

**FRESNO COUNTY FIRE PROTECTION DISTRICT**

Board of Directors – Regular Meeting

June 20, 2018 – 6:00 p.m.

Sanger Headquarters

210 S. Academy Avenue

Sanger, California

**MINUTES**

MEMBERS PRESENT: Del Puppo, Guice, Del Testa, Arabian, Julian, Chavez  
MEMBERS ABSENT: Richter  
CAL FIRE: Johnson, Chrisman, Bowman, Hernandez,  
LEGAL COUNSEL: Ross  
GUESTS:

**ROLL CALL**

President Del Puppo requested a roll call from the Clerk of the Board. There were five (5) members present. Director Julian arrived late to the meeting.

**PLEDGE OF ALLEGIANCE**

President Del Puppo called the meeting to order at 6:00 pm and Director Del Testa opened with the Pledge of Allegiance.

**INTRODUCTIONS/PRESENTATIONS**

Chief Johnson introduced Cynthia Hernandez from State Finance, who will be filling in as the Board Clerk tonight.

**CHANGES/CONFIRMATION OF AGENDA**

**Agenda Item 1 - PUBLIC COMMENTARY**

None.

**CONSENT AGENDA (Items 2-8)**

UPON MOTION BY DIRECTOR DEL TESTA, SECOND BY DIRECTOR DEL PUPPO CARRIED BY UNANIMOUS VOTE, TO APPROVE CONSENT AGENDA ITEMS NUMBERS 2 THROUGH 8.

Director Julian arrived at 6:03 p.m.

No Public Comment.

## **OLD BUSINESS**

### **Agenda Item 9 – Capital Facilities Projects**

DC Chrisman gave a recap of Station projects. The HVAC service at the stations has been completed, J.D. has been busy getting this done. For the Parking Garage, DC Bump met with a County Inspector at the shop to look at the Parking Garage and ADA compliance requirements to get a final. Only minor issues arose that need to be fixed like changing the markings for handicap parking, labeling on the bathrooms at the shop, identify a pathway through the first shop stall, an elevation change of 1/2" to 3/4" which will need to be ground down or filled in between the area where the garage door comes down and changing symbols/labels. The Inspector did a walk through the Parking Garage and he didn't find any issues.

No Public Comment.

### **Agenda Item 10 – Update on Mobile Equipment Projects**

DC Chrisman gave a recap of mobile equipment projects. The District is in the process of swapping Engine 72 and Engine 96, based solely on the mileage for Engine 96 which happens to a lot more than Engine 72. As the Engines are coming in for service, they will get relabeled with engine numbers. Water Tender 77 is in the transmission shop getting some programming done. Once all work is completed it will be put in-service in Wonder Valley. Water Tender 90 which was refurbished with CDBG block grant funds is currently finishing up. All the CDBG Grant funds have been expended and staff are working on the documents to receive the final reimbursement from the County.

No Public Comment.

### **Agenda Item 11 – Lexipol Policy and Procedures Proposal**

DC Chrisman recapped that at the last Board meeting this agenda item was in New Business, but a Director had a concern on fully utilizing staff to get the most for our money on the number of hours we would be committing to versus what Lexipol would and where savings could be maximized. DC Chrisman recapped on the costs for the two options on last month's proposal, which was \$29,000-\$31,000 to include the annual service and start up and then the cost would be just over \$10,000 for annual service. DC Chrisman has been in talks with Lexipol with the District's concern of the cost. He was able to negotiate a revised proposal of \$16,318 for the first year of service to include start up and a \$10,409 annual service thereafter. This cost will entail a lot more staff hours and if more support is needed, it could be purchased at a 50% discount. A draft of the contract was emailed today, and it was handed out to the Board to review. Attorney Ross will review, once his review is complete the District will be able to launch the program at the discretion of the Board.

UPON MOTION BY DIRECTOR DEL PUPPO, SECOND BY DIRECTOR DEL TESTA AND CARRIED BY UNANIMOUS VOTE, TO APPROVE THE PROPOSED ANNUAL SUBSCRIPTION FOR THE AMOUNT LISTED, AUTHORIZE THE CHIEF TO SIGN CONTRACT ONCE APPROVED BY THE BOARD

No Public Comment.

**NEW BUSINESS**

**Agenda Item 12 – Conflict of Interest**

DC Chrisman explained that every two years Fresno County asks for an update on their Code of Interest Code for all special districts. 2016 was the last time an update had been done. Fresno County provided the template to be used and the ability to have it reviewed by its legal counsel. Since their legal counsel is out we were not able to have it reviewed before tonight’s Board meeting. The decision was to move forward and if they didn’t have any changes it will be done by the August deadline. If changes are necessitated, it will be brought in front of the Board with the requested revisions. Recommendation by staff is to approve the Conflict of Interest.

UPON MOTION BY DIRECTOR GUICE, SECOND BY DIRECTOR DEL PUPPO AND CARRIED BY UNANIMOUS VOTE, TO APPROVE THE CONFLICT OF INTEREST

No Public Comment

**Agenda Item 13 – Community Development Block Grant (CDBG) Resolution 2018-03**

DC Chrisman announced that Water Tender 90 is nearing completion and all funds that was awarded to the District has been expended. One of the conditions for receiving the final reimbursement of funds a resolution of the Board needs to be accepted affirming that the project for the Water Tender has been completed. Recommendation by staff is to approve Resolution 2018-03, so final reimbursement can be issued to the District.

UPON MOTION BY DIRECTOR DEL PUPPO, SECOND BY DIRECTOR CHAVEZ AND CARRIED, TO APPROVE THE D-P ENGAGEMENT LETTER.

AYES	6	Del Pupp0, Guice, Del Testa, Arabian, Chavez, Julian
NOES	0	
ABSENT	1	Richter
ABSTAIN	0	

No Public Comment

**Agenda Item 14 – Claim, Allstate #0494114283**

DC Chrisman discussed Engine 89 being involved in a traffic accident with another vehicle on Highway 41. He detailed Engine 89 struck the privately-owned vehicle as it attempted to pass it, no damage was done to Engine 89. The privately-owned vehicle has claimed damaged and is seeking reimbursement for repair costs. The normal process is that the claim is brought before the Board to reject, and once rejected it expedites the process for the insurance carrier to resolve the issue. Once the claim is rejected by the Board, the District will work with the insurance carrier and claimant to resolve the issue.

UPON MOTION BY DIRECTOR DEL PUPPO, SECOND BY DIRECTOR ARABIAN AND CARRIED, TO REJECT CLAIM AND DIRECT THE CHIEF TO ADVISE THE INSURANCE COMPANY OF THE REJECTION OF CLAIM #0494114283

No Public Comment

**Agenda Item 15 – Kings County Automatic Aid Agreement**

Chief Johnson touched on the history of auto aid agreements with Kings County and the differential in staffing levels. Kings County in the past staffed one person per engine, now they are staffing a minimum of two people per engine. Since Kings County now has similar staffing, Chief Johnson and DC Bump had a conversation with the Chief at Kings County and came into an agreement on auto aid. The agreement mirrors all the other auto aid agreements the District currently has in place. The mutual aid will benefit both departments as we will cross back and forth with no limitations to assist them or they will assist us. Staff recommends the approval of the Kings County Automatic Aid Agreement.

UPON MOTION BY DIRECTOR CHAVEZ, SECOND BY DIRECTOR GUICE AND CARRIED, TO APPROVE THE KINGS COUNTY AUTOMATIC AID AGREEMENT

No Public Comment

**Agenda Item 16 – Preliminary Budget for FY 18/19**

1. DC Chrisman presented the Preliminary Budget for FY 18/19. The Budget Committee met last week to finalize the Preliminary Budget. DC Chrisman went over the Budget schedule. In June, the Preliminary Budget is released, which will take the District into the new fiscal year, August is when the Final Budget is released as this is the point in time when year-end has closed and the District has a better idea of expenses and revenues. The Amended Budget is released in January as numbers are based off the first teeter payment. The Budget is on track on expenses

and revenue for the current fiscal year. The District has estimated what the third teeter payment will be on track. If everything matches up, the District should close out the current fiscal year with a 4.9% increase in tax revenue over the previous year. The Cal Fire admin rate increased from 12.01% to 12.47% for the upcoming year. For capital equipment \$135,000 was rolled over from last fiscal year, as the District was unable to get delivery of the equipment in time for this current fiscal year. A new line item was added for the FireView Program with a budget of \$45,000. The projected gross fund balance forward for June 30, 2019 is anticipated to be \$315,991, the number is still preliminary, at the final budget the District should have a more concrete number. Staff recommends the Board approve the Preliminary Budget for FY 18/19.

UPON MOTION BY DIRECTOR CHAVEZ, SECOND BY DIRECTOR ARABIAN AND CARRIED, TO APPROVE THE PRELIMINARY BUDGET FOR FY 18/19

No Public Comment

**Agenda Item 17 – Board Member Agenda Requests/Reports**

None

**Agenda Item 18 – Staff Reports**

1. BC Bowman stated that the training calendar has been completed and approved for the next 18 months. The training center will conduct 43 classes over the next 18 months, compared to last year where it only held 34 classes. One big change is the addition of the third Basic Firefighter Academy. This class was added due to the huge demand and interest in the course. The added class has been on the website for six days and they have ½ of the class already full. Captain Rick Lum who has worked 30+ years will be retiring August 2<sup>nd</sup>, but his last day of work will be July 19<sup>th</sup>. The District was successful in obtaining a grant for active shooter. BC Bowman was able to purchase 71 sets of active shooter PPE to consist of helmets and ballistic vests.
2. DC Chrisman held a conference call with RV Jensen and its staff to work out differences on a contract. Once the contract is received, Attorney Ross will review and then give us the okay to approve. He is hoping to have an executed contract by the next Board meeting.
3. Chief Johnson wanted to bring to attention Senate Bill 1205, which is working its way through legislation in California. The new bill is going to require the Chief to have staff inspect every building used as a public or private school, but to report annually to the Board of Supervisors and City Council. The State mandate is going to be funded and departments will be able to bill for their time. The Chief expects to see the bill pass and

potentially will impact the work load of staff. Attorney Ross said that it has come up in the bill summary, then committee summary reference to of the requirement of inspections of commercial buildings every two years. Ultimately the need to hire more inspectors will be necessary.

UPON MOTION BY DIRECTOR DEL PUPPO, SECOND BY DIRECTOR CHAVEZ AND CARRIED BY UNANIMOUS VOTE, TO MOVE INTO CLOSED SESSION.

**Agenda Item 20.A. – Closed Session Conference with Legal Counsel - Anticipated Litigation Significant exposure to litigation pursuant to Government code section 54956.9(d)(2): (3 matters); and**

Written Report to be prepared.

UPON MOTION BY DIRECTOR ARABIAN, SECOND BY DIRECTOR CHAVEZ AND CARRIED BY UNANIMOUS VOTE, TO MOVE INTO OPEN SESSION.

**Agenda Item 18. – Report Upon Return from Closed Session**

UPON MOTION BY DIRECTOR DEL TESTA, SECOND BY DIRECTOR CHAVEZ AND CARRIED BY UNANIMOUS VOTE, TO ADJOURN THE MEETING.

**ADJOURNMENT** – The meeting was adjourned at 7:02 p.m.

The next Regular Board meeting will be held on July 18, 2018.