

## **MONTECITO FIRE PROTECTION DISTRICT**

### **Minutes for the Regular Meeting of the Board of Directors**

April 27, 2020 at 2:00 p.m.

Held via teleconference connection as permitted under the Governor's Executive Order N-29-20, dated March 17, 2020 due to concerns of COVID-19 ("Executive Order").

Director Easton called the meeting to order at 2:00 p.m.

**Present:** Director Easton, Director Ishkanian, Director van Duinwyk, Director Lee. Chief Taylor and District Counsel Mark Manion were also present.

**Absent:** Director Powell

- 1. Public comment: Any person may address the Board at this time on any non-agenda matter that is within the subject matter jurisdiction of the Montecito Fire Protection District. (30 minutes total time allotted for this discussion.)**

There were no public comments at this meeting.

- 2. Receive presentation from Craig Fechter of Fechter & Company regarding the Annual Financial Report for Fiscal Year Ended June 30, 2019. (Strategic Plan Goal 9.1)**

Craig Fechter of Fechter & Company provided a presentation regarding the Annual Financial Report for Fiscal Year Ended June 30, 2019.

- a. Consider recommendation for approval of the report.**

Motion to approve the Annual Financial Report for Fiscal Year Ended June 30, 2019 made by Director Lee, seconded by Director Ishkanian. The Roll Call vote was as follows:

Ayes: P. van Duinwyk, M. Lee, J. Ishkanian, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

- 3. Report from the Finance Committee. (Strategic Plan Goal 9.1)**

- a. Consider recommendation to approve February and March 2020 financial statements.**

Directors Lee, van Duinwyk and District Accountant Nahas provided a report regarding the February and March 2020 financial statements. Motion to approve the February and March 2020 financial statements made by Director van Duinwyk, seconded by Director Lee. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

**b. Review PARS Post-Employment Benefits Trust statement for January and February 2020.**

Directors Lee and van Duinwyk provided a report regarding the PARS Post-Employment Benefits Trust statements for January and February 2020.

**c. Consider recommendation to approve the GASB 75 Actuarial Valuation Report of the retiree health insurance program as of July 1, 2018 prepared by Demsey Filliger and Associates.**

District Accountant Nahas provided a report regarding the GASB 75 Actuarial Valuation Report of the retiree health insurance program as of July 1, 2018. Motion to approve the GASB 75 Actuarial Valuation Report made by Director van Duinwyk, seconded by Director Lee. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

**4. That the Board of Directors approve and authorize the President to execute Side Letter Agreement amending Section 40 of the Memorandum of Understanding between the Montecito Firefighter's Association and the Montecito Fire Protection District to detail the Temporary Upgrade Pay. (Strategic Plan Goal 7)**

**a. Staff report presented by Accountant Araceli Nahas.**

District Accountant Nahas provided a staff report regarding the Side Letter Agreement amending Section 40 of the Memorandum of Understanding between the Montecito Firefighter's Association and the Montecito Fire Protection District to detail the Temporary Upgrade Pay. Motion to approve and authorize the President to execute the Side Letter Agreement made by Director Lee, seconded by Director Ishkanian. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duiinwyk, S. Easton  
Nays: None  
Abstain: None  
Absent: J. A. Powell

**5. That the Board of Directors approve and authorize the President to execute Side Letter Agreement amending Section 40 of the Memorandum of Understanding between the Members of Staff and the Montecito Fire Protection District to detail the Temporary Upgrade Pay. (Strategic Plan Goal 7)**

District Accountant Nahas provided a staff report regarding the Side Letter Agreement amending Section 40 of the Memorandum of Understanding between the Members of Staff and the Montecito Fire Protection District to detail the Temporary Upgrade Pay. Motion to approve and authorize the President to execute the Side Letter Agreement made by Director van Duiinwyk, seconded by Director Easton. The Roll Call Vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duiinwyk, S. Easton  
Nays: None  
Abstain: None  
Absent: J. A. Powell

**6. That the Board of Directors adopt Resolution No. 2020-04, approving and authorizing the Fire Chief or designee to take all actions necessary to apply for and receive a grant under the California Climate Investment Fire Prevention Grant Program. (Strategic Plan Goal 2)**

**a. Staff report presented by Fire Marshal Aaron Briner.**

Fire Marshal Briner provided a staff report regarding the California Climate Investment Fire Prevention Grant Program. Motion to approve and authorize the Fire Chief or designee to take all actions necessary to apply for and receive a grant made by Director Lee, seconded by Director Ishkanian. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duiinwyk, S. Easton  
Nays: None  
Abstain: None  
Absent: J. A. Powell

**7. That the Board of Directors authorize the Fire Chief to enter into a contract with**

**Cuyama Lamb, LLC in an amount not to exceed \$45,000 for the Herbivory Project.  
(Strategic Plan Goal 2)**

**a. Staff report presented by Prevention Aaron Briner.**

Fire Marshal Briner provided a staff report regarding the Herbivory Project. Motion to authorize the Fire Chief to enter into a contract with Cuyama Lamb, LLC in an amount not to exceed \$45,000 made by Director van Duinwyk, seconded by Director Easton. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

**8. Consider declaring Utility 94 as surplus and authorize the Fire Chief to sell, donate, or dispose of the vehicle as specified in the Surplus Property policy. (Strategic Plan Goal 4)**

**a. Staff report presented by Battalion Chief Scott Chapman.**

Battalion Chief Chapman provided a staff report regarding Utility 94. Motion to authorize the Fire Chief to sell, donate or dispose of the vehicle as specified in the Surplus Property policy made by Director Lee, seconded by Director van Duinwyk. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

**9. Review and approval of slate for LAFCO elections.**

Director Ishkanian recommended Craig Geyer as the Regular Special District Member and Cindy Allen as the Alternate. Motion to vote Craig Geyer as the Regular Special District Member and Cindy Allen as the Alternate Special District Member made by Director Ishkanian, seconded by Director van Duinwyk. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

**10. Approval of Minutes of the February 24, 2020 Regular Meeting.**

Motion to approve the minutes of the February 24, 2020 Regular meeting made by Director Lee, seconded by Director van Duinwyk. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

#### **11. Approval of Minutes of the March 23, 2020 Regular Meeting.**

Motion to approve the minutes of the March 23, 2020 Regular meeting made by Director van Duinwyk, seconded by Director Ishkanian. The Roll Call vote was as follows:

Ayes: J. Ishkanian, M. Lee, P. van Duinwyk, S. Easton

Nays: None

Abstain: None

Absent: J. A. Powell

#### **12. Fire Chief's report.**

Division Chief Widling highlighted significant calls for the month of March, as well as the April 23-24 Sundowner event. Battalion Chief Chapman provided an update on Capital Projects: Station 2 Extractor, Roof Project, Generator and Solar Project. He also provided an update regarding the design for the rental property. He noted that the engine bay exhaust removal project has been pushed back and should be completed by Fiscal year end. He mentioned that the Facilities sub-committee will meet via teleconference on May 8 at 11:00 a.m. Fire Marshal Briner provided an update on the neighborhood chipping and fuel reduction projects, the Ready set Go pamphlet, and the electronic plan submission program. Chief Taylor provided an update regarding the Santa Barbara County economic forecast. He stated that five Fire Station Location proposals were received, and will be reviewed internally with Carpinteria-Summerland FPD on May 1. He added that a joint Montecito/Carpinteria Fire Station Location Committee meeting is proposed for May 11 at 11:00 a.m. Chief Taylor provided an update regarding the internal COVID-19 operations. Battalion Chief Chapman provided an update regarding the Safety Committee. Chief Taylor stated that the Department is working closely with the local EMS agency on "Treat and Refer". The Chief stated that the Department participated in a parade with MUS last week, driving by the homes of students. He also mentioned that staff is communicating via teleconference with spouses of all employees every other Thursday, explaining what the organization is doing to protect their spouse while at work, and also providing a general update.

#### **13. Board of Director's report.**

There were no items to report at this meeting.

**14. Suggestions from Directors for items other than regular agenda items to be included for the May 25, 2020 Regular Board meeting.**

The Board determined that the next meeting will be held on Tuesday, May 26, 2020 at 2:00 p.m.

Meeting Adjourned at 3:43 p.m.

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President Sylvia Easton

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Secretary Judith Ishkanian