

1 **November 14, 2023**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 **LOCATION: 990 E. MISSION ROAD, FALLBROOK CA 92028**

5 President Acosta called the meeting to order at 5:00 p.m.

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Acosta, Egkan, Munson, Pike, and Shaw

9 **Absent:** None

10 **Staff Present:** Chief McReynolds, General Counsel Steinke, DFC MacMillan, FM Fieri, F/M Juul, B/C
11 DeCamp, Captain Garing, IT Specialist Swanger, Board Clerk Canpinar, and members of the public
12 and association.

13 **CHANGES TO THE AGENDA:**

14 President Acosta requested agenda item #16 (adopting an updated pay schedule – Resolution 2023-
15 14) be addressed following closed session. There were no objections.

16
17 **PUBLIC ACTIVITIES AGENDA**

18 1. **PUBLIC COMMENT:** President Acosta inquired if there were any public comments regarding items
19 not on the agenda. There being no public comment, the public comment section was closed.

20 **DISCUSSION AGENDA**

21 2. **DISCUSSION ITEMS:** There were no discussion items for the November 14, 2023, Regular Board
22 Meeting.

23 **ACTION AGENDA**

24 **CONSENT ITEMS:**

25 3. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR SEPTEMBER 26, 2023.**

26 4. **REVIEW AND ACCEPT FINANCIAL REPORTS FOR SEPTEMBER 2023.**

27 5. **REVIEW AND ACCEPT POLICIES & PROCEDURES:**

28 1. Administration – Rules and Regulations – Personnel Rules: Personal and Family
29 Relationships.

30 6. **REVIEW AND ACCEPT THE MONTHLY OPERATIONS ACTIVITY REPORT.**

31 7. **REVIEW AND ACCEPT THIRD QUARTER 2023 CUSTOMER SATISFACTION SURVEY.**

32 President Acosta inquired whether there were any questions on Consent Items 3-7. There being
33 no discussion, President Acosta asked for a motion to approve the Consent Agenda. On a motion by
34 Director Munson seconded by Vice President Egkan, the motion to approve the Consent Agenda
35 passed unanimously.

36 **ACTION ITEMS:**

37 8. **APPROVE MEETING SCHEDULE AND PLACE FOR NCFPD REGULAR BOARD MEETINGS – BOARD CLERK**

38 **CANPINAR:** Board Clerk Canpinar advised the Board this is an annual action item which sets the Regular
39 Board Meeting schedule and location. The current location for Board meetings continues to be
40 effective, as the time, location, and accessibility allow for public input both in-person and digitally. On
41 a motion by Director Pike seconded by Director Shaw, the motion to approve the proposed 2024
42 Regular Board Meeting schedule was unanimously approved.

43 9. **CONTRACT FOR CEQA AND NEPA CONSULTING SERVICES - CHIEF McREYNOLDS:** Chief McReynolds

44 recommended the Board authorize Staff to enter a contract with Rincon Consultants, Inc. to provide
45 comprehensive services for compliance with the California Environmental Quality Act (CEQA) and the
46 National Environmental Protection Act (NEPA) related to the construction of Fire Station #4, as
47 environmental studies must be completed to apply for federal grant funding. On a motion by Vice
48 President Egkan seconded by Director Munson, the motion to enter a contract with Rincon Consultants,
49 Inc. for CEQA and NEPA services in an amount not to exceed \$103k passed unanimously.

50 10. **TYPE-1 ENGINE PURCHASE - CHIEF McREYNOLDS:** Chief McReynolds requested the Board

51 approve the purchase of a Type-1 engine to be delivered in 2027. Due to extended apparatus build
52 time from the manufacturer, Staff feels it would be in its best interest to facilitate the purchase
53 agreement now, preventing an engine from remaining in service beyond the manufacturer
54 recommendation. Chief McReynolds provided the Board with two finance options: 1. In 2027, pay in
55 full \$1,126,032.54 or 2. Execute a 100% prepayment contract, paying \$975,256.89 in FY 23/24, saving
56 the District \$150,775.65. Director Egkan asked if the prepayment option would guarantee a quicker
57 delivery, to which BC DeCamp answered it would not; it is only a cost savings. Board discussion

58 ensued. On a motion by Director Munson seconded by Director Pike, the Board unanimously voted to
59 approve the prepayment contract in the amount of \$975,256.89.

60 11. **STATION 4 DESIGN/PRE-CONSTRUCTION AWARD - CHIEF McREYNOLDS:** Chief McReynolds
61 briefed the Board on the status of the Station 4 replacement project. The cost to replace Station 4 is
62 estimated at \$10M with an additional \$500K (5%) owner's allowance. Project funding will come from a
63 combination of grant awards, fire mitigation fees, district capital facility reserve funding, and debt
64 service. Staff is requesting the Board authorize the execution of a contract with TELACU Construction
65 Management (TCM) for design-build services in the amount of \$724,675.00 for project design/pre-
66 construction. On a motion by Director Munson seconded by Vice President Egkan, the motion to enter
67 a contract with TCM for design-build services for Station 4 passed unanimously.

68 12. **RESOLUTION 2023-16: COST RECOVERY FEE SCHEDULE INCREASE – DFC MACMILLAN AND CHIEF**
69 **McREYNOLDS:** DFC MacMillan informed the Board Health and Safety Code §13916 allows for
70 agencies to charge a fee to cover the cost of any service for which the District provides, and the
71 California Vehicle Code (CVC §17300-17303) allows fire agencies to recover costs related to
72 response for incidents that occur on a public roadway. In September 2016, the Board approved
73 automatic rate increases equal to that of the CPI-Urban Index for San Diego (CPI-U, San Diego),
74 which is typically applied annually on October 1st. Once the new rates are implemented, Staff
75 anticipate a net annual revenue increase of approximately 7.5%. Chief McReynolds noted it is
76 becoming increasingly more difficult to recoup costs. Board discussion ensued. On a motion by Vice
77 President Egkan seconded by Director Pike, the motion to adopt Resolution 2023-16 adjusting cost
78 recovery fees based on CPI-U San Diego, passed unanimously.

79 13. **SET PUBLIC HEARING DATE FOR FIRE PREVENTION FEES – FM FIERI AND CHIEF McREYNOLDS:** FM
80 Fieri requested the Board authorize Staff to set a public hearing date for December 12, 2023, at 5:05
81 p.m., at which time updated community risk costs will be presented. The projected costs will include
82 plan check fees, weed abatement inspections, and community risks costs. On a motion by Director
83 Munson seconded by Director Pike, the motion to set the public hearing date passed unanimously.

84 14. **AD-HOC DISTRICT FINANCE COMMITTEE -CHIEF McREYNOLDS:** Chief McReynolds proposed to the
85 Board the implementation of an Ad-Hoc District Finance Committee to meet on an as-needed basis.
86 This would be an advisory committee, tasked with developing a finance plan that is realistic and

87 fiscally responsible, allowing District resources to meet current and future staffing demands. No
88 action will be taken at these meetings, and committee updates will be provided to the full Board at
89 Regular Board Meetings. The committee would consist of two Board members along with members
90 from Executive Staff, Management, and Safety. The meetings would be held during business hours
91 to accommodate Staff schedules. Board discussion ensued. Vice President Egkan and Director Pike
92 both expressed interest in serving on the committee, and Director Munson offered to serve as an
93 alternate. On a motion by Director Pike seconded by Director Shaw, the motion for Vice President
94 Egkan to serve on the committee passed unanimously. On a motion by Vice President Egkan
95 seconded by Director Shaw, the motion for Director Egkan to serve on the committee passed
96 unanimously. On a motion by Director Shaw seconded by President Acosta, the motion for Director
97 Munson to serve on the committee as an alternate passed unanimously.

98 **15. RESOLUTION 2023-15: FY 23/24 NEIGHBORHOOD REINVESTMENT GRANT REQUEST - CHIEF**

99 **MCREYNOLDS:** Chief McReynolds requested the Board consider adopting Resolution 2023-15, which
100 authorizes Staff to submit a grant application to purchase a Utility Task Vehicle (UTV) offered through
101 the office of the San Diego County Board of Supervisors. The District has previously been awarded
102 over \$300K in grants from prior applications for various equipment. Chief McReynolds noted that
103 NCFPD is called out to trail systems across the District to extricate victims regularly. The purchase
104 of a UTV would allow greater efficiency in District rescue efforts, as the terrain on trail systems can
105 be challenging to navigate. Board discussion ensued. On a motion by Director Pike seconded by
106 Director Munson, the motion to adopt Resolution 2023-15 passed unanimously.

107 **16. RESOLUTION 2023-14: ADOPTING AN UPDATED PAY SCHEDULE - CHIEF MCREYNOLDS:** This item
108 was discussed at 6:39 p.m. after open session was reconvened following closed session discussions.

109 **17. RESOLUTION 2023-17: DESIGNATION OF APPLICANT'S AGENT RESOLUTION FOR NON- STATE**

110 **AGENCIES - CHIEF MCREYNOLDS:** Chief McReynolds advised the Board adopting Resolution 2023-17
111 allows NCFPD to be eligible to receive State and Federal funding from existing and future grant
112 awards offered through the California Governor's Office of Emergency Services (Cal OES). Board
113 discussion ensued. On a motion by Director Munson seconded by Director Pike, the motion to adopt
114 Resolution 2023-17 passed unanimously.

115 **STANDING DISCUSSION ITEMS:**

116 ● **LEGAL COUNSEL REPORT:** General Counsel Steinke reviewed the included report: Battery
117 storage facilities and the unique challenges for fire protection agencies.

118 ● **WRITTEN COMMUNICATIONS:** Information only; no action required.

119 ● **BOARD RECOGNITION PROGRAM:** Information only; no action required.

120 ● **STAFF REPORTS/UPDATES:**

121 ● **KEITH McREYNOLDS, FIRE CHIEF:** Chief McReynolds informed the Board of the following
122 items:

123 ○ Escondido City Council approved the transition of Escondido Fire into North County
124 Dispatch JPA, which may take place as early as February 2024.

125 ○ The comprehensive cyber security report finalized by IT Specialist Swanger
126 determined the District has A+ cyber security rating.

127 ○ The renovation of the Administrative building is underway and should be completed
128 by February 2024.

129 ○ There was a kick-off meeting with the County on Station 3 and 4, with the first set of
130 Station 3 plans being submitted to the County on Friday.

131 ○ BC DeCamp is leading a North Zone Captain Academy and DFC MacMillan is leading
132 a North Zone BC Academy.

133 ○ The Administrative building will be open for the Christmas parade on December 2,
134 and the Association holiday party will be Friday, December 15 at Station 1.

135 ● **CHIEF OFFICERS AND OTHER STAFF: BC DECAMP.** BC DeCamp provided current probationary
136 training opportunities, along with firefighter and probationary testing updates. **FM FIERI.** FM Fieri
137 provided updates on community risk concerns and building development. **F/M JUUL.** F/M Juul notified
138 the Board the 22/23 audit will be completed and brought back to the
139 January meeting, and noted Staff is in the process of transitioning Human Resources digital
140 documentation storage into Caselle, the new finance software. **DFC MACMILLAN:** DFC MacMillan
141 provided an overview of December events, along with staffing and construction progress updates.

142 ● **BOARD: DIRECTOR SHAW:** Director Shaw requested Staff research closed captioning options
143 for the hearing impaired during Regular Board Meetings and requested exploring the option of
144 Spanish language interpretation. There was no opposition. Chief McReynolds informed the Board

145 this item will be brought back to the Board for discussion at the January Regular Board Meeting.

146 ● **BARGAINING GROUPS:** FF/PM Lian advised the Board the Association is partnering with the
147 Foundation for Senior Care to formalize how the agency can best serve the organization.

148 ● **PUBLIC COMMENT:** Jacqueline Howells provided a brief update to the Board of upcoming
149 opportunities that may help the District in securing grant funding.

151 **CLOSED SESSION**

152 At 6:21 p.m., President Acosta inquired whether there was a motion to adjourn to Closed Session.

153 There being no objection, President Acosta read the items to be discussed in Closed Session and

154 Open Session was closed. A short break ensued after the reading of the Closed Session items. At

155 6:28 p.m. the Board entered Closed Session to hear:

156 **CS-1. ANNOUNCEMENT – PRESIDENT ACOSTA**

157 **CS-2. CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE §54957.6):**

158 **AGENCY REPRESENTATIVE: CHIEF McREYNOLDS**

159 **EMPLOYEE ORGANIZATIONS: FALLBROOK FIREFIGHTERS’ ASSOCIATION (SAFETY GROUP EMPLOYEES).**

160 **CS-3. REPORT FROM CLOSED SESSION – PRESIDENT ACOSTA:**

161 ● **REOPENING OPEN SESSION:**

162 On a motion by Director Pike seconded by Vice President Egkan, which passed unanimously, the
163 Board returned to Open Session at 6:38 p.m. and the following items were reported out to the
164 public:

165 **CS-2. CONFERENCE WITH LABOR NEGOTIATORS (GOVERNMENT CODE §54957.6):**

166 **AGENCY REPRESENTATIVE: CHIEF McREYNOLDS**

167 **EMPLOYEE ORGANIZATIONS: FALLBROOK FIREFIGHTERS’ ASSOCIATION (SAFETY GROUP EMPLOYEES):**

168 16. **RESOLUTION 2023-14: ADOPTING AN UPDATED PAY SCHEDULE - CHIEF McREYNOLDS:** Chief

169 McReynolds informed the Board that pay scale adjustments displayed as Exhibit ‘A’ of Resolution
170 2023-14 reflect salary adjustments. On a motion by Director Shaw seconded by Director Pike, the

171 Board unanimously adopted Resolution 2023-14, noting the following side letter language:

172 “Beginning October 1, 2024, Engineer and Captain Paramedics shall receive an additional five

173 dollars (\$5.00) per hour when assigned as the primary Paramedic and will be considered the lead
174 position over the other employees in the emergency medical arena.”

175 **ADJOURNMENT**

176 A motion was made at 6:40 p.m. by Director Pike seconded by Vice President Egkan to adjourn the
177 meeting and reconvene on December 12, 2023, at 5:00 p.m., which motion carried unanimously.

178
179 Respectfully submitted,

180
181 *Mavis Canpinar*

182 Mavis Canpinar

183 Board Clerk

184

185 Minutes approved at the Board of Director’s Meeting on: December 12, 2023

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