

**COASTSIDE FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

October 24, 2012

**LOCATION:
1191 Main Street
Half Moon Bay, CA 94019**

ACTION MINUTES

1. OPEN SESSION

President Mackintosh called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m.

2. PRESENT AT ROLL CALL

Directors Present: President Doug Mackintosh, Vice President Mike Alifano, Secretary Ginny McShane, Director Gary Burke, and Director Gary Riddell.
Staff: Assistant Chief Paul Cole.
Cal Fire: Fire Chief John Ferreira.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

The Board received public comments from members of the audience.

5. CONSENT CALENDAR

- A. Approval of Minutes of September 26, 2012 Special Board Meeting
- B. Approval of Vendor Checks #14507-14573 in the amount of \$241,789.94, dated September 1 to September 30, 2012
- C. Approval of Payroll Checks #20506-20512 in the amount of \$1,150.75, dated September 1 to September 30, 2012
- D. Direct Deposit of Federal, State and Hospital Taxes in the amount of \$184.11 dated September 1 to September 30, 2012

ON MOTION by Director Burke, seconded by Director Riddell, the Board unanimously approved Items A, B, C, and D of the Consent Calendar as submitted. Motion passed 5-0.

6. CONTINUING BUSINESS

A. Discuss Back Up Ambulance on Coastside

President Mackintosh indicated that he requested this item be placed on the agenda but said he has nothing to discuss on this item this evening.

7. NEW BUSINESS

A. Consideration of Amendment to the Contract Between California Public Employees' Retirement System and District to Add a Second Tier Retirement Formula of 2 % @ 50

Attorney Savaree summarized the Staff Report and recommended moving forward by adopting the Resolution and introducing the Ordinance.

The Board heard public comments from the audience, and Board discussion occurred.

ON MOTION by Director Riddell, seconded by Vice President Alifano, by the following Roll Call Vote, the Board adopted Resolution No. 2012-26, A Resolution of Intention to Approve an Amendment to the Contract between the Board of Administration, California Public Employees' Retirement System, and the Board of Directors of the Coastside Fire Protection District:

Secretary McShane	No
Director Riddell	Aye
Vice President Alifano	Aye
Director Burke	No
President Mackintosh	Aye

Motion passed 3-2.

ON MOTION by Vice President Alifano, seconded by Director Riddell, the Board voted to introduce Ordinance No. 2012-02, An Ordinance Authorizing an Amendment to the Contract between the Board of Directors of the Coastside Fire Protection District and the Board of Administration of the California Public Employees' Retirement System, and to waive the full reading of the Ordinance. Motion passed 3-2, with Secretary McShane and Director Burke the dissenting votes.

B. Review and Take Action of Establishing a New Stand Alone Department

Director Burke indicated he put this item on the agenda to obtain a definitive Roll Call Vote of the Board whether or not to go to a stand alone department.

The Board heard public comments from the audience.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by the following Roll Call Vote, the Board voted to move forward with a stand alone agency:

Director Burke	No
Vice President Alifano	Aye
Director Riddell	Aye
Secretary McShane	No
President Mackintosh	Aye

Motion passed 3-2.

C. Review and Discuss Cost for FLSA, Holiday, and Overtime Pay for Stand Alone Department

Director Burke asked some questions of District Consultant Dan Belville regarding certain salary costs for a stand alone department, and Mr. Belville responded.

The Board heard comments from members of the audience. During public comments, President Mackintosh declared a recess at 8:32 p.m. The meeting reconvened at 8:38 p.m. and public comments continued.

D. Review and Discuss Background and Status of CFPD Fire Marshal Office

Director Burke provided background on this issue and asked Cal Fire Chief John Ferreira to present a short report on this item. President Mackintosh indicated this will be placed on the agenda for the next meeting.

E. Discuss November and December Board Meeting Dates and Provide Direction to Staff

Following Board discussion, it was decided that the November meeting will be held as usual on the 4th Wednesday of the month on November 28th, and the December meeting will be held on December 19th.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Mackintosh indicated the final invoice from Cal Fire for last year has been received.

B. Volunteer Liaison Report

Vice President Alifano reported the hours of training and general alarms.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

Secretary McShane reported that she and President Mackintosh will schedule a meeting for next week.

E. California Independent Special Districts Association (San Mateo Co. Chapter)

Secretary McShane discussed the LAFCo representative position.

F. ALS/JPA

No report.

G. Water Supply Assessment Committee Report

No report.

H. Shared Services Committee Report

No report. President Mackintosh indicated this is to be removed from the agenda until such time as it may be needed again.

I. Attorney's Report

No report.

J. Fire Chief's Report

Cal Fire Chief John Ferreira indicated the 1st Quarter Report for Exhibit E will be presented at the November Board meeting.

Chief Ferreira discussed the bills being sent to Coastside residents by the State Board of Equalization for SRA fees.

Chief Ferreira distributed his retirement/resignation letter to each Board member and read the letter aloud.

Assistant Chief Paul Cole reminded the Board that Staff and employees will be participating in the Early Shield Event this coming weekend.

Jean Headley, the Recording Secretary, indicated a scheduling conflict on December 19th, the day of the rescheduled December Board meeting. President Mackintosh indicated this can be discussed at the November Board meeting.

An audience member reminded President Mackintosh that the agenda item regarding Frequently Asked Questions was not carried forward on this agenda. President Mackintosh indicated this will be placed under Continuing Business.

9. CORRESPONDENCE

Chief Ferreira discussed the October 17, 2012 letter to the Board from Assistant Deputy Director Clare Frank regarding the transition from Cal Fire to a stand alone department.

10. ADJOURNMENT

ON MOTION by Vice President Alifano, seconded by Director Riddell, President Mackintosh adjourned the meeting at 9:15 p.m. in honor of Frank Riddell, father of Board member Gary Riddell.

Respectfully submitted,



Ginny McShane, Secretary
Coastside Fire Protection District

Note: Audio and video tapes of meetings are available for inspection during regular business hours.

BOARD ACTION TAKEN AND DIRECTION TO STAFF

ON MOTION by Director Burke, seconded by Director Riddell, the Board unanimously approved Items A, B, C, and D of the Consent Calendar as submitted. Motion passed 5-0.

ON MOTION by Director Riddell, seconded by Vice President Alifano, by Roll Call Vote, the Board adopted Resolution No. 2012-26, A Resolution of Intention to Approve an Amendment to the Contract between the Board of Administration, California Public Employees' Retirement System, and the Board of Directors of the Coastside Fire Protection District. Motion passed 3-2, with McShane and Burke dissenting.

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ON MOTION by Vice President Alifano, seconded by Director Riddell, by Roll Call Vote, the Board voted to move forward with a stand alone agency. Motion passed 3-2, with Burke and McShane dissenting.

Director Burke provided background on the Fire Marshal issue and asked Cal Fire Chief John Ferreira to present a short report on this item. President Mackintosh indicated this will be placed on the agenda for the next meeting.

Following Board discussion, it was decided that the November meeting will be held as usual on the 4th Wednesday of the month on November 28th, and the December meeting will be held on December 19th.

President Mackintosh indicated that the Shared Services Committee Report is to be removed from the agenda until such time as it may be needed again.

Jean Headley, the Recording Secretary, indicated a scheduling conflict on December 19th, the day of the rescheduled December Board meeting. President Mackintosh indicated this can be discussed at the November Board meeting.

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