

***LAKESIDE FIRE PROTECTION DISTRICT***  
**MEETING OF THE GOVERNING BOARD**  
**Minutes**

February 9, 2016

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

Director Mark Baker  
Director James Bingham  
Director Mike Haworth  
Director Peter Liebig  
Director Bob Robeson

**Also present:**

Fire Chief Andy Parr  
District General Counsel Steve Bohemer  
Clerk of the Board Laura Fernandez

The meeting was called to order by Director Baker at 5:32 P.M.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

**A. Invocation** – Pastor Ralph Goodrich Harvest Christian Fellowship.  
Director Robeson led the Pledge of Allegiance and Pastor Ralph Goodrich Harvest Christian Fellowship delivered an invocation.

**3. CONFIRMATION OF AGENDA**

**The Agenda was approved as presented. M/S/P Liebig/ Haworth. Motion passed unanimously.**

**4. APPROVAL OF THE MINUTES**

**A.** January 19, 2016 special Board meeting.  
**B.** January 19, 2016 regular Board meeting.

**The minutes of the January 19, 2016 special and regular Board meetings were approved as presented. M/S/P Liebig/Haworth. Motion passed unanimously.**

**5. CONSENT CALENDAR**

None at this time

**6. FINANCE**

**A.** Audit Report – FY 2014/2015.

*Staff Recommendation: Accept the Audit Report for fiscal year ending June 30, 2015.*

Administrative Services Manager Robert Schiwitz reported the auditor gave the district an unqualified opinion as to the District financial statements. He also reported on the changes to reporting due to GASB 68.

**Motion was made by Director Liebig, seconded by Director Haworth to accept the Audit Report for fiscal year ending June 30, 2015. Motion passed unanimously.**

<b>B. List of Demands – January 2016</b>		
i.	Accounts Payable check 17856 thru 17942:	691,767
ii.	Payroll for January 8 and 22, 2016:	418,779
iii.	Workers Comp checks 7987 thru 8020:	<u>8,909</u>
Total demands for January 2016:		\$ 1,119,455

*Staff Recommendation: Information item only – no action necessary.*

**7. CORRESPONDENCE**

- A.** Letter from Michael J. Tobias, Fire Chief Retired, Sarasota County Fire Department.

Correspondence was acknowledged and briefly discussed. A copy of the thank you letter will go into Andrew Shaba, Chase Mashburn and Bing Tom's personnel files.

**8. ORAL COMMUNICATION**

None at this time

**9. UNFINISHED BUSINESS:**

- A.** Fire Station 1 Relocation. Discussion/Action (Board)  
Report on activities to-date.  
Fire Chief Parr reported on the latest budget summary update for Fire Station 1 Relocation. George Tockstein presented the approved site plan and reported on progress made to date.

- B.** Application for Annexation of CSA-115. Discussion/Action(Chief/Board)  
Report on activities to-date.

Fire Chief Parr reported there is no new action to report.

- C.** Strategic Planning Process – Next meeting date and time TBA.  
Fire Chief and Board discussed a tentative date for April 26, 2016 time to be determined.

- D.** Change of EMS/ALS transport in El Cajon and how this may affect Lakeside. Discussion/Action. (Board/Baker)  
Chief Parr reported we are in observation mode and that there is an expected change to the El Cajon EMS/ALS transport in the next few weeks.

- E.** Discuss possibilities of partnering with Heartland Fire Rescue JPA and/or with City of Santee to provide sub-regional fire protection services.  
Discussion/Action. (Board/Baker)  
Chief reported that Santee is nearing the election of the New City Manager.

- F.** Discuss desire/need to seek a Benefit Fee increase or a Facility Bond approval from the public. Discussion/Action. (Board/Baker)  
The Board will discuss a proposal from SCI Consulting Group to perform a Feasibility Analysis and Public Opinion Survey on behalf of the District.



**Motion was made by Director Liebig, seconded by Director Robeson to approve single source for SCI Consulting Group to conduct phase one from proposal from for \$7000.00 dollars from emergency fund. Motion passed unanimously.**

**10. NEW BUSINESS:**

- A. Report on Reimbursements as required by CA Govt. Code 5365.5.**  
Administrative Analyst Glenna McShane reported on the requirements to comply with Government Code 5365.5 and that the District's reimbursements are being reported as required. She also announced the launch of our page in the Concur program for business travel and a new travel expense reimbursement form.

**11. REPORTS:**

**A. Directors Report:**

Director Liebig thanked George for all the work being done for Station 1 relocation.

Director Baker announced the FDAC conference being held in Napa from April 6-8.

**B. Chief Report:**

Fire Chief Parr reported on

- He attended a LAFCO meeting last Monday.

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**C. Staff Report:**

Division Chief Lawler reported on work being done by Apparatus Committee.

Division Chief Molloy announced CSA69 meeting here on Thursday and gave monthly report on call statistics.

Division Chief Hisaw reported that District policies are available online on Lexapol.

**D. Comments and Information from District Counsel:**

None at this time.

**E. Firefighters Association Report:**

None at this time.

**12. FUTURE DISCUSSION ITEMS**

None at this time.

**13. CLOSED SESSION:**

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Government Code Section 54956.8.**

Property: APN #388-260-02-00

Agency negotiator: Chief and Board

Negotiation parties: N/A

Under negotiation: Price and terms of payment.

**B. EMPLOYEE CONTRACT NEGOTIATIONS - Government Code Section 54957.6. Affected Bargaining Units:**

- Lakeside Firefighters Association (District Negotiator(s) A. Parr, Fire Chief; J. Bingham, B. Robeson, Directors).
- Chief Officers (District Negotiator(s) A. Parr, Fire Chief; M. Baker, P. Liebig, Directors).
- General Services Employees (District Negotiator(s) A. Parr, Fire Chief; M. Haworth, B. Robeson, Directors).
- Administrative Services Manager (District Negotiator(s) A. Parr, Fire Chief; M. Baker, P. Liebig, Directors).
- Fire Chief (District Negotiator(s) J. Bingham, B. Robeson, Directors).

**C. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957**

Title: Fire Chief.

The above matters described on the agenda may be held in closed session in a conference with counsel under the provisions of Government Code Section stated above. If closed sessions are held, a report of actions subject to disclosure will be made by the District's Counsel upon return to open session respectively.

No closed session was held

Having no additional items to discuss the meeting was adjourned at 7:13 P.M.

Respectfully submitted,

  
Clerk of the Board, Laura Fernandez