

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

October 26, 2022

LOCATION:

Pursuant to Resolution No. 2022-55,
the meeting was held as a hybrid meeting with attendance both in person at Fire Station
40, 1191 Main Street, Half Moon Bay, CA 94019, and via Zoom.
Members of the public were able to participate in person or via Zoom.
Every vote was done by Roll Call Vote.

ACTION MINUTES

1. OPEN SESSION

President Burke called to order the regular meeting of the Board of Directors of the Coastside Fire Protection District at 4:00 p.m.

2. ROLL CALL (All participants were present in person or via Zoom or teleconference call.)

Directors Present: President Gary Burke, Vice President J. B. Cockrell,
Director Bruce MacKimmie, Director Steve Stockman, and
Director Cynthia Sherrill.
Board Secretary: Deputy Chief Jonathan Cox.
Cal Fire: Fire Chief Nate Armstrong, Fire Captain Pat Griffin, and
Chief Gary Silva.
Attorney: Jean Savaree.

Also present was Sid Young.

3. PLEDGE OF ALLEGIANCE

Led by President Burke.

4. PUBLIC COMMENT

No public comment.

5. CONSENT CALENDAR

- A. Approval of Vendor Checks #52136-52206 in the amount of \$208,243.11 dated September 1, 2022 to September 30, 2022.
- B. Approval of Payroll Checks #21214-21215 in the amount of \$309.36 dated September 1 to September 30, 2022 (pay period 8/2022.)

- C. Direct Deposit of Federal, State & Hospital Taxes in the amount of \$51.28, dated September 1 to September 30, 2022 (pay period 8/2022.)

Director MacKimmie recused himself from the Consent Calendar.

ON MOTION by Director Sherrill, seconded by Vice President Cockrell, by the following Roll Call Vote, the Board voted to approve the Consent Calendar as submitted:

Director Sherrill	Aye
Director Stockman	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 4-0-1, with Director MacKimmie having recused himself.

6. NEW BUSINESS

- A. Resolution finding that meetings of the Board of Directors via Teleconferencing protect against the ongoing and imminent Health and Safety Risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Sections 54953(e).

President Burke indicated this is to be done each month.

Director Stockman spoke about the emergency orders ending maybe in January and counsel was going to be providing information about hybrid meetings.

Attorney Jean Savaree indicated November and December will have the same resolution but in January the Board will discuss how to move forward when the Governor lifts the State of Emergency.

1. Motion to Adopt Resolution No. 2022-64; Resolution of the Coastside Fire Protection District Board of Directors finding that meetings of the Board of Directors via hybrid format protects against the ongoing and imminent health and safety risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Section 54953(e)

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted unanimously to adopt Resolution No. 2022-64; Resolution of the Coastside Fire Protection District Board of Directors finding that meetings of the Board of Directors via hybrid format protects against the ongoing and

imminent health and safety risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Section 54953(e):

Director Stockman	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

- B. First Reading and Introduction of Ordinance 2022-03; An Ordinance Adopting the California Fire Code 2022 Edition and Prescribing Regulations Governing Conditions Hazardous to Life, Property and Environment from Fire, Panic, Explosion, Hazardous Materials and Hazardous Uses and Establishing a Bureau of Fire Protection and Providing Officers therefore.

Fire Captain Pat Griffin introduced the Ordinance and recommended the Board approve for second reading.

Board discussion occurred. Director Stockman asked if there are any changes in the Fire Code that staff sees an impact on man hours. Fire Captain Pat Griffin said no, not with the changes but there is a lot of building coming up that is keeping staff busy.

Sid Young spoke about the candidate forum in Half Moon Bay and the comment by a candidate on the way to help with emergency evacuation would be to use the fire roads. Does Chief Cox agree with that? Is this part of the Fire Code?

Deputy Chief Jonathan Cox indicated this is not part of the Fire Code. Land use planning and access roads defers to County Planning. Fire roads are private property and not a public right-of-way for public to pass through.

President Burke asked if there are any notable amendments. Fire Captain Pat Griffin indicated there has been an adjustment to align with the County Building Department on how the need for fire sprinklers is determined.

ON MOTION by Director Sherrill, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted to introduce the first reading for Ordinance 2022-03 and setting the time for the second reading and adoption on November 16, 2022:

Director Stockman	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

- C. Discuss cancelling the November and December Regular Board Meetings and rescheduling Special Board Meetings in November and December.

President Burke indicated this has been done each year due to the holiday schedules. Deputy Chief Jonathan Cox said Special Meetings would be held on November 16, 2022 and December 14, 2022.

ON MOTION by President Burke, seconded by Director MacKimmie, by the following Roll Call Vote, the Board voted unanimously to cancel the November and December Regular Board Meetings and reschedule Special Board Meetings to November 16, 2022 and December 14, 2022:

Director Stockman	Aye
Director Sherrill	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

7. **BOARD OF DIRECTORS AND CHIEFS' REPORTS**

- A. Finance Committee Report

President Burke indicated the Finance Committee held a Special Meeting earlier today to discuss an Investment Policy. A new or updated policy will be brought back to the Board for consideration. The financial statements are in the Board's packet for review.

- B. Volunteer Committee Report

No report.

- C. Land and Structures Committee Report

No report.

D. Vegetation Management Committee Report

Director Stockman indicated there hasn't been a meeting, but the Committee will discuss holding a meeting.

E. Special Districts Association (SMCO Chapter) Liaison Report

No report.

F. ALS/JPA Liaison Report

No report.

G. Emergency Preparedness Liaison Report

Director Stockman indicated Dave Cosgrave spoke about his new role and how it benefits the community as a whole. New Department of Management used to be under the Sheriff's Department and now it falls under the County Executive and Board of Supervisors. Current projects are repairs to the tsunami sirens, trying to improve the SMC Alert system, and evacuation with vegetation management. He summarized the additional speakers on local emergency equipment from other agencies.

H. CERT Report

Director Sherrill indicated they have grown from 150 members from May 2, 2019, to over 2,000 members. They have created an outline to successfully serve local events as volunteers.

I. Attorney's Report

No report.

J. Fire Marshals Report

Fire Captain Pat Griffin provided statistics for the month. They attended the Pumpkin Festival. He spoke about the bigger projects moving forward.

K. Fire Chiefs' Report

Deputy Chief Jonathan Cox indicated regarding administration, they are continuing to discuss matrixes to keep coverage for equipment between stations. He spoke with the new Sheriff's Captain to have a monthly meet and greet. The vegetation management abatement notices were sent out.

Regarding staffing, hiring for fire apparatus engineers will start next week. They are interviewing for a new position behind the Fire Marshal.

Regarding outreach, Station 41 Open House is on November 12, 2022. Fire Marshal's office has asked to close Obispo Road so there is room for parking.

Regarding operations, there was a significant vehicle accident on Highway 1. There were a lot of vehicle/bicyclists accidents throughout the County.

Regarding training, the training office posted a drone training class for new operators. It was attended by local and outside agencies. The County got a grant for 5 additional drones on the county side so there are 8 drones for use throughout the area. Rescue Intervention Class and Advanced Paramedics classes were held.

Regarding facilities, Chief Gary Silva is working on an RFP for landscaping and fencing at Station 40. The Starlink satellite internet has been received and will be installed at Station 40. There have been meetings with the County about the empty parcel of land and there is a sidewalk showing on the County's plans. There is no funding for it. They decided to prepare two plans; one that shows what the District owns and one that shows that area plus the area of the right-of-way to see if there is funding for the County's area.

Regarding apparatus, Engine 41 is back from annual maintenance and Engine 44 is back from annual maintenance. ERV is being outfitted. Two vehicles have an end of November delivery date and Engine 40 is still at the shop getting its new engine.

President Burke asked a question about the sidewalk on the parcel and maybe preparing a letter to the Supervisor about the safety of a sidewalk in that area.

Deputy Chief Jonathan Cox spoke about the Station 41 Open House itinerary. A press release went out on social media and will be in the Half Moon Bay Review. President Burke asked to reach out to other local districts to invite them to the event.

Director Stockman asked about water safety event on the coast and did anything come up for the District to be a better participant in that event or any blank spots that could be filled. Deputy Chief Jonathan Cox provided a summary of the event. Chief Gary Silva identified that they are going to be discussing an MOU with the Harbor District for what happens when they use the boat in a training.

8. ADJOURNMENT

President Burke adjourned the Board into Closed Session at 4:53 p.m.

9. CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: 531 Obispo Road El Granada, California


Agency Negotiator: Jonathan Cox, Deputy Chief

Negotiating Parties: Coastside Fire Protection District

Under Negotiation: Terms and price for potential lease of property

President Burke adjourned the meeting at 5:20 p.m.

Respectfully submitted,


Jonathan Cox (Nov 17, 2022 13:53 PST)

Nov 17, 2022

Deputy Chief Jonathan Cox, 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 Sherrill, seconded by Vice President Cockrell, the Board voted to approve the Consent Calendar as submitted. Motion passed 4-0-1, with Director MacKimmie having recused himself.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted unanimously to adopt Resolution No. 2022-64; Resolution of the Coastside Fire Protection District Board of Directors finding that meetings of the Board of Directors via hybrid format protects against the ongoing and imminent health and safety risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Section 54953(e). Motion passed 5-0.

ON MOTION by Director Sherrill, seconded by Director MacKimmie, the Board voted to introduce the first reading for Ordinance 2022-03 and setting the time for the second reading and adoption on November 16, 2022. Motion passed 5-0.

ON MOTION by President Burke, seconded by Director MacKimmie, the Board voted unanimously to cancel the November and December Regular Board Meetings and reschedule Special Board Meetings to November 16, 2022 and December 14, 2022. Motion passed 5-0.

10262022.regular meeting

Final Audit Report

2022-11-17

Created:	2022-11-17
By:	Chris Spradley (christopher.spradley@fire.ca.gov)
Status:	Signed
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"10262022.regular meeting" History

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-  Document emailed to Jonathan Cox (jonathan.cox@fire.ca.gov) for signature
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-  Document e-signed by Jonathan Cox (jonathan.cox@fire.ca.gov)
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