

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

**December 14, 2011**

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

**ACTION MINUTES**

**OPEN SESSION**

Director Mackintosh called to order the special meeting of the Board of Directors of the Coastside Fire Protection District at 7:30 p.m. This special Board meeting was held on this date to accommodate the Thanksgiving and Christmas holidays in November and December.

**PRESENT AT ROLL CALL**

Directors Present: Director Gary Burke, Director Doug Mackintosh, Director Ginny McShane, Director Mike Alifano, and Director Gary Riddell.  
Staff: Division Fire Chief Paul Cole.  
Cal Fire: Fire Chief John Ferreira.  
Legal Counsel: Attorney Jean Savaree (ill, but in the building and available).  
Admin. Secretary: Jean Headley.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

Vince Williams of Moss Beach said he intends to comment on Items 6I and 7H and reserves the right to make public comment on other agenda items. He spoke regarding CalPERS.

(The order of agenda was rearranged to accommodate Attorney Jean Savaree's illness.)

**NEW BUSINESS**

- A. Administration of Oaths of Office to Directors Mike Alifano and Doug Mackintosh

Cal Fire Chief John Ferreira administered the Oath of Office to Directors Alifano and Mackintosh.

### CONSENT CALENDAR

- A. Approval of Minutes of October 26, 2011 Regular Board Meeting
- B. Approval of Vendor Checks #13722-13791 in the amount of \$144,799.46 dated October 1 to October 31, 2011
- C. Approval of Vendor Checks #13792-13863 in the amount of \$93,341.59 dated November 1 to November 30, 2011
- D. Approval of Payroll Checks #20399-20407 in the amount of \$875.20 dated October 1 to October 30, 2011  
Direct Deposit of Federal, State & Hospital Taxes in the amount of \$136.71 dated October 1 to October 31, 2011
- E. Approval of Payroll Checks #20408-20416 in the amount of \$2,268.85 dated November 1 to November 30, 2011  
Direct Deposit of Federal, State & Hospital Taxes in the amount of \$519.29 dated November 1 to November 30, 2011

ON MOTION by Director Burke, seconded by Director McShane, the Board voted unanimously to approve the Consent Calendar as presented. Motion passed 5-0.

### NEW BUSINESS (cont'd)

#### B. Election of Board Officers

Director McShane nominated Director Mackintosh to serve as President for 2012, and Director Alifano seconded the motion. Director Burke moved that nominations for President cease.

ON MOTION by Director McShane, seconded by Director Alifano, the Board voted unanimously to elect Director Mackintosh as President for 2012. Motion passed 5-0.

Director Riddell nominated Director Alifano to serve as Vice President for 2012, and Director Mackintosh seconded the nomination. Director Burke moved that nominations for Vice President cease.

ON MOTION by Director Riddell, seconded by Director Mackintosh, the Board voted unanimously to elect Director Alifano as Vice President for 2012. Motion passed 5-0.

Director Alifano nominated Director McShane to serve as Secretary-Treasurer for 2012, and Director Burke seconded the nomination. Director Mackintosh moved that nominations for Secretary-Treasurer cease.

ON MOTION by Director Alifano, seconded by Director Burke, the Board voted unanimously to elect Director McShane as Secretary-Treasurer for 2012. Motion passed 5-0.

C. Selection of Board Committee Members

President Mackintosh asked Director Burke to serve with him on the Finance Committee, and Director Burke agreed.

D. Selection of Volunteer Liaison

E. Selection of California Independent Special Districts Association Liaison

F. Selection of ALS/JPA Liaison

President Mackintosh asked his fellow Board members to let him know about the committees on which they would like to serve so that committee appointments can be finalized at the January Board meeting.

G. Adopt Resolution No. 2011-22 Honoring Gregg Hosfeldt in Recognition of Service to the Coastside Fire Protection District

President Mackintosh read aloud Resolution 2011-22, which recognizes outgoing Board President Gregg Hosfeldt for his service to the District.

Cal Fire Chief John Ferreira spoke regarding Mr. Hosfeldt being present at the District's main station when the District took possession of the three new fire engines.

Mr. Hosfeldt stated he has enjoyed his term on the Board and commended the Board for their decision to purchase the new fire engines.

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call vote, the Board unanimously adopted Resolution 2011-22 Honoring Gregg Hosfeldt in Recognition of Service to the Coastside Fire Protection District:

Director Burke	Aye
Director McShane	Aye
Vice President Alifano	Aye
Director Riddell	Aye
President Mackintosh	Aye

Motion passed 5-0.

H. Adopt Resolution No. 2011-23 Honoring John Draper in Recognition of Service to the Coastside Fire Protection District

President Mackintosh read aloud Resolution 2011-23, which recognizes outgoing Board Vice President John Draper for his service to the District.

ON MOTION by Director Burke, seconded by Vice President Alifano, by the following Roll Call vote, the Board unanimously adopted Resolution 2011-23 Honoring John Draper in Recognition of Service to the Coastside Fire Protection District:

Director Burke	Aye
Director McShane	Aye
Vice President Alifano	Aye
Director Riddell	Aye
President Mackintosh	Aye

Motion passed 5-0.

- I. Request that the Board authorize and direct counsel to prepare a report for the Board on the process required to reestablish a standalone department to provide fire and emergency services within the District at the expiration of the Cal Fire Contract on June 30, 2012 (Attorney Savaree came in the room for this item.)

Vice President Alifano provided background for this item being on the agenda.

President Mackintosh opened this item for public comment.

Vince Williams of Moss Beach spoke on this item.

President Mackintosh asked if there was any further public comment. Seeing no one else wishing to speak, he closed the public comment section of this item.

Extensive Board discussion occurred.

Attorney Savaree discussed the amount of information needed and the process involved in order to collect the data needed to prepare such a report.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by the following Roll Call vote, the Board voted to authorize and direct counsel to prepare a report for the Board on the process required to reestablish a standalone department to provide fire and emergency services within the District at the expiration of the Cal Fire Contract on June 30, 2012:

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

Motion passed 3-2, with Directors Burke and McShane the dissenting votes.

J. Discuss Status of District's Fire Marshal Position/Selection

Cal Fire Chief John Ferreira stated he has been interviewing candidates.

K. Coastside Fire Protection District Plan to Address CalPERS Debt

Director Burke spoke of the Stanford individual who may come to speak to the Board regarding CalPERS. He also asked the Board to pass two motions, one of which, a statement of intent, did not receive a second following Board discussion.

Director Burke made a motion and President Mackintosh seconded, that the Board establish a dedicated reserve goal of \$5 million to be funded by June 30, 2016 to be used to reduce or eliminate the District's liability to the CalPERS retirement system. After Board discussion, Staff was directed to bring this back in written form at the next Board meeting with Staff analysis of the effect on the budget.

**BOARD OF DIRECTORS AND CHIEFS' REPORTS**

A. Finance Committee Report

President Mackintosh stated that tax dollars are starting to arrive. He reported there are no unusual expenses.

B. Volunteer Liaison Report

Gregg Hosfeldt reported the volunteers assisted in the rescue of a fallen bicyclist, the rescue of a teenager from the hills, and a structure fire on Main Street. He thanked the Board for supporting the volunteers during his term on the Board.

Volunteer Fire Chief Pimentel reported on the termination of the volunteer application process, the oral board that reviewed the applicants, and the applicants who were invited to the Chief's interviews. He indicated there will be physical ability tests, followed by medical evaluations, and then the academy.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

Director McShane discussed the November 22nd meeting with Coral Reef residents, Chiefs Sampson, Ferreira and Cole, Roger Wong, people from the Mid Coast Community Council, as well as County Supervisor Horsley and his aide.

Chiefs Sampson and Ferreira also provided comments about the meeting.

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

No report.

F. ALS/JPA

No report.

G. Water Supply Assessment Committee Report

No report.

H. Shared Services Committee Report

No report.

I. Attorney's Report

No report.

J. Fire Chief's Report

Cal Fire Chief Ferreira referenced the 2011/2012 Work Plan. He reported that the injured mechanic had surgery and is expected to return to work next month. He also reported on the firefighter who was injured in San Francisco.

Chief Ferreira thanked Michele Ortiz and Jan Cochran for their work on the Annual Report.

Division Chief Cole asked the Board for direction regarding John Riddell's request to come back as an inspector after he retires at the end of the month.

President Mackintosh asked if there was any public comment on any of the Board of Directors and Chiefs' Reports. Vince Williams spoke regarding Item 7H.

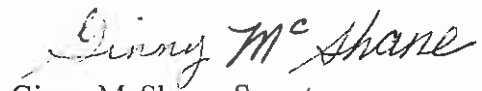
**CORRESPONDENCE**

No discussion.

**ADJOURNMENT**

President Mackintosh adjourned the meeting at 9:11 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Ginny McShane".

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 McShane, the Board voted unanimously to approve the Consent Calendar as presented. Motion passed 5-0.

ON MOTION by Director McShane, seconded by Director Alifano, the Board voted unanimously to elect Director Mackintosh as President for 2012. Motion passed 5-0.

ON MOTION by Director Riddell, seconded by Director Mackintosh, the Board voted unanimously to elect Director Alifano as Vice President for 2012. Motion passed 5-0.

ON MOTION by Director Alifano, seconded by Director Burke, the Board voted unanimously to elect Director McShane as Secretary-Treasurer for 2012. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, by Roll Call vote, the Board unanimously adopted Resolution 2011-22 Honoring Gregg Hosfeldt in Recognition of Service to the Coastside Fire Protection District. Motion passed 5-0.

ON MOTION by Director Burke, seconded by Vice President Alifano, by Roll Call vote, the Board unanimously adopted Resolution 2011-23 Honoring John Draper in Recognition of Service to the Coastside Fire Protection District. Motion passed 5-0.

ON MOTION by Vice President Alifano, seconded by Director Riddell, by Roll Call vote, the Board voted to authorize and direct counsel to prepare a report for the Board on the process required to reestablish a standalone department to provide fire and emergency services within the District at the expiration of the Cal Fire Contract on June 30, 2012. Motion passed 3-2, with Directors Burke and McShane the dissenting votes.

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