

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

December 8, 2010

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

ACTION MINUTES

OPEN SESSION

President Gregg Hosfeldt called to order the special meeting of the Board of Directors of the Coastside Fire Protection District at 7:04 p.m. The purpose for the Special Meeting is a combined November and December Board meeting due to the holidays.

PRESENT AT ROLL CALL

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

Director Gary Riddell was absent.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENT

Vince Williams and Max DeVos spoke during Public Comment.

CONSENT CALENDAR

- A. Approval of minutes of October 27, 2010 Special Board Meeting
- B. Approval of minutes of October 27, 2010 Regular Board Meeting
- C. Approval of minutes of November 18, 2010 Special Board Meeting
- D. Approval of Vendor Checks #12908-12962 in the amount of \$96,581.24, dated October 1 to October 31, 2010
- E. Approval of Vendor Checks #12963-13029 in the amount of \$72,588.91, dated November 1 to November 30, 2010

- F. Approval of Payroll Checks #20270-20284 in the amount of \$2,068.64, dated October 1 to October 31, 2010
Direct Deposit of Federal, State & Hospital Taxes in the amount of \$342.72, dated October 1 to October 31, 2010
- G. Approval of Payroll Checks #20285-20292 in the amount of \$1,357.54, dated November 1 to November 30, 2010
Direct Deposit of Federal, State & Hospital Taxes in the amount of \$224.92, dated November 1 to November 30, 2010

ON MOTION by Director Burke, seconded by Vice President Draper, the Board voted unanimously to approve the Consent Calendar as submitted. Motion carried 6-0.

CONTINUING BUSINESS

- A. Adoption of New Fire Code Ordinance (Second Reading)

Battalion Chief/Fire Marshal Clayton Jolley introduced this item.

- 1) Public Hearing

President Hosfeldt opened the Public Hearing.

Cal Fire Chief John Ferreira stated that this Fire Code will also be adopted by the County of San Mateo, and he indicated that a question was asked today by the Assistant County Manager regarding the collection of costs on false alarms. Chief Jolley discussed this issue.

Hearing no other comments, President Hosfeldt closed the Public Hearing.

- 2) Adopt Ordinance 2010-01, An Ordinance Adopting the California Fire Code 2010 Edition and Prescribing Regulations Governing Conditions Hazardous to Life, Property and the Environment from Fire, Panic, Explosion, Hazardous Materials and Hazardous Uses and Establishing a Bureau of Fire Prevention and Providing Officers Therefor

ON MOTION by Director McShane, seconded by Director Burke, by the following Roll Call Vote, the Board voted unanimously to waive the second reading of Ordinance 2010-01 and adopt Ordinance No. 2010-01:

Director Alifano	Aye
Director Burke	Aye
Vice President Draper	Aye
Director McShane	Aye
Secretary Mackintosh	Aye
President Hosfeldt	Aye

Motion carried 6-0.

B. Cal Fire Contract Negotiations – Negotiation Session with Cal Fire Regarding “Exhibit E” of the Cooperative Fire Programs Fire Protection Reimbursement Agreement

This item was postponed to later in the meeting to wait for Director Riddell.

NEW BUSINESS

A. Election of Board Officers

Chief Paul Cole opened the nominations for President of the Board of Directors.

Director Burke nominated Gregg Hosfeldt for Board President, and Director Mackintosh seconded the nomination.

Director Burke moved that nominations cease, and Director Mackintosh seconded the motion.

ON MOTION by Director Burke, seconded by Director Mackintosh, the Board voted unanimously for Gregg Hosfeldt to be President of the Board. Motion carried 6-0.

President Hosfeldt opened the nominations for Board Vice President.

Director McShane nominated John Draper for Vice President, and President Hosfeldt seconded the nomination.

Director Burke moved that nominations cease, and Director Mackintosh seconded the motion.

ON MOTION by Director McShane, seconded by President Hosfeldt, the Board voted unanimously for John Draper to be Vice President of the Board. Motion carried 6-0.

President Hosfeldt opened the nominations for Board Secretary.

Director Burke nominated Director Mackintosh for Secretary, and Vice President Draper seconded the motion.

Director Burke moved that nominations cease, and Director Mackintosh seconded the nomination.

ON MOTION by Director Burke, seconded by Vice President Draper, the Board voted unanimously for Doug Mackintosh to be Secretary of the Board. Motion carried 6-0.

B. Selection of Board Committee Members

President Hosfeldt asked that in Director Riddell's absence, the Board consider him for his current assignments.

President Hosfeldt opened the nominations for Finance Committee.

Director McShane nominated Director Burke to continue serving on the Finance Committee, and Director Burke volunteered to continue serving on the Finance Committee.

Secretary Mackintosh volunteered to continue to serve on the Finance Committee.

In Director Riddell's absence, President Hosfeldt nominated him to continue to serve on the Finance Committee.

Director Burke moved that nominations for the Finance Committee cease, and Director McShane seconded the motion.

PRESIDENT HOSFELDT indicated the Finance Committee would be Directors Burke, Mackintosh and Riddell, and the Board voted to approve the Finance Committee 6-0.

C. Selection of Volunteer Liaison

President Hosfeldt volunteered to continue in the role of Volunteer Liaison.

ON MOTION by President Hosfeldt, seconded by Director McShane, the Board voted unanimously for President Hosfeldt to continue to be the Volunteer Liaison.

Selection of Land and Structures Committee

Vice President Draper and Director McShane volunteered, and Director Riddell is currently on the Committee.

THE BOARD voted unanimously 6-0 for the Land and Structures Committee to be Vice President Draper and Directors McShane and Riddell.

Selection of Vegetation Management Committee

Vice President Draper, President Hosfeldt, and Director McShane volunteered to be on the Vegetation Management Committee.

THE BOARD voted unanimously 6-0 for the Vegetation Management Committee to be President Hosfeldt, Vice President Draper, and Director McShane.

D. Selection of California Independent Special Districts Association Liaison

Director McShane nominated Director Burke as California Independent Special Districts Association Liaison, and Vice President Draper seconded the nomination.

ON MOTION by Director McShane, seconded by Vice President Draper, the Board voted unanimously for Director Burke to serve as California Independent Special Districts Association Liaison. Motion carried 6-0.

E. Selection of ALS/JPA Liaison

President Hosfeldt nominated Secretary Mackintosh to be the Representative on the ALS/JPA, and Vice President Draper seconded the motion.

ON MOTION by President Hosfeldt, seconded by Vice President Draper, the Board voted unanimously for Secretary Mackintosh to be the Representative on the ALS/JPA. Motion carried 6-0.

Selection of Water Supply Assessment Committee

President Hosfeldt volunteered to continue on this committee, and Chief Cole suggested Director Riddell would continue on this committee as well.

Director McShane nominated Director Alifano to serve on this committee, and Vice President Draper seconded the nomination.

The Board voted unanimously 6-0 that the Water Supply Assessment Committee would be President Hosfeldt, Director Riddell, and Director Alifano.

Selection of Fire Protection Staffing/Management Committee

Secretary Mackintosh stated this was established as an ad hoc committee and there should be no appointments at this time. Chief Cole concurred.

The Board took a short five minute recess to see if Director Riddell would arrive before continuing with Item 6B, Cal Fire Contract Negotiations.

CONTINUING BUSINESS (taken out of order)

B. Cal Fire Negotiations – Negotiation Session with Cal Fire Regarding “Exhibit E” of the Cooperative Fire Programs Fire Protection Reimbursement Agreement

Cal Fire Chief John Ferreira provided background on this item and explained the documents in the Board packets this evening.

President Hosfeldt opened this item for Public Comment.

Vince Williams of Moss Beach spoke on this issue.

Seeing no one else wishing to speak on this item, President Hosfeldt closed the Public Comment section.

- 1) Fire Captain Position in Prevention Bureau
- 2) FFI's for Wildland Clearance Inspections and Hydrants
- 3) Engine Chute Times
- 4) Company Officer Training
- 5) Confined Space Rescue

Cal Fire Chief John Ferreira discussed the five items still to be resolved on Exhibit E. Extensive discussion occurred between the Board, Chief Ferreira, Battalion Chief/Fire Marshal Clayton Jolley, and Chief Cole regarding all five of these items.

The Board took a brief recess at 8:42 p.m. and reconvened at 8:48 p.m.

NEW BUSINESS (taken out of order)

G. Extension of the Cal Fire Contract Through December 2011

Director McShane introduced this item.

Vince Williams of Moss Beach spoke on this item.

J. B. Cockrell spoke on this item.

ON MOTION by Director McShane, seconded by Director Burke, the Board voted unanimously to extend the Cal Fire Contract through December of 2011. Motion carried 6-0.

F. Review and Approve the Fire District Audit Contract with TriData Division, Systems Planning Corporation

President Hosfeldt introduced this item. Board discussion occurred.

ON MOTION by Director Burke, seconded by President Hosfeldt, by the following Roll Call Vote, the Board voted to approve the contract with TriData Division:

Director Alifano	Aye
Director Burke	Aye
Vice President Draper	Aye

Director McShane	No
Secretary Mackintosh	No
President Hosfeldt	Aye

Motion carried 4-2.

H. Review Board Goals for 2011

President Hosfeldt stated he included this tonight for the benefit of new Board member Alifano.

Direction to Staff was for the Chief to circulate a goals list for 2011 and for this to be discussed at the next Board meeting.

I. Notify CalPERS of the District's Intention to Cancel the ER 1979 Retirement Contract

Director Burke asked Chief Cole to discuss the latest information received at 11:58 a.m. today regarding the status of the District's previous request.

Chief Cole discussed the CalPERS response as well as the process and cost of termination.

President Hosfeldt opened this item for Public Comment.

Vince Williams of Moss Beach spoke on this item.

Seeing no one else wishing to speak, President Hosfeldt closed Public Comment.

Extensive Board discussion occurred.

ON MOTION by Director Burke, seconded by Secretary Mackintosh, by the following Roll Call Vote, the Board voted unanimously that the Coastside Fire Protection District complete the Schedule for Agency Actions Plan presented by CalPERS, stipulating that the District would like a termination date of our Safety Contract on June 30, 2011 or a date sooner if possible:

Director Alifano	Aye
Director Burke	Aye
Vice President Draper	Aye
Director McShane	Aye
Secretary Mackintosh	Aye
President Hosfeldt	Aye

Motion carried 6-0.

BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

Secretary Mackintosh reported the Finance Committee met regarding CalPERS and ERAF. He stated that tax revenue is starting to come in. He also said the Cal Fire personnel bill has not yet arrived.

Cal Fire Chief John Ferreira discussed personnel costs.

B. Volunteer Liaison Report

President Hosfeldt reported that volunteer activities included responding to the recent structure fire at the trailer park in Moss Beach and working on returning the proposal for volunteer training. He also stated that two volunteers recently became certified as Firefighter I. He indicated the volunteers are working on the Memorandum of Agreement, and one volunteer has resigned to take a position with the Menlo Park Fire District.

C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

No report.

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

No report.

F. ALS/JPA

No report. Chief Cole indicated the next meeting is scheduled for January 2011.

G. Water Supply Assessment Committee Report

No report. President Hosfeldt stated the Water District will be contacted to set up a meeting.

H. Fire Protection Staffing/Management Committee Report

No report.

I. Attorney's Report

No report.

J. Fire Chiefs' Report

Chief Ferreira discussed the structure fire at the mobile home park and the October and November statistics. He stated the Annual Report is being worked on and should be published in February 2011.

There was discussion regarding the pending purchase of three new engines.

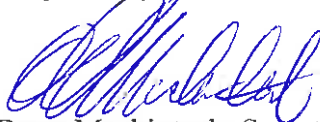
CORRESPONDENCE

Chief Cole referred to the Exception Reports, the AMR Reports, and the Thank You Letter from the family of a water rescue person.

ADJOURNMENT

ON MOTION by Director Burke, seconded by Secretary Mackintosh, President Hosfeldt adjourned the meeting at 9:50 p.m.

Respectfully submitted,



Doug Mackintosh, 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 Vice President Draper, the Board voted unanimously to approve the Consent Calendar as submitted. Motion carried 6-0.

ON MOTION by Director McShane, seconded by Director Burke, by Roll Call Vote, the Board voted unanimously to waive the second reading of Ordinance 2010-01 and adopt Ordinance No. 2010-01. Motion carried 6-0.

ON MOTION by Director Burke, seconded by Director Mackintosh, the Board voted unanimously for Gregg Hosfeldt to be President of the Board. Motion carried 6-0.

ON MOTION by Director McShane, seconded by President Hosfeldt, the Board voted unanimously for John Draper to be Vice President of the Board. Motion carried 6-0.

ON MOTION by Director Burke, seconded by Vice President Draper, the Board voted unanimously for Doug Mackintosh to be Secretary of the Board. Motion carried 6-0.

PRESIDENT HOSFELDT indicated the Finance Committee would be Directors Burke, Mackintosh and Riddell, and the Board voted to approve the Finance Committee 6-0.

ON MOTION by President Hosfeldt, seconded by Director McShane, the Board voted unanimously for President Hosfeldt to continue to be the Volunteer Liaison.

THE BOARD voted unanimously 6-0 for the Land and Structures Committee to be Vice President Draper and Directors McShane and Riddell.

THE BOARD voted unanimously 6-0 for the Vegetation Management Committee to be President Hosfeldt, Vice President Draper, and Director McShane.

ON MOTION by Director McShane, seconded by Vice President Draper, the Board voted unanimously for Director Burke to serve as California Independent Special Districts Association Liaison. Motion carried 6-0.

ON MOTION by President Hosfeldt, seconded by Vice President Draper, the Board voted unanimously for Secretary Mackintosh to be the Representative on the ALS/JPA. Motion carried 6-0.

The Board voted unanimously 6-0 that the Water Supply Assessment Committee would be President Hosfeldt, Director Riddell, and Director Alifano.

ON MOTION by Director McShane, seconded by Director Burke, the Board voted unanimously to extend the Cal Fire Contract through December of 2011. Motion carried 6-0.

ON MOTION by Director Burke, seconded by President Hosfeldt, by Roll Call Vote, the Board voted to approve the contract with TriData Division. Motion carried 4-2, with Director McShane and Secretary Mackintosh the dissenting votes.

Direction to Staff was for the Chief to circulate a goals list for 2011 and for this to be discussed at the next Board meeting.

ON MOTION by Director Burke, seconded by Secretary Mackintosh, by Roll Call Vote, the Board voted unanimously that the Coastside Fire Protection District complete the Schedule for Agency Actions Plan presented by CalPERS, stipulating that the District would like a termination date of our Safety Contract on June 30, 2011 or a date sooner if possible. Motion carried 6-0.

ON MOTION by Director Burke, seconded by Secretary Mackintosh, President Hosfeldt adjourned the meeting at 9:50 p.m.