

CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT

MINUTES

REGULAR BOARD MEETING OF DECEMBER 20, 2011

CALL TO ORDER

The meeting was called to order at 6:35 P.M. by President Bob Duncan at Carpinteria City Hall, Council Chambers, 5775 Carpinteria Avenue, Carpinteria, California

ROLL CALL

Directors Present:	Bob Duncan, President	2014
	Craig Price, Vice President	2014
	Lisa Guravitz, Secretary	2012
	Diane Brighton, Director	2012
	Ben Miller, Director	2014

Administrator: Fire Chief Michael Mingee

PLEDGE OF ALLEGIANCE

Led by Vice President Craig Price

ANNUAL ORGANIZATIONAL MEETING

The motion was made by Director Brighton, seconded by Director Guravitz, and passed unanimously to approve the following slate: Craig Price, President; Lisa Guravitz, Vice President; Diane Brighton, Secretary; Ben Miller, Director; and Bob Duncan, Director. President Price resumed the meeting.

The motion was made by Director Duncan, seconded by Secretary Brighton, and passed unanimously to appoint the board members as follows: Secretary Brighton and Vice President Guravitz to the Finance Committee; Director Duncan and President Price to the Fleet and Facilities Committee; Director Miller and Vice President Guravitz to the City Liaison Committee. The motion was made by Secretary Brighton, seconded by Director Duncan, and passed unanimously to appoint Director Miller and Vice President Guravitz to the Ad-Hoc Committee for Management Representatives to Collective Bargaining.

CALL TO ORDER

ROLL CALL

PLEDGE

ELECTIONS OF OFFICERS OF THE BOARD

APPOINTMENTS TO BOARD SUB-COMMITTEES
A. FINANCE
B. FLEET AND FACILITIES
C. CITY LIAISON
AD-HOC COMMITTEE
COLLECTIVE BARGAINING

INTRODUCTIONS, PROCLAMATIONS, PRESENTATIONS AND RECOGNITIONS

Director Duncan presented the resolution commending and thanking Firefighter/Paramedic Todd Skupien for 5 years of service.

President Price presented the resolution commending and thanking Captain Tony Masiel for 15 years of service. Chief Mingee expressed thanks on behalf of Captain Masiel, who was unable to attend the meeting.

PUBLIC COMMENTS

There were no public comments at this meeting.

CORRESPONDENCE

Chief Mingee highlighted a letter from Fetcher & Company, confirming their acceptance to perform the District's annual financial audit. The Chief reviewed the updated MOU between Montecito Fire Protection District and Carpinteria-Summerland Fire Protection District. Chief Mingee reviewed correspondence from the County of Santa Barbara regarding Senate Bill 2557, Property tax Administrative costs. The Chief highlighted an article from the Santa Barbara News Press regarding the meeting with the South County Board of Architectural Review. Chief Mingee reviewed correspondence from the Santa Barbara County Employees' Retirement System indicating that the employer contribution rates will increase for the 2012-13 fiscal year.

APPROVAL OF MINUTES

The motion to approve the minutes of the regular Board Meeting of November 15, 2011 was made by Secretary Brighton, seconded by Director Miller and passed unanimously.

FINANCIAL MATTERS

The motion was made by Vice President Guravitz, seconded by Director Miller and passed unanimously to approve the Financial Reports for the month ending November 30, 2011. Chief Mingee highlighted the financial status of fund 3630 stating that property tax revenue in the amount of \$702,274.42 was deposited early.

MOTION TO ADOPT THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT FIRE PROTECTION MASTER PLAN AS THE FIRE DISTRICT 10 YEAR STRATEGIC PLANNING DOCUMENT

The Chief provided a verbal staff report regarding changes within

**RESOLUTION 2011-05
TODD SKUPIEN, 5 YEARS
OF SERVICE**

**RESOLUTION 2011-19
TONY MASIEL, 15
YEARS OF SERVICE**

PUBLIC COMMENTS

CORRESPONDENCE

**APPROVAL OF MINUTES:
REGULAR MEETING OF
NOVEMBER 15, 2011**

FINANCIAL MATTERS

**MOTION TO ADOPT
FIRE PROTECTION
MASTER PLAN**

the Master Plan document. The motion was made by Director Miller, seconded by Secretary Brighton and passed unanimously to approve the Fire Protection Master Plan as the Fire District 10 year strategic planning document.

DISCUSSION ITEM: STATE IMPOSED STATE RESPONSIBILITY AREA FIRE PREVENTION BENEFIT FEES

The Chief provided a staff report regarding the position of the Association of Contract Counties, opposing the implementation and collection of State Responsibility Area Fire Prevention Benefit Fees. The Board recommended that a letter be placed in the Coastal View regarding the proposed changes.

MOTION TO APPROVE AN EMPLOYMENT AGREEMENT BETWEEN THE CARPINTERIA-SUMMERLAND FIRE PROTECTION DISTRICT AND THE FIRE BATTALION CHIEFS

The Chief highlighted a change within the agreement between CSFPD and the Fire Battalion Chiefs, stating that the Battalion Chiefs will be entitled to overtime. The motion was made by Secretary Brighton, seconded by Director Miller and passed unanimously to approve the agreement.

ACTION ITEM: APPOINTMENT OF LABOR NEGOTIATOR IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54957. THE BOARD WILL APPOINT A DESIGNATED REPRESENTATIVE(S) TO MEET AND CONFER WITH REPRESENTATIVES OF THE NON SAFETY/NON EXEMPT EMPLOYEES REGARDING EMPLOYMENT AGREEMENTS

The motion was made by Vice President Guravitz, seconded by Secretary Brighton and passed unanimously to appoint Chief Mingee and Director Miller as the designated representatives to meet and confer with representatives of the non safety/non exempt employees regarding employment agreements.

ADMINISTRATIVE REPORT

Chief Mingee stated that he attended the hearing in front of the South Coast Architectural Review Board, where the Summerland Public Safety Center project was met with some resistance. The Chief indicated that the District will forward the concept to the Summerland Architectural Review committee in its present form to ensure that the present concept is still supported by the community. He also added that a Financial Advisor will be at the next Board Meeting to begin discussion on financing the project. The Chief

DISCUSSION ITEM: STATE RESPONSIBILITY AREA FIRE PREVENTION BENEFIT FEES

MOTION TO APPROVE EMPLOYMENT AGREEMENT BETWEEN CSFPD AND BATTALION CHIEFS

ACTION ITEM: APPOINTMENT OF LABOR NEGOTIATOR OF THE NON SAFETY/NON EXEMPT EMPLOYEES

ADMINISTRATIVE REPORT

indicated that nineteen members of the public completed the 8 week training for the Fall CERT class. Chief Mingee stated that he attended the annual California Public Employee Labor Relations Association conference in Monterey. The Chief stated that the Dahlia Court expansion and the Lagunitas development continue to move forward. Fire Marshal Foster provided an update regarding the Lagunitas project. Chief Mingee mentioned that the bathroom repair and new carpeting at Fire Station No. 2 is completed at a total cost of \$7,235.00. The Chief noted that the District took delivery of the approved additional staff vehicle.

Secretary Brighton expressed her gratitude to the Firefighters that helped during her mother's car accident.

Vice President Guravitz wished those who are observant a happy Hanukkah.

Director Miller provided a brief update regarding the organizational meeting. He added that they are slated to meet within the next 7-10 days, and are excited to include Battalion Chief Kovach in the process.

There were no upcoming agenda items.

CLOSED SESSION IN ACCORDANCE WITH GOVERNMENT CODE 54957.6, CONFERENCE WITH LABOR NEGOTIATOR(S). AGENCY DESIGNATED REPRESENTATIVE: CHIF MINGEE AND DIRECTOR MILLER. NON SAFETY/NON EXEMPT EMPLOYEES: ED FOSTER

The Board retired into closed session to meet with the Agency designated negotiators. Ed Foster did not attend the closed session. The Board reported out of closed session at 8:55 P.M. No action taken.

The Board adjourned at 9:00 P.M.

**BOARD
COMMUNICATIONS**

**UPCOMING AGENDA
ITEMS**

CLOSED SESSION

ATTEST:

Craig Price, President

Lisa Guravitz, Vice President

Diane Brighton, Secretary

Ben Miller, Director

Bob Duncan, Director

Minutes Prepared By: Executive Assistant, Joyce Reed