

# **CHINO VALLEY INDEPENDENT FIRE DISTRICT**

*Regular Meeting of the Board of Directors*

*Wednesday, April 10, 2024*

*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 4:33 p.m. by Board President Luth.

### **ROLL CALL**

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

Absent: None.

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

### **CLOSED SESSION**

President Luth announced and read the Closed Session items.

1. **PUBLIC EMPLOYEE**

Pursuant to Government Code Section 54957 - Public Employee Dismissal/Release/Retirement

2. **CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section 54957.6 Agency Negotiators: Fire Chief Dave Williams; Human Resources Director Anthony Arroyo; and Finance Director Mark Shaker.

Employee Organizations: Chino Valley Professional Firefighters Local 3522 Safety Unit; Teamsters Local 1932 Non-Safety Unit; and Unrepresented Management, Confidential, and Part-Time employees.

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

### **ADJOURN TO CLOSED SESSION**

President Luth adjourned the Open Session to Closed Session at 4:35 p.m.

**REOPEN TO OPEN SESSION**

President Luth reopened to Open Session at 6:00 p.m.

**ROLL CALL**

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

Absent: None.

Also present: Fire Chief Dave Williams, Deputy Chief Jeremy Ault, Deputy Chief Carlos Skibar, 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 on Closed Session item 1, the Board of Directors approved Resolution No. 2024-08 by a vote of 5-0 for an Industrial Disability Retirement for a retired employee.

District Legal Counsel Isaac Rosen reported that there was no reportable action taken on Closed Session item 2.

**FLAG SALUTE**

Vice President Ramos-Evinger led the assembly in reciting the Pledge of Allegiance.

**INVOCATION**

Joey Padilla, 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 Luth read a summary of the Proclamation declaring April 1-30, 2024, as National Donate Life Awareness Month and presented it to Donate Life Ambassador Robert Ralston.

**Retirement Recognition:**

**James E. Jenkins, Director of Airports for San Bernardino County**

President Luth accompanied by Fire Chief Williams congratulated James E. Jenkins on his retirement as the Director of Airports for San Bernardino County.

The Board of Directors took a recess at 6:20 p.m. and reconvened the meeting at 6:26 p.m.

### **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 provided information on Supervisor Curt Hagman's upcoming event: Annual Job Fair on May 8th from 10:00 a.m. to 2:00 p.m. at the Ontario International Airport old Terminal 1.

Mayor Pro Tem Karen Comstock from the City of Chino reported on the following community events: Residential Community Cleanup Day on April 13th from 8:00 a.m. to 1:00 p.m. at 13793 Redwood Street; Corn Feed Run Car Show & Cruise on April 27th from 8:00 a.m. to 3:00 p.m. at Chino Civic Center; State of the City on May 14th at 6:00 p.m. located at Chaffey College Chino Community Center.

Director Haughey asked for Mayor Pro Tem Comstock's insights regarding the prisoners who have been condemned on death row, being moved out of San Quentin and a number of those inmates that have been moved to CIM in Chino.

Mayor Pro Tem Comstock responded with her experience as the retired Police Chief of Chino, stating the current state of CIM not being equipped to handle Level 4 inmates when CIM is equipped to only handle Level 2. It was also stated what the possible outcomes and dangers that the community may face with the incoming inmates and the additional measures the community would need to take in order to lower the possibility of the worst scenario occurring.

Vice Mayor Art Bennett from City of Chino Hills provided information regarding upcoming events: Chino Hills Concert Series at 7:00 p.m. located at the Chino Hills Community Center; Recognition of Volunteers on May 25th; and State of the City on April 30th from 5:30 p.m. to 8:00 p.m. at the Chino Hills Community Center. Vice Mayor Art Bennett thanks Vice President Ramos-Evinger and Director Kreeger for their support at the Chino Hills Council Meetings.

### **CONSENT CALENDAR**

1. **MINUTES**  
Minutes – March 13, 2024 Regular Meeting
2. **MONTHLY DISTRICT REPORT**  
Month of February 2024

3. MONTHLY FINANCIAL REPORT  
Monthly Financial Report – February 2024
4. MONTHLY TREASURER’S REPORT  
Monthly Treasurer’s Report – February 2024
5. WARRANTS  
Warrants for March 2024 #58950 through #59115
6. BOARD MEETINGS/TRAVEL – AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING

None.

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

**Moved by Director Kreeger, seconded by Vice President 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: Luth, Ramos-Evinger, DeMonaco, Haughey, and Kreeger.**  
**NOES: BOARD MEMBERS: None.**  
**ABSTAIN: BOARD MEMBERS: None.**  
**ABSENT: BOARD MEMBERS: None.**

**OLD BUSINESS**

None.

**NEW BUSINESS**

7. RESOLUTION NO. 2024-06 PROPERTIES DECLARED FOR WEED ABATEMENT

Purpose of this report is for the Board of Directors to review, approve and adopt Resolution No. 2024-06 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

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2024-06 regarding the declaring and noticing of property owners for weed abatement.

Fire Marshal O’Toole stated ordinance 2022-01 prohibits the accumulation of combustible vegetation that can be deemed a fire hazard due to the Fire District’s location and the prevalence of forest, brush, and grass-covered lands.

Fire Marshal O’Toole summarized Resolution 2024-06 which includes the list of properties declared for weed abatement. It is stated the Spring inspections will begin May 6 and the Fall inspections will begin in September.

Fire Marshal O'Toole stated non-compliant property owners will receive a Notice to Destroy Weeds that outlines actions, compliance deadlines, and the availability of a Public Hearing process. Fire Marshal O'Toole explained the steps in the weed abatement noticing process. Fire Marshal O'Toole stated all property owners failing to abate the noted hazard by their reinspection date are subject to an administrative citation and abatement by the district's private contractor.

In response to questions from the Board, Fire Marshal O'Toole explained that all parcels within the District's jurisdiction are listed in the proposed resolution to provide adequate time for property owners to comply and abate their properties following the spring inspection. Furthermore, parcels that remain out of compliance after the deadline will be included in the resolution that will come before the Board of Directors at a future meeting.

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

**Moved by Director Haughey, seconded by Director DeMonaco, carried 5-0 voice vote for the Board of Directors to adopt Resolution No. 2024-06 regarding the declaring and noticing of property owners for weed abatement.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

8. RESOLUTION NO. 2024-05 APPROVING MID-YEAR BUDGET ADJUSTMENTS AS BUDGET AMENDMENT NUMBER 3 FOR FISCAL YEAR 2023-24

Purpose is to review and discuss Resolution No. 2024-05, approving mid-year budget adjustments as Budget Amendment Number 3 for FY24.

Report By: Finance Director Mark Shaker

RECOMMENDATION: It is recommended that the Board of Directors review and approve Resolution No. 2024-05 adjusting the Fiscal Year 2023-24 Amended Budget as Budget Amendment No. 3.

Finance Director Shaker stated the most significant proposed budget adjustment is a result of higher than budgeted mutual aid response recoveries as well as an increase in Workers Comp insurance expenditures.

Finance Director Shaker noted a positive adjustment that includes interest revenues of an additional \$538,000 due to favorable market conditions and increased investment activity as well as an adjustment for the revenues the District is receiving.

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

**Moved by Vice President Ramos-Evinger, seconded by Director Kreeger, carried 5-0 voice vote for the Board of Directors to adopt Resolution No. 2024-05 adjusting the Fiscal Year 2023-24 Amended Budget as Budget Amendment No. 3.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

9. RESOLUTION NO. 2024-04 ALLOCATING SURPLUS FUNDS TO REDUCE PENSION LIABILITIES THROUGH BUDGET AMENDMENT NUMBER 2 FOR FISCAL YEAR 2023-24

Purpose is for the Board of Directors to review and discuss Resolution No. 2024-04 for the proposed allocation of FY23 budget surplus funds toward reduction of pension liabilities as Budget Adjustment Number 2.

Report By: Finance Director Mark Shaker

RECOMMENDATION: It is recommended that the Board of Directors review and approve Resolution No. 2024-04 for the proposed allocation of FY23 budget surplus funds toward reduction of pension liabilities as Budget Adjustment Number 2.

Finance Director Shaker reviewed the terms of the previously adopted Chino Valley Fire District 115 Retirement Trust, an irrevocable trust under Internal Revenue Service Code Section 115, which stated up to one-third of annual excess revenues or budget surplus would be directed toward reducing pension liabilities.

Finance Director Shaker explained that under the policy, fiscal year excess revenues earmarked for accelerated pension funding can be contributed either to the District's retirement trust or directly to CalPERS on behalf of the District's employees, or a combination of both.

Finance Director Shaker noted at previous meetings there have been consideration to split the annual excess revenues, 50/50 with CalPERS and the 115 Retirement Trust but historically the excess revenues benefits more in the 115 Retirement Trust rather than split with CalPERS.

Director Kreeger inquired about the amount that is in the 115 Retirement Trust.

Finance Director Shaker stated the estimated amount being \$10.2 million and noted the amount in the 115 Retirement Trust fluctuates monthly.

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

**Moved by Director Haughey, seconded by Director DeMonaco, carried 5-0 voice vote for the Board of Directors to adopt Resolution No. 2024-04 for the proposed allocation of FY23 budget surplus funds toward reduction of pension liabilities as Budget Adjustment Number 2.**

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

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

#### Personnel Development Activities:

- March 21<sup>st</sup> – Salute to Public Safety Luncheon – Chino Hills Community Center.
- March 22<sup>nd</sup> – Meet n’ Greet with Senator Seyarto – Chamber Event.
- April 8<sup>th</sup> – LAFCO – Proposal for Application Technical Review.
- April 10<sup>th</sup> – Budget Joint Management Review.

#### Organizational Items of Interest:

- Clerk of the Board staff attended the City Clerks Association of California Annual Conference in San Diego from April 4-6, 2024. Staff earned points towards their Municipal Clerk certification, enhanced their professional skill development, and studied new trends in technology.

#### Human Resources Update:

- On March 25<sup>th</sup> and 26<sup>th</sup>, interviews were held for Fire Recruit.
- On March 27<sup>th</sup>, interviews were held for part-time Office Technician who will be assigned to HR; second interviews were held on April 9<sup>th</sup>.
- On March 28<sup>th</sup>, interviews were held for Support Services Technician and an offer was made to the top candidate.
- On March 26<sup>th</sup>, HR staff (Angelica de la Torre) attended the SDRMA Spring Education Day.

#### EMS:

- In person captain’s meetings in April.
- Virtual crew meeting beginning in April.
- Implemented Daily/Weekly/Monthly reporting system.
- Met with Chino Hills staff regarding Emergency Evacuation Planning March 25<sup>th</sup>.
- Conducted joint Labor/Management meeting regarding a draft operational plan for ambulance deployment.
- Attended meeting with staff from U.S. Senator Padilla’s office regarding congressionally directed funding.

#### CONFIRE Items of Interest:

- On behalf of the CONFIRE Ground Ambulance Implementation Team:
  - There are 65 members working on the Implementation Team to bring this project to fruition. CONFIRE EMS and Mobile Health offices are currently located in the City of Redlands while working on long-term lease agreements.

- The Public Affairs team is working with local Fire Chiefs on a social media video release to help provide a level of education to our communities of “What to Expect Day 1” campaign. Local Fire Chiefs will record a video with a unified message of what the community can expect on October 1 and beyond.
- The Implementation Team continues to meet with area stakeholders, including all hospitals within the community, as we seek to work collaboratively to improve patient outcomes and experiences.
- CONFIRE EMS and Mobile Health have been engaged heavily in talent acquisition through a robust hiring initiative. CONFIRE has upgraded two key leadership positions and filled both positions with internal promotion and outside hiring processes. In addition, the private side of the alliance model hired a total of five fulltime key leadership positions with several more slated in the weeks to come. CONFIRE continues to work towards our HR recruitment plan over the next several months to ensure they have the staffing to meet the needs of our communities at large.

Upcoming Meeting/Events:

- April 16<sup>th</sup> - Donate for Life – Flag Raising Event and Photo Opportunity.
- April 18<sup>th</sup> – Cal Chiefs EMS Section South Meeting 2024.
- April 23<sup>rd</sup> – April 26<sup>th</sup> – FDAC Annual Conference.
- April 27<sup>th</sup> – Annual Corn Feed Fun.
- April 30<sup>th</sup> – 2024 Chino Hills State of the City Event.

**BOARD COMMITTEE REPORTS/BOARD COMMENTS**

Director DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included the Meet & Greet with Senator Seyarto; IEUA meeting; Board of Supervisors meeting; and Salute to Public Safety.

Director Haughey

Director Haughey reported on meetings and events attended since the last meeting that included the Chino Days; Legislative Ad Hoc Committee meeting in Sacramento; ASBCSD meeting; Chino Council meetings; Salute to Public Safety; CIM meeting; Meet & Greet with Senator Seyarto; SDRMA Spring Education Day; and monthly meeting with the Fire Chief.

Director Kreeger

Director Kreeger reported on meetings and events attended since the last meeting that included the Legislative Ad Hoc Committee meeting in Sacramento; LAFCO meeting; Chino Hills Council meetings; ASBCSD meeting; Chino Valley Unified School District School Board meeting; Meet & Greet with Senator Seyarto; Valley Communications Center Groundbreaking; Salute to Public Safety; monthly meeting with the Fire Chief; as well as many of the meetings and events previously mentioned.



Vice President Ramos-Evinger

Vice President Ramos-Evinger reported on meetings and events attended since the last meeting that included the Chino Days; Finance Committee meeting; ASBCSD meeting; Salute to Public Safety; Chino Hills Council meeting; LAFCO meeting; Fire Safe Council meetings; monthly meeting with Fire Chief; and Agenda Review meeting.

President Luth

President Luth reported on meetings and events attended since the last meeting that included the Finance Committee meeting; ASBCSD meeting; Salute to Public Safety; LAFCO meeting; Chino Council meetings; monthly meeting with Fire Chief; CIW meeting; San Bernardino Airport Commission meeting; Meet & Greet with Senator Seyarto; and Agenda Review meeting.

The Board of Directors congratulated Director James Jenkins on his approaching retirement; the success of the Salute to Public Safety event; as well as the District's participation in Donate for Life.

**ADJOURNMENT**

The meeting was adjourned at 7:09 p.m. The next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District will be held on Wednesday, May 8, 2024, 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 8TH DAY OF MAY 2024.



Angela Robles, Clerk of the Board



Harvey Luth, President