

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

October 11, 2016

**1. CALL TO ORDER AND QUORUM**

**Directors Present:**

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

**Also present:**

Division Chief Humberto Lawler  
District General Counsel Steve Bohemer  
Clerk of the Board Laura Fernandez

The meeting was called to order by Director Baker at 5:30 P.M. with Director Mike Haworth absent.

**2. PLEDGE OF ALLEGIANCE AND INVOCATION**

**A. Invocation – Pastor Al Hester from Hill Country Community Church.**

Director Robeson led the Pledge of Allegiance and Al Hester from Hill Country Community Church delivered an invocation.

**3. CONFIRMATION OF AGENDA**

**The Agenda was approved as amended with the addition of item 3A Special Presentation. M/S/P Robeson/Bingham. Motion passed unanimously.**

**Special Presentation - Badge Pinning**

**A. Engineer Russo**

Division Chief Lawler commented on Steve Russo's contributions to the District in his fourteen year as Firefighter/paramedic and presented him with his Engineer Badge.

**4. APPROVAL OF THE MINUTES**

**A. September 27, 2016 special Board meeting.**

**B. September 27, 2016 regular Board meeting.**

**The minutes of the September 27 special and regular Board meetings were approved in one motion as presented. M/S/P Robeson/Liebig. Motion passed unanimously.**

**5. CONSENT CALENDAR**

None at this time.

**6. FINANCE**

**A. List of Demands – September 2016**

i. Accounts Payable check 18590 thru 18667: 618,324

ii.	Payroll for September 2 and 16, 2016:	437,435
iii.	Workers Comp checks 8252 thru 8296:	<u>33,704</u>
	Total demands for September 2016:	\$ 1,089,463

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

**7. CORRESPONDENCE**

None at this time.

**8. ORAL COMMUNICATION**

None at this time.

**9. UNFINISHED BUSINESS:****A. Fire Station 1 Relocation. Discussion/Action (Board)**

Report on Phase 1 and Phase 2.

Division Chief Lawler reported on:

- Phase 1 - finishing touches are almost complete.
- Phase 2 - a change to a 24 feet wide road will delay the schedule previously presented with plans changed and re submitted.

**B. CSA-115 update. Discussion(Chief/Board)**

Report on activities to-date.

Fire Chief Walker reported LAFCO Ad-hoc group completed tour of facilities. Met October 3rd and set agenda with meeting dates and accomplishments.

**10. NEW BUSINESS:****A. Fire Code Adoption (Ordinance 16-001). Discussion/Action (Chief/Board)**

*Staff Recommendation: Waive a full reading of Ordinance 16-001 and conduct a third reading by title only and adopt Ordinance 16-001.*

**Motion was made by Director Robeson, seconded by Director Bingham to waive a full reading of Ordinance 16-001 and conduct a third reading by title only and adopt Ordinance 16-001. Motion passed unanimously.**

**B. Enterprise Resource Planning (ERP) Contract Approval.**

Discussion/Action(Chief/Board)

*Staff Recommendation: Give the Fire Chief the authority to execute a contract with the lowest, responsible bidder for the purchase and implementation of an ERP financial and personnel management system.*

Administrative Analyst Glenna McShane reported on ERP system and after question and answer session a motion was made.

**Motion was made by Director Liebig, seconded by Director Robeson to give the Fire Chief the authority to execute a contract with the lowest, responsible bidder for the purchase and implementation of an ERP financial and personnel management system. Motion passed unanimously.**

**11. REPORTS:****A. Directors Report:**

No reports.

**B. Chief Report:**

Division Chief Lawler reported:

- Next generation RCS.
- Apparatus committee meeting.
- Working on training guides.

**C. Staff Report:**

Division Chief Hisaw reported:

Thanked Chief Walker for the time dedicated to Lakeside.

Division Chief Molloy reported:

All front line apparatus will be ALS.

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

None at this time.

**E. Firefighters Association Report:**

None at this time.

**12. FUTURE DISCUSSION ITEMS**

**A. Strategic Planning Process.**

The Strategic Planning meeting time and date will be determined after new Fire Chief has been selected.

**13. CLOSED SESSION:**

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

Title: Fire Chief.

**B. Fire Chief Recruitment – PUBLIC EMPLOYMENT – Government Code Section 54957(b)(1)**

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 6:01 P.M.

Respectfully submitted,

  
Clerk of the Board, Laura Fernandez