>, Papachinos honored First Responders with an appreciation breakfast.
- On October 24<sup>th</sup>, Executive staff attended the ConFire Administrative Committee Meeting.
- October 25<sup>th</sup>, the Fire District, in partnership with the Fire Foundation, held its annual State of the Fire District luncheon which took place at Fire Station 61.
- October 26<sup>th</sup>, Command staff attended the monthly San Bernardino County Fire Association meeting.

#### Board Activities/Public Relations:

- On Tuesday, November 7<sup>th</sup>, Chino Police Dept. hosted a community meeting for mandarin speaking residents. Translation services and information about the District were provided by Fire Inspector Lena Lin.
- On October 28<sup>th</sup> Chino Police Department hosted their annual Open House.
- On November 2<sup>nd</sup>, the Chino Valley Fire Foundation hosted a fundraiser at Top Golf.

#### Organizational Items of Interest:

- On October 30th Human Resources Committee Meeting.
- On October 30th Agenda Review Committee Meeting.

#### Human Resources Update:

- HR Staff attended the Neogov conference. Neogov is our applicant tracking and evaluation program.
- The first round of interviews were held on November 7 and 8 for CRR Office Technician.
- Finalist interviews were held on November 6 for Fire Captain.
- On November 7, HR Director Arroyo held a training session on becoming an effective supervisor at the California Association of Code Enforcement Officers annual conference.

#### Upcoming Meetings/Events:

- November 10<sup>th</sup> Veterans Day Holiday – District Closed
- November 11th Veterans Day Ceremonies:
  - City of Chino Hills - 8AM Chino Hills Community Center

- City of Chino - 10:30 AM Chino Community Center
  - November 15th, Section 115 Trust Meeting.
  - November 16th, San Bernardino County Chief's Meeting.
  - November 23/24 Thanksgiving Holiday – District Closed.
  - December 4<sup>th</sup>, Agenda Review Committee Meeting.
  - December 7<sup>th</sup>, West End Chief's Meeting.
  - December 7<sup>th</sup> Supervisor Curt Hagman's Christmas Open House.
  - December 9<sup>th</sup> City of Chino Youth Christmas Parade.
  - December 13<sup>th</sup> – Make a Child Smile, Walmart, Chino.

**CONFIRE Items of Interest:**

- With EMS Parham assistance Confire has successfully hired several ECNS Nurses, Interim Director Cooke continues to negotiate potential terms of the request for proposal of ambulance services with the San Bernardino County Board of Supervisors.
- Staff will be attending the Board of Supervisors meeting on November 14th

**BOARD COMMITTEE REPORTS/BOARD COMMENTS**

**Director Ramos-Evinger**

Director Ramos-Evinger reported on meetings and events attended since the last meeting that included CVFD Open House; Human Resources Committee meeting; Chino Council meetings; Fire Safe Council meetings/Trunk or Treat event; monthly meeting with Fire Chief; Special Board Meeting Workshop; First Responder Breakfast; Chino PD's Open House; CVFD State of the Fire District; ASBCSD Meeting; Top Golf Fundraiser; and Night Training.

**Director Haughey**

Director Haughey reported on meetings and events attended since the last meeting that included the CVFD Open House; CVFD State of the District; Chino Hills Council meetings; Human Resources Committee meeting; Chino Hills Council meetings; monthly meeting with the Fire Chief; Special Board Meeting Workshop; Special District Dinner in Rancho Cucamonga, CIW meetings; and Night Training.

**Director Kreeger**

Director Kreeger reported on meetings and events attended since the last meeting that included the CVFD Open House; CVFD State of the District; Chino Hills Council meetings; Chino Hills pop-up City Hall; Chino Valley Unified School District School Board meeting; monthly meeting with the Fire Chief; Top Golf Fundraiser; First Responder Breakfast; Special Board Meeting Workshop; and Chino PD's Open House.

**Vice President Luth**

Vice President Luth reported on meetings and events attended since the last meeting that included CVFD Open House; CVFD State of the District; Chino Council meetings; Airport Commission meeting; Agenda Review meeting; Special Board Meeting Workshop; and ASBCSD Meeting.

President DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included the IEUA meeting; San Bernardino County meetings; Agenda Review meeting; Special Board Meeting Workshop; CVFD Open House; and CVFD State of the District.

The Board of Directors congratulated the service awards and Emily Geddes for her promotion as well as welcomed Joshua Avina to the Fire District. Also, they thanked all veterans for their service.

**ADJOURNMENT**

The meeting was adjourned at 7:39 p.m. The next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District will be held on Wednesday, December 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 13<sup>th</sup> DAY OF DECEMBER, 2023.

  
\_\_\_\_\_  
Angela Robles, Clerk of the Board

  
\_\_\_\_\_  
Harvey Luth, President