

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

October 28, 2015

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

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 6:00 p.m.

2. ROLL CALL

Directors Present: Secretary Ginny McShane, Director Harvey Rarback,
Director Bruce MacKimmie, and President Gary Burke.
CalFire: Chief Scott Jalbert.
Staff: Assistant Chief Paul Cole.
Legal Counsel: Attorney Jean Savaree.
Admin. Secretary: Jean Headley.

Vice President J. B. Cockrell was present via Teleconference from the Double Tree Worthington, 175 Hutchinson, Columbus, OH 43235, (614) 885-3334. Therefore, all votes were taken by Roll Call.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

None.

5. CONSENT CALENDAR

- A. Approval of minutes of September 30, 2015 Special Board Meeting.
- B. Approval of Vendor Checks #16992-17094 in the amount of \$224,162.64, dated September 1 to September 30, 2015.
- C. Approval of Payroll Checks #20807-20814 in the amount of \$900.67, dated September 1 to September 30, 2015.
- D. Direct Deposit of Federal, State, & Hospital Taxes in the amount of \$165.05, dated September 1 to September 30, 2015.

President Burke made a minor correction to Page 2 of the September 30 Minutes.

ON MOTION by Director MacKimmie, seconded by Secretary McShane, by the following Roll Call Vote, the Board unanimously approved the Consent Calendar as submitted:

Secretary McShane	Aye
Director Rarback	Aye
Director MacKimmie	Aye
Vice President Cockrell	Aye
President Burke	Aye

Motion passed 5-0.

6. CONTINUING BUSINESS

A. SDLF District of Distinction Update

President Burke introduced this item, and Assistant Chief Cole provided comments as to the status.

B. New Fire Station 41 and Station 40 Training Prop Construction Update

Assistant Chief Cole updated the Board regarding the status of these two projects.

7. NEW BUSINESS

A. Review and Discuss Public Agency Retirement Services (PARS) June 30, 2015

Director MacKimmie recused himself and left the room.

President Burke provided comments regarding the PARS monthly statement, the District's future obligations, and how the various mutual funds increase or decrease annually. Additional discussion occurred between the Board and Assistant Chief Cole.

Director MacKimmie returned to the meeting.

B. Update on Fire Station 40 Training Prop Project Initial Study

Assistant Chief Cole referred to the Notice of Intent to Adopt a Mitigated Negative Declaration for this project and said the Public Hearing will be held at 7:00 p.m. on December 2, 2015 at the District Office, 1191 Main Street, Half Moon Bay, and at that meeting the Board will adopt the document by Resolution. Additional discussion occurred.

C. Discuss Amending the November and December Regular Board of Director Meeting Dates

President Burke introduced this item and indicated that the Board usually combines the November and December Board meetings due to the Thanksgiving and Christmas holidays.

Since the Public Hearing on the Fire Station 40 Training Prop is scheduled for 7 p.m. on December 2, 2015, it is felt that the Special Board Meeting could immediately precede that meeting. Depending on the yet-to-be-determined length of the agenda for the December 2nd Special Board Meeting, the meeting will take place at either 5:30 or 6:00. Assistant Chief Cole will notify all parties of the exact time of the meeting.

8. BOARD OF DIRECTORS AND CHIEFS' REPORTS

A. Finance Committee Report

President Burke reported there was no Finance Committee meeting.

Vice President McShane indicated that she and President Burke briefly looked over the Expenses and Revenues.

President Burke indicated the 3-month CalFire bill is under budget at this point. He discussed the Monthly Internal Service Fund Expense Report, and discussion occurred between the Board and Assistant Chief Cole.

President Burke provided comments regarding CalPERS.

B. Volunteer Liaison Report

No report.

C. Land and Structures Committee Report

No further report beyond what was discussed earlier in this meeting.

D. Vegetation Management Committee Report

Secretary McShane indicated the Fire Marshal was ill yesterday and unable to meet with her.

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

Director Rarback reported he attended the quarterly CSDA meeting. The new County Harbor District President presented a report on what they are doing to get out of the problems they have been having. Director Rarback talked at the meeting about the CCA (Community Choice Aggregate) regarding buying green power that is cheaper than from PG&E.

F. ALS/JPA

No report.

G. Emergency Preparedness

Director Rarback reported he attended the CEAP meeting on October 2nd. Attendees heard from the Office of Emergency Services regarding storm water exercise. It is felt that there will be bedlam on the Peninsula during the Super Bowl in February 2016, and OES discussed preparing for that. He indicated that Chief Delay will discuss emergency services next week.

H. Attorney's Report

No report.

I. Fire Chief's Report

Cal Fire Chief Jalbert stated there is a slight increase in call volume.

He reported that Ken Lord has been selected and promoted from Training Chief to Battalion Chief and his badge ceremony will be at the District Office on November 3rd at 1 p.m., and the entire Board is invited.

Chief Jalbert discussed seasonal staffing levels.

Assistant Chief Cole indicated staffing will soon be sending out a Request for Proposal for broker services.

He reported the Apparatus Committee returned from Wisconsin after making sure the new truck was built as designed. The new truck should arrive by April 2016.

9. CORRESPONDENCE


President Burke referred to the Statistics Report and the PARS monthly report.

President Burke referred to a letter in the Half Moon Bay Review in September from Mr. Stockman in El Granada regarding the relocation of Station 41.

10. ADJOURNMENT

President Burke adjourned the meeting at 6:50 p.m.

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 MacKimmie, seconded by Secretary McShane, by Roll Call Vote, the Board unanimously approved the Consent Calendar as submitted. Motion passed 5-0.

Since the Public Hearing on the Fire Station 40 Training Prop is scheduled for 7 p.m. on December 2, 2015, it is felt that the Special Board Meeting could immediately precede that meeting. Depending on the yet-to-be-determined length of the agenda for the December 2nd Special Board Meeting, the meeting will take place at either 5:30 or 6:00. Assistant Chief Cole will notify all parties of the exact time of the meeting.