

**San Miguel Consolidated Fire Protection District
Regular Meeting of the Board of Directors
Tuesday, November 10, 2020**

Date changed from 11/11/2020 (Veterans Day) via Board vote 10/14/2020

Minutes

Director Raddatz called the tele/videoconference meeting to order at 5:30 pm.

Board Members Present: Directors Ek, Kiel, McKenna, Nelson, Raddatz, Rickards and Vacio

Board Members Absent: None

Staff Present: Fire Chief Brainard, Administrative Officer/Finance Officer Harris, and Administrative Assistant Rians

Approval of Agenda: [By Board Consensus, the agenda was approved.](#)

The Agenda for the Regular Meeting of November 10, 2020 was posted at District Headquarters on Friday, November 6, 2020, at 5:00 pm.

Pledge of Allegiance: Director Rickards led the Pledge of Allegiance.

Public Communications: None.

CONSENT AGENDA ITEMS

[Upon a motion by Director Rickards, second by Director Vacio, and vote \(unanimously in favor\), the Consent Agenda was approved.](#)

1. Approve the Minutes: Regular Meeting of October 14, 2020
Regular Meeting of October 28, 2020
Special Meeting of October 28, 2020
2. Approve Board Member Stipend Payments.
3. Receive and File Quarterly Investment Report in Accordance with California Government Code.
4. Credit Card Expenditures Review – The Board of Directors will review credit card expenditures of the Fire Chief and Administrative Officer/Finance Officer.
5. Approve Combined Tax Report submitted by SCI Consulting Group.
6. Approve Quarterly Employee Reimbursement Report.

INFORMATIONAL AGENDA ITEMS

7. COVID-19 Update.
[Chief Brainard shared we have no new cases, no personnel isolating or under quarantine, and no changes to District Headquarters operating hours. The County of San Diego case numbers have moved us back to the purple tier – we will assess any restrictions from local government as they are announced.](#)

8. Quarterly Financial Update.

Administrative Officer/Finance Officer Harris provided a financial update, which included that finances are on trend with what is typical at this point in the fiscal year. Overtime is trending higher than the same time last year, but only because strike team deployments began earlier this year. As usual, strike team overtime (deployments/backfill) is reimbursed by OES.

9. Annual Report Presentation.

Chief Brainard presented the Annual Report for FY19/20. A printed/bound copy was provided to each Director, and a digital version is available for all to view at <https://www.sanmiguelfire.org/annual-report>.

10. Reports

a. Committee Reports

Director Rickards shared that a virtual CSA 69 meeting is scheduled for 11/12/2020 at 4:00 pm. Since Director Rickards and his alternate, Director Kiel, are both leaving the San Miguel Board, Director Raddatz will likely attend this meeting as he has served as alternate prior and is eligible to attend/vote. Committee and Commissions for San Miguel Directors will be reassigned at the January 2021 meeting.

b. Directors' Reports

Directors Rickards and Kiel bid the Board and staff farewell.

c. Chief's Report

- From the last Action Plan Recap, the CFD process is still tabled to a future meeting.
- Ron Quinlan has promoted to Battalion Chief, and both Jacob Burkard and Pat Carroll have promoted to Captain.
- The Captain's Test will take place this coming Monday, November 16. 7 Engineers are applying for promotion/to be placed on the eligible list for consideration as vacancies become available.
- Captain Read Clark retired effective November 1 – we expect 2 additional retirements in December.
- Significant Incidents include several structure fires and one suicide attempt.
- The District expects to receive a Type 3 apparatus from OES in December.

d. Association of San Miguel Firefighters Communications

No update pertaining to Local 1434, but Captain Jack Grogger commended the outgoing Directors on their service to our District and wished them well.

e. Association of San Miguel Chief Officers Communications

No update pertaining to the Chief Officers Association, but Battalion Chief Durrell echoed Captain Grogger in appreciation and well wishes for the outgoing Directors.

f. Correspondence

Chief Brainard shared correspondence from the Gomez Family. They wanted to commend the crew of Truck 15 (Shinn, Zepeda, Graff and Sorchy), along with AMR 256, for their compassionate care and professionalism provided on an incident back in August. A letter was received from a family affected by the Lightning Complex Fire who saw our apparatus/crew and wanted to extend their gratitude. Bonita-Sunnyside Fire thanked San Miguel for loaning them an apparatus when both of theirs unexpectedly were not operational. A phone call was received commending Paden, Jones and Argavani for efficient, patient, personable, skilled and graceful care provided to a family member. Truck 15 crew led by Captain Fryling participated in a birthday drive-by, and lastly, a letter was received from the Mayor of Irvine thanking crews for their assistance on the Silverado Fire in Orange County.

- g. Action Plan Recap
None.

SPECIAL PRESENTATION

The Fire Chief and Board of Directors will recognize outgoing Directors William Kiel and Dave Rickards for their years of service to the San Miguel Fire District.

President Raddatz adjourned the meeting to Closed Session at 6:27 pm.

CLOSED SESSION AGENDA ITEMS

11. Closed Session - Conference With Labor Negotiator (§54957.6)
Agency Negotiators: Attorney Joseph Sanchez
Directors Ek, Raddatz, and Rickards
Employee Organization: Association of San Miguel Firefighters IAFF Local 1434
12. Closed Session – Conference With Labor Negotiator (§54957.6)
Agency Negotiators: Attorney Joseph Sanchez
Directors Ek, Raddatz, and Rickards
Employee Organization: Chief Officer’s Association of San Miguel
13. Closed Session – Conference With Labor Negotiator (§54957.6)
Agency Negotiators: Fire Chief Brainard
Unrepresented Employees: Division Chief, Deputy Fire Marshal, Administrative Officer/Finance Officer, Administrative Analyst, Accounting Specialist, Administrative Assistant, Fire Inspector(s), Logistics Officer

President Raddatz reconvened the meeting to Open Session at 7:10 pm with no action taken.

Director Raddatz adjourned the meeting at 7:11 pm.

Prepared and Submitted by:
Shayna Rians
Shayna Rians
Board Recording Secretary