

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

**December 9, 2020
6:00 p.m.**

LOCATION

Pursuant to Governor Newsom's Executive Order N-29-20, the meeting will be held by teleconference or video conference only. On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the Shelter-in-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on March 31, 2020; the statewide Shelter-in-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, the Board meeting room is no longer open to the public for meetings of the Coastside Fire Protection District Board of Directors. Members may participate in the meeting via the Zoom application, or by phone.

Join Zoom Meeting

<https://us02web.zoom.us/j/83875181334>

Dial In by Phone:

(669) 900-6833

Meeting ID: 838 7518 1334

Any request for reasonable accommodation should be addressed to Michele Ortiz at mortiz@coastsidefire.org

AGENDA (Tab #1)

- A. OPEN SESSION** – 6:00 pm
- B. ROLL CALL**
President Burke, Vice President Cockrell, Secretary McShane, Director MacKimmie, Director Stockman
- C. PLEDGE OF ALLEGIANCE**
- D. PUBLIC COMMENT**
- E. CONSENT CALENDAR**
 - A. [Approval of minutes from October 28, 2020 Regular Board meeting.](#)
 - B. [Approval of new Vendor Checks #50429 - 50516 in the amount of \\$262,390.46 dated October 1 to October 31, 2020.](#)
 - C. [Approval of electronic payment to CalPERS in the amount of \\$112,526.63 dated October 1 to October 31, 2020.](#)
 - D. [Approval of Payroll Checks #21124 - 21128 in the amount of \\$1,507.50, dated October 1 to October 31, 2020.](#)
 - E. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$234.33, dated October 1 to October 31, 2020.](#)

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- F. [Approval of new Vendor Checks #50517 - 50565 in the amount of \\$106,631.52 dated November 1 to November 30, 2020.](#)
- G. [Approval of electronic payment to CalPERS in the amount of \\$112,526.63 dated November 1 to November 30, 2020.](#)
- H. [Approval of Payroll Checks #21129 - 21132 in the amount of \\$773.41, dated November 1 to November 30, 2020.](#)
- I. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$128.18, dated November 1 to November 30, 2020.](#)

F. CONTINUING BUSINESS

- A. Presentation by Division Chief Rich Sampson on CAL FIRE San Mateo-Santa Cruz Unit Vegetation Management Efforts – Chief Cox
- B. Presentation by Deputy Chief Jonathan Cox on Roles and Responsibilities of Agencies and Organizations During a Large Disaster – Chief Cox

G. NEW BUSINESS

- A. Election of Board Officers – Director Burke
- B. Selection of Board Committee Members – Board President
- C. Selection of Volunteer Liaison – Board President
- D. Selection of California Special District Association Liaison – Board President
- E. Selection of ALS JPA Liaison – Board President
- F. Selection of Emergency Preparedness Liaison – Board President
- G. Review and Approve District’s Response to the San Mateo County Grand Jury Report: Ransomware: It Is Not Enough To Think You Are Protected- Chief Cox **(Tab #2)**
- H. Discuss hiring a Certified Access Specialist to perform a report/study on Fire Station 41, located at 555 Obispo Road, El Granada, CA – Director MacKimmie
- I. Review, Discuss and Approve a Resolution to Award a Contract for Landscaping Services at Fire Station 41 to Scapes, Inc. and Authorize the Execution of an Agreement for Professional Services. – Chief Cox **(Tab #3)**

H. BOARD OF DIRECTORS AND CHIEFS’ REPORTS

- A. Finance Committee Report – Dir. Burke, Dir. McShane **(Tab #4)**
 - * [FY2021 October Revenue](#)
 - * [FY2021 October Expenses](#)
 - * [FY2021 October Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell
- C. Land and Structures Committee Report - Dir. Cockrell, Dir. Stockman
- D. Vegetation Management Committee Report – Dir. McShane
- E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. MacKimmie
- F. ALS JPA Liaison Report– Dir. MacKimmie
- G. Emergency Preparedness Liaison Report – Dir. Stockman
- H. Attorney’s Report – Attorney Jean Savaree
- I. Fire Chief’s Report - Chief Cox **(Tab #5)**
 - * [October and November Statistics](#)

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* [PARS Monthly Statement 10/1/20 to 10/31/20](#)

I. CORRESPONDENCE (Tab #6)

A. [Letter from Kerry L. Burke](#)

J. ADJOURNMENT

Note: Any writings or documents provided to a majority of the Board regarding any item on this agenda will be made available for public inspection at the Administration Office front counter located at 1191 Main Street, Half Moon Bay, California, during normal business hours.

Oral Communications Procedures: This portion of the meeting has been allocated for public comments concerning items on the agenda for this meeting. If a member of the public wishes to defer comment until the item comes up on the agenda, the Board should be so advised during Oral Communications. In such event, the Board may permit public comment to be taken following the staff presentation of the item. The amount of time allotted for public comment shall be subject to reasonable limitations established by the Board.

Access for the Disabled

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Fire Chief at least 1 working day before the meeting at phone number (650) 726-5213. Notification in advance of the meeting will enable the District make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

Jonathan Cox, Deputy Chief

Posted: December 4, 2020