



LAKESIDE FIRE BOARD MEETING

Board Chambers – 12216 Lakeside Avenue – Lakeside – California 92040

Fire Chief
Don Butz

February 14, 2017

Division Chiefs
John Hisaw
Humberto Lawler
Bernard Molloy

Administrative Services Manager
Robert H. Schiwitz

Clerk of the Board
Laura Fernandez



Clerk	Fire Chief	Director	Director	Director	Director	Director
Fernandez	Butz	Robeson	Bingham	Haworth	Baker	Liebig

Welcome to your Fire Board Directors Meeting:

Regular meetings of the Board of Directors are held on the second and fourth Tuesdays of each month. For further information call the Board Clerk at 390-2350 Extension 06.

Addressing the Board:

The Directors and staff welcome information on pertinent concerns but comments at the meeting should be brief and directed to specifics of the case to enable directors to take appropriate action. Anyone wishing to address an item on the Agenda should complete a Speaker Slip form and submit it to the Board Clerk at the beginning of the Board meeting or no later than five minutes before the item is to be heard. The Agenda item number being addressed should appear on the Speaker Slip. Whenever possible lengthy testimony should be presented to the Board in writing, and only pertinent points presented orally. When addressing the Board on any concern a three-minute time limit may be imposed. Public Hearing applicants are limited to twenty minutes.

Government Code Section 54953.2 Compliance with ADA – All meetings are open and public and meet the protections, and prohibitions contained in Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec 12132) and the federal rules and regulations adopted in implementation thereof.

***B. Robeson. President
J. Bingham, M. Haworth,
M. Baker, P. Liebig.
Directors***

***Lakeside Fire Protection District
12216 Lakeside Avenue
Lakeside, California 92040
<http://www.lakesidefire.com>***



LAKESIDE FIRE PROTECTION DISTRICT

REGULAR MEETING OF THE GOVERNING BOARD

Agenda

February 14, 2017

FIRE DISTRICT ADMINISTRATION

To be posted in accordance with the Ralph M. Brown Act, California Government Code Section 54950, et seq.

The Lakeside Fire Protection District will hold a Regular Board Meeting at 12216 Lakeside Avenue, Lakeside, CA 92040 at 5:30 P.M. on February 14, 2017.

1. Call to Order and Determination of a Quorum

2. Pledge of Allegiance and Invocation

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

3. Confirmation of Agenda

4. Consent Calendar

All items listed under the Consent Calendar are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board action on the motion, unless members of the Board, Staff or public request specific items are removed from the Consent Agenda.

A. Approval of the minutes – January 24, 2017 special Board meeting.

B. Approval of the minutes – January 24, 2017 regular Board meeting.

C. List of Demands – January 2017

i. Accounts Payable check 18865 thru 18956: 625,904

ii. Payroll for January 6 and 20, 2017: 416,997

iii. Workers Comp checks 8407 thru 8442: 8,425

Total demands for January 2017: \$ 1,051,326

Staff Recommendation: Information item only – no action necessary.

5. Finance

A. Financial Report for period ending December 31, 2016.

Staff Recommendation: Information item only – no action required.

B. Annual Continuing Disclosure Report for Fiscal Year Ending June 30, 2016.

Staff Recommendation: Information item only – no action required.

6. Correspondence

A. Thank you note from Mary Fuchs.

7. Oral Communications to the Board, Opportunity for Public Comment with Respect to Matters not on the Agenda

This portion of the agenda may be utilized by any person to address the Board of Directors on any matter within the jurisdiction of the Board of Directors. However, depending on the subject matter, the Board may be unable to respond at this time or until the specific item is placed on the agenda at a future meeting, as provided by The Brown Act.

8. Unfinished Business

- A. New Fire Station 1. Discussion/Action(Chief/Board)
Report on Phase 2.

- B. CSA-115 update. Discussion(Chief/Board)
Report on activities to-date.

9. New Business

- A. FAIRA – Notice of Nomination and Election Procedures for the 2017 Election of Members to the Authority's Governing Board.

10. Reports

- A. Directors Report
- B. Chief Report
 - Next Generation RCS Issues and Costs.
 - CSA-115.
 - Partnership with neighboring agencies.
- C. Staff Report
- D. Comments and Information from District Counsel
- E. Firefighters Association Report

11. Future Discussion Items

- A. Strategic Planning Process.

12. Closed Session

- A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957
Title: Fire Chief.

- B. EMPLOYEE CONTRACT NEGOTIATIONS - Government Code Section 54957.6.
Affected Bargaining Units:
 - Lakeside Firefighters Association (District Negotiator(s) J. Bingham, B. Robeson, Directors).
 - Chief Officers (District Negotiator(s) M. Baker, P. Liebig, Directors).
 - General Services Employees (District Negotiator(s) M. Haworth, B. Robeson, Directors)
 - Administrative Services Manager (District Negotiator(s) Fire Chief; M. Baker, P. Liebig, Directors).
 - Fire Chief (District Negotiator(s) J. Bingham, B. Robeson, Directors).

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.

Adjournment - Next regular meeting will be held Tuesday, **February 28, 2017** at 5:30 PM at 12216 Lakeside Avenue, Lakeside, CA 92040

I certify that this District Agenda was posted and made available to members of the Board 72-hours before the noted meeting.

Laura Fernandez (BFS)
Laura Fernandez, Clerk of the Board

2-8-17
Date

LAKESIDE FIRE PROTECTION DISTRICT
MEETING OF THE GOVERNING BOARD
Minutes

January 24, 2017

1. CALL TO ORDER AND QUORUM

Directors Present:

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

Also present:

Fire Chief Don Butz
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 from this meeting.

2. PLEDGE OF ALLEGIANCE AND INVOCATION

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

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

3. CONFIRMATION OF AGENDA

The Agenda was approved as amended taking items 4C, 4D, and 4E out of consent and into new business. M/S/P Baker/Bingham. Motion passed unanimously.

4. CONSENT CALENDAR

A. Approval of the minutes – January 10, 2017 special Board meeting.

B. Approval of the minutes – January 10, 2017 regular Board meeting.

Motion was made by Director Bingham, seconded by Director Robeson to approve consent calendar. Motion passed unanimously.

C. Resolution 17-001 Amending The Employment Contract of Fire Chief Donald Butz.

D. Resolution 17-002 Amending The Employment Contract of Administrative Analyst Glenna McShane.

E. Resolution 17-003 Amending The Employment Contract of Executive Assistant Janise Martinez.

Items 4C, 4C and 4D moved out of consent into new business.

5. FINANCE

None at this time

6. CORRESPONDENCE

A. Thank you letter from Shelly F. Hopkins, Boys and Girls Club Director.

- B. Thank you letter from Amanda Web, East County Toy & Food Drive Coordinator.

All correspondence was acknowledged and briefly discussed, thank you letters will be forwarded to personnel files.

7. **ORAL COMMUNICATION**

None at this time.

8. **UNFINISHED BUSINESS:**

- A. Fire Station 1 Relocation. Discussion/Action (Board)
Report on Phase 2.
District Consultant George Tockstein reported the plans are still in plan check.
- B. CSA-115 update. Discussion(Chief/Board)
Report on activities to-date.
Chief Butz announced upcoming meeting Feb. 6th.

9. **NEW BUSINESS:**

- A. Resolution 17-001 Amending The Employment Contract of Fire Chief Donald Butz.
Motion was made by Director Liebig, seconded by Director Baker to adopt resolutions 17-001 amending The Employment Contract of Fire Chief Donald Butz. Motion passed unanimously.
- B. Resolution 17-002 Amending The Employment Contract of Administrative Analyst Glenna McShane.
Motion was made by Director Liebig, seconded by Director Bingham to adopt Resolution 17-002 Amending The Employment Contract of Administrative Analyst Glenna McShane. Motion passed unanimously.
- C. Resolution 17-003 Amending The Employment Contract of Executive Assistant Janise Martinez.
Motion was made by Director Liebig, seconded by Director Bingham to adopt Resolution 17-003 Amending The Employment Contract of Executive Assistant Janise Martinez. Motion passed unanimously.

10. **REPORTS:**

A. **Directors Report:**

Director Bingham reported on Heartland Training meeting he attended.
Director Baker reminded everyone about the FDAC Conference April 5-7.

B. **Chief Report:**

None at this time.

C. **Staff Report:**

None at this time.

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

None at this time.

E. Firefighters Association Report:

Firefighter /Paramedic David Csik welcomed new baby to the family.

11. FUTURE DISCUSSION ITEMS**A. Strategic Planning Process.**

The Strategic Planning will be discussed at future meetings starting in February.

12. CLOSED SESSION:**A. PUBLIC EMPLOYEE EVALUATION – Government Code Section 54957**
Title: Fire Chief.**B. EMPLOYEE CONTRACT NEGOTIATIONS - Government Code Section 54957.6. Affected Bargaining Units:**

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

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 5:48 P.M.

Respectfully submitted,


Clerk of the Board, Laura Fernandez

LAKESIDE FIRE PROTECTION DISTRICT
SPECIAL MEETING OF THE GOVERNING BOARD
Minutes

January 10, 2017

1. CALL TO ORDER AND QUORUM

Directors Present:

Directors Mark Baker
Director James Bingham
Director Pete Liebig
Director Bob Robeson

Also present:

Fire Chief Don Butz
Division Chief Hisaw
Division Chief Lawler
Division Chief Molloy
District General Counsel Steve Bohemer
Assistant General Counsel Randall Sjoblom
Administrative Services Manager Schiwitz
Administrative Analyst McShane
Acting Clerk of the Board Martinez
Clerk of the Board Fernandez

The meeting was called to order by Director Baker at 3:00 P.M.

2. Open Session:

Training Workshop.
AB1234, FPPC form 700.

Assistant General Counsel Randal Sjoblom presented on AB1234 Open and Ethical Leadership and Fair Political Practices Commission Statement of Economic Interests form 700.

Respectfully submitted,


Clerk of the Board Laura Fernandez