

MONTECITO FIRE PROTECTION DISTRICT

Minutes for the Regular Meeting of the Board of Directors

Held at Montecito Fire Protection District, 595 San Ysidro Road, Santa Barbara, CA 93108 on January 22, 2024 at 2:00 p.m.

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

Present: Director van Duinwyk, Director Lee, Director Easton, Director Dougherty, Director Powell. Chief Neels and District Counsel Mark Manion were also present.

- 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 Chelsea Richer of Fehr & Peers regarding the Community Emergency Evacuation Analysis. (Strategic Plan Goal 1)**

- a. Staff report presented by Fire Chief Neels.**

Chief Neels provided a staff report regarding the Emergency Evacuation Study related to Evacuation Zone Realignment. Chelsea Richer of Fehr & Peers provided a power point presentation regarding the Emergency Evacuation Study. The Board agreed to receive and file the Emergency Evacuation Study dated December 8, 2023.

- 3. Receive presentation from Jeff Small of Capitol PFG regarding Financial Policies. (Strategic Plan Goal 8)**

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

Accountant Nahas provided a staff report regarding the District's Financial Policies. Jeff Small of Capitol provided a power point presentation regarding Financial Policies update.

- b. Consider approval of the updated Financial Policies.**

Motion to approve the updated Financial Policies made by Director Lee, seconded by Director Easton, and unanimously passed.

- 4. Receive presentation regarding the Public Access Defibrillation Program. (Strategic Plan Goal 1)**

a. Staff report presented by Fire Chief Neels.

Chief Neels provided a staff report and power point presentation regarding the Public Access Defibrillation Program.

5. Receive Strategic Plan Annual Progress Report from Fire Chief Neels. (Strategic Plan Goal 3)

a. Staff report presented by Fire Chief Neels.

Chief Neels provided a staff report and presentation regarding the Strategic Plan Annual Progress Report. The Board agreed to receive and file the report.

6. Election of Regular Special District Member to LAFCO. (Strategic Plan Goal 3)

a. Staff report presented by Fire Chief Neels.

Chief Neels provided a staff report regarding the election of Regular Special District Member to LAFCO. Motion to elect Craig Geyer as the Regular Special District Member made by Director Easton, seconded by Director Dougherty, and unanimously passed.

7. That the Board of Directors authorize the Fire Chief to enter into an agreement with Fence Factory for fencing throughout the rental property at 1255, 1257, and 1259 East Valley Road, in the amount of \$22,279.00 plus a contingency not to exceed 15% of the award amount to be used in the discretion of the Fire Chief. (Strategic Plan Goal 5)

a. Staff report presented by Chief Neels.

Battalion Chief Hudley provided a staff report regarding the fencing project throughout the rental property at 1255, 1257, and 1259 East Valley Road. Motion to authorize the Fire Chief to enter into an agreement with Fence Factory for fencing throughout the rental property, in the amount of \$22,279.00 plus a contingency not to exceed 15% of the award to be used in the discretion of the Fire Chief made by Director Easton, seconded by Director Lee, and unanimously passed.

8. That the Board of Directors authorize the Fire Chief to enter into an agreement with Pueblo Construction & Roofing for the replacement of the asphalt shingle roofing system at 1257 East Valley Road, in the amount of \$16,393.13 plus a contingency not to exceed 20% of the award amount to be used in the discretion of the Fire Chief. (Strategic Plan Goal 5)

a. Staff report presented by Chief Neels.

Battalion Chief Hudley provided a staff report regarding the Roof Replacement project at 1257 East Valley Road. Motion to authorize the Fire Chief to enter into an agreement with Pueblo Construction & Roofing for the replacement of the asphalt shingle roofing system at 1257 East Valley Road, in the amount of \$16,393.13 plus contingency not to exceed 20% of the award amount to be used in the discretion of the Fire Chief made by Director Powell, seconded by Director Easton and unanimously passed.

9. Report from the Finance Committee. (Strategic Plan Goal 8)

- a. Consider recommendation to approve November and December 2023 financial statements.**

Accountant Nahas and Director Lee provided a report regarding the November and December 2023 financial statements. Motion made by Director Powell, seconded by Director Easton, and unanimously passed to approve the November and December 2023 financial statements.

- b. Review PARS Post-Employment Benefits Trust statements for October and November 2023.**

Director Lee provided a report regarding the PARS Post-Employment Benefits Trust statement for October and November 2023.

10. Consider approval of Resolution 2024-01, fixing the employer contribution under the Public Employees' Medical and Hospital Care Act at an equal amount for employees and annuitants. (Strategic Plan Goal 8)

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

Accountant Nahas provided a staff report regarding the Public Employees' Medical and Hospital Care Act. Motion to approve Resolution 2024-01 made by Director Easton, seconded by Director Powell. The Roll Call Vote was as follows:

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

11. Approval of Minutes of the December 18, 2023 Special Meeting.

Motion to approve the minutes of the December 18, 2023 Special meeting made by Director Powell, seconded by Director Lee, and unanimously passed.

12. Fire Chief's report.

Wildland Fire Specialist Elmquist provided an update regarding the Wildland Fire Mitigation project. Chief Neels provided an update regarding the AM Radio repair. The Chief provided an update regarding evacuation planning for individuals with access and functional needs. Chief Neels highlighted the Raising Our Light event held on January 9, 2024. Chief Neels provided an update regarding the U.S. Geological Survey presentation regarding landslides in recovering burn areas. The Chief stated a community meeting will be held on January 31, 2024 at the Carpinteria Lions Club regarding a proposal to upgrade the VHF emergency communications system with an antenna on the Carpinteria Valley Water District's Shephard Mesa water reservoir tower.

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 February 26, 2024 Regular Board meeting.

There were no additional suggestions from the Directors.

15. CLOSED SESSION:

A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

- **District negotiators: Peter van Duinwyk and Michael Lee**
- **Employee Organization: Montecito Firefighters' Association**

B. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

- **District negotiators: Peter van Duinwyk and Michael Lee**
- **Unrepresented Employees: Fire Marshal, Division Chief Operations, Battalion Chiefs, Accountant, Administrative Assistant, Public Information Officer.**

The Board reported out of closed session at 5:12 p.m. with no reportable action.

Meeting Adjourned at 5:13 p.m.

President Peter van Duinwyk

Secretary Sylvia Easton