

**CHINO VALLEY INDEPENDENT FIRE DISTRICT**  
*Regular Meeting of the Board of Directors*

**MINUTES**  
*November 10, 2010*

**ROLL CALL**

Board Members Present: DeMonaco, Espinosa, Evinger, Gray and Marquez.

Board Members Absent: None.

**OPEN SESSION**

President DeMonaco called the Open Session to order.

**INVOCATION**

Fire District Chaplain Rob DePartee.

**FLAG SALUTE**

President DeMonaco

**CHANGES TO THE AGENDA**

None.

**PRESENTATIONS/ANNOUNCEMENTS**

**Firefighter of the Year – Firefighter/Paramedic Mark Bozek**

President DeMonaco read his biography, and Fire Chief Summers presented him with the Firefighter of the Year Award.

**Employee of the Year – Rosie Yotti**

President DeMonaco read her biography, and Fire Chief Summers presented her with an Employee of the Year plaque.

### **Annual Employee Service Awards**

Fire Chief Summers recognized and presented the following employees with service recognition awards:

<u>5 Years</u>	<u>10 Years</u>	<u>20 Years</u>	<u>25 Years</u>
Travis Young	Jeremy Ault	Kyle Collins	Tim Hudson
Vicki Varnes	Mike O'Toole	Greg Jaensch	Scott Lundgren
Danielle Barnes	Rosie Yotti	Rod Lanthier	Luke Nurre
Melissa Kinser		Randy Rudolph	Raymond Santoyo
Jim Powderly		Tim Stewart	Andrew Schuler
Phil Sarver		Doug Summers	
Dawn Burns			

### **Firefighter Fun Muster Committee Recognition**

President DeMonaco thanked the Firefighter's Fun Muster and Chili Cook-Off Committee for a job well done, and presented recognition certificates to the Committee members present.

### **PUBLIC COMMUNICATIONS**

None.

### **PUBLIC HEARING**

- a. FIRE CODE LOCAL AMENDMENTS AND ORDINANCE ADOPTION – 2010 CALIFORNIA FIRE CODE AND 2009 INTERNATIONAL FIRE CODE. Purpose is for the Board of Directors to allow public comment, conduct a second reading by title only and adoption of Ordinance No. 2010-03, adopting the 2010 *California Fire Code*, based on the 2009 *International Fire Code* with local amendments to be effective January 1, 2011.

President DeMonaco opened the Public Hearing.

Deputy Fire Marshal Barnes reported that at the October Regular Board meeting, Ordinance 2010-03 was introduced and a first reading by title only was conducted. She also reported that the proposed Ordinance has been reviewed and approved by Fire District legal counsel and advertised as required by law.

Deputy Fire Marshal Barnes reported that the new Fire Code is proposed to be ratified by both City Councils and the County Board of Supervisors in the month of November or December, 2010.

President DeMonaco requested any Public comment.

There was no Public comment.

President DeMonaco closed the Public Hearing.

RECOMMENDATION: It is recommended that the Board of Directors allow public comment, conduct a second reading of Ordinance No. 2010-03 adopting the 2010 *California Fire Code*, based on the 2009 *International Fire Code* with local amendments; approve waiving the reading of the entire Ordinance No. 2010-03 and read the Ordinance by number and title only; advise the public that a complete copy of Ordinance No. 2010-03 and a copy of the 2010 California Fire Code and 2009 International Fire Code are available for public inspection at Fire District Headquarters; and adopt Ordinance No. 2010-03 to be effective January 1, 2011.

**Moved by Director Marquez, seconded by Vice President Espinosa, carried by a 5-0 voice vote, that the Board of Directors allow public comment, conduct a second reading of Ordinance No. 2010-03 adopting the 2010 California Fire Code, based on the 2009 International Fire Code with local amendments; approve waiving the reading of the entire Ordinance No. 2010-03 and read the Ordinance by number and title only; advise the public that a complete copy of Ordinance No. 2010-03 and a copy of the 2010 California Fire Code and 2009 International Fire Code are available for public inspection at Fire District Headquarters; and adopt Ordinance No. 2010-03 to be effective January 1, 2011.**

**AYES: BOARD MEMBERS: DeMonaco, Espinosa, Evinger, Gray and Marquez.**

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

Deputy Fire Marshal Barnes read the Ordinance by number and title.

**LIAISON REPORTS TO THE FIRE DISTRICT (County 4<sup>th</sup> District, City of Chino, City of Chino Hills, Fire Foundation, Fire Safe Council, School District)**

Steve Heide, Fire Foundation, reported that the 16<sup>th</sup> Annual Firefighters Fun Muster and Chili Cook-Off was held on October 24, 2010, and was very successful. He reported that revenues decreased approximately 15% from the prior year. The first place winner for the Chili Cook-Off was the Chino Youth Museum, second place winner was the Chino Valley Professional Firefighters, and third place winner was Mike Horsley and People's Choice winner was also Mike Horsley. Chino Youth Museum won first place for Best Booth. Second Place winner for Best Booth was Mike Horsley. He reported that the Senior Delivery is scheduled for December 9, 2010. The Annual Code 3 Delivery at Wal-Mart is scheduled for December 15, 2010, and the Hillview Acres Special Delivery is scheduled for December 19, 2010.

**CONSENT CALENDAR**

1. Minutes

October 13, 2010 – Regular Board Meeting.  
October 27, 2010 – Special Board Meeting.

2. Monthly District Report

Month of September 2010.

3. Monthly Financial Report

Month of October 2010.

4. Monthly Treasurer's Report

Month of September 2010.

5. Warrants

Expenses as audited, are within budget for warrants #19784 through #19994.

6. Board Meetings/Travel

None.

7. AGREEMENT NO. 2010-12, ERP IMPLEMENTATION SUPPORT. Review and approve Agreement No. 2010-12, for ERP implementation support to be provided by NexLevel Information Technology, in the amount of up to \$138,240. Approve additional contingent amount of up to \$11,760 in change orders, if necessary, for unforeseen additional work which may arise during the course of the project. Bid amount plus contingency within Board approved budget.

8. CHANGES TO SIGNERS ON LAIF AND BANK ACCOUNTS. Resolution No. 2010-16, approving the addition of Rick T. Parpan to the list of authorized signers on the District's LAIF account and Citizens Business Bank investment and bank accounts.

RECOMMENDATION: Approve Consent Calendar items #1 through #8 as presented.

**Moved by Director Gray, seconded by Director Evinger, carried by a 5-0 voice vote, that the Board of Directors approve Consent Calendar items #1 through #8 as presented.**

**AYES: BOARD MEMBERS: DeMonaco, Espinosa, Evinger, Gray and Marquez.**  
**NOES: BOARD MEMBERS: None.**  
**ABSTAIN: BOARD MEMBERS: None.**  
**ABSENT: BOARD MEMBERS: None.**

## **BOARD COMMITTEE REPORTS**

Director Evinger reported that she attended the Chino Valley Unified School District Board Meeting, and announced that Sylvia Orozco and Charles Dickie were elected to serve on the School District Board of Directors, and Brandon Blanchard was appointed to serve on the Board.

Director Gray reported that he attended the Chino Hills City Council Meeting. He reported that a Chino Hills resident, Joyce Butler, who had been very active in the community passed away on November 9, 2010.

Director Marquez reported that he attended the Fire Safe Council Meeting, two Airport Commission Meetings, a Finance Committee Meeting, and a CSDA Legislative Committee Meeting.

Vice President Espinosa reported that he attended a Chino Hills Council Meeting and a Finance Committee meeting.

President DeMonaco reported that he attended two Chino Council meetings and a CSDA Education Committee Meeting. He reported that CSDA will be introducing a Clerk of the Board training program, which will be certificated.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

9. SELECTION OF 2010 BOARD OFFICERS. Purpose is to nominate and vote for the 2010 Board Officers for the position of President and Vice President.

President DeMonaco reported that the Board Policy was revised to elect the Board President and the Board Vice President at the November Board meeting with the offices to be effective on December 1, 2010.

President DeMonaco opened nominations for the office of President.

Director Marquez nominated Vice President Espinosa for Board President.

There were no other nominations.

President DeMonaco requested a voice vote for the nomination for Vice President Espinosa to the position of President.

All Board Members were in favor of the nomination of Vice President Espinosa to the position of President.

**Moved by Director Marquez, carried by a 5-0 voice vote, to select Vice President Jim Espinosa as President.**

**AYES: BOARD MEMBERS: DeMonaco, Espinosa, Evinger, Gray, and Marquez.**  
**NOES: BOARD MEMBERS: None.**  
**ABSTAIN: BOARD MEMBERS: None.**  
**ABSENT: BOARD MEMBERS: None.**

President DeMonaco opened nominations for the office of Vice President.

Vice President Espinosa nominated Director Gray for Board Vice President.

There were no other nominations.

President DeMonaco requested a voice vote for the nomination for Director Gray to the position of Vice President.

All Board Members were in favor of the nomination of Director Gray to the position of Vice President.

**Moved by Vice President Espinosa, carried by a 5-0 voice vote, to select Director Ed Gray as Vice President.**

**AYES: BOARD MEMBERS: DeMonaco, Espinosa, Evinger, Gray, and Marquez.**  
**NOES: BOARD MEMBERS: None.**  
**ABSTAIN: BOARD MEMBERS: None.**  
**ABSENT: BOARD MEMBERS: None.**

10. JUNE 30, 2010 AUDIT REPORTS. Purpose is to present the Fiscal Year 2009/2010 audit report and related disclosure letters to the Board of Directors for review, acceptance and filing.

Finance Manager Heide reported that the financial audit for the fiscal year ended June 30, 2010, and has been completed. He reported that copies of the audit and the disclosure letters have been provided to each Board Member. He reported that the auditors issued an unqualified opinion on the District's financial statements, which is also commonly referred to as a "clean" opinion. Professional audit standards require that certain standard disclosures related to the audit be made to the Board as well.

Finance Manager Heide reported that Roger Alfaro, audit partner from Vavrinek, Trine, Day & Co., LLP, who was in charge of the District's audit was present at the Board meeting to provide an overview of the audit and to answer any questions that the Board may have.

Roger Alfaro provided an overview of the audit reports, and outlined the audit procedures.

**RECOMMENDATION:** It is recommended that the Board of Directors review, accept and file the Fiscal Year 2009/2010 audit report and related disclosure letter, as presented.

**Moved by Director Gray, seconded by Director Marquez, carried by a 5-0 voice vote, that the Board of Directors review, accept and file the Fiscal Year 2009/2010 audit report and related disclosure letter, as presented.**

**AYES: BOARD MEMBERS: DeMonaco, Espinosa, Evinger, Gray, and Marquez.**

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

11. APPROPRIATIONS LIMIT FOR FISCAL YEAR 2010/2011. Purpose is to establish the method for computing the Fire District's appropriations limit and to adopt the established limit by resolution.

Finance Manager Heide reported that pursuant to Article XIII-B of the California State Constitution, the Fire Board must choose a method for the computation of the District's annual appropriations limit and adopt the limit by resolution.

Finance Manager Heide reported that it is recommended that the Fire Board select the method of computation which uses a factor comprised of the annual change in population for Chino/Chino Hills, combined with the change in California Personal Income. He added that this method results in the highest level of appropriations limit for the Fire District.

**Moved by Director Evinger, seconded by Director Gray, carried by a 5-0 voice vote, that the Board of Directors adopt Resolution No. 2010-17, setting the annual appropriations limit for fiscal year 2010/2011.**

**AYES: BOARD MEMBERS: DeMonaco, Espinosa, Evinger, Gray, and Marquez.**

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

#### BOARD COMMENTS

Director Marquez attended the Chino Valley Unified School District State of the District and the Firefighters Fun Muster and Chili Cook-Off. He congratulated Chief Summers on his new position as Fire Chief, and he congratulated President DeMonaco on doing a great job as Board President.

Vice President Espinosa stated that he was impressed with the Fire Chief's Swearing-in ceremony, and stated that staff did a great job coordinating the event. He also congratulated Chief Summers on being selected as the new Fire Chief. He commended President DeMonaco on doing a great job as President.

Director Gray reported that he attended the Firefighters Fun Muster and Chili Cook-Off. He also attended the California Firefighters Memorial for 9/11. He attended the Citizens Advisory Committee for the Chino Men's Prison, and reported that there has been a reduction of inmates, and that the prison will be receiving a water tender, which will be made available to the Fire District if needed.

He also reported that he had an interview with the Special District Risk Management Association (SDRMA) for a seat on the Board, and he was chosen for the position. He added that SDRMA will be responsible for all his travel costs that are associated with his position on the SDRMA Board. He also thanked President DeMonaco for doing a great job as Board President, and congratulated Chief Summers on his new position.

Director Evinger thanked staff for the work and coordination of the Swearing-in Ceremony for Chief Summers. She also thanked the City of Chino for their assistance with the Swearing-In ceremony. She congratulated Firefighter of the Year, Mark Bozek, and Employee of the Year, Rosie Yotti. She also thanked President DeMonaco for his leadership as President. She reported that she attended the Firefighters Fun Muster and Chili Cook-Off, and the Firefighters Memorial in Sacramento.

President DeMonaco attended the Chino Valley Unified School District State of the District. He attended the San Bernardino County Safety Employees Benefit Association Distinguished Benefactor Awards Dinner, where Assemblyman Curt Hagman was recognized. He thanked staff for the work they did for the Chief's Swearing-In ceremony, and congratulated Chief Summers for his appointment as Fire Chief. He stated that he enjoyed being President of the Board and was pleased with all that was accomplished this past year.

#### CHIEF'S COMMENTS

A promotional test for the position of Battalion Chief took place November 9 and 10, 2010. Nine candidates participated in the process, and the results and Eligibility List will be finalized the week of November 15, 2010.

A promotional announcement was distributed in October for the position of Deputy Chief. The application deadline is November 22, 2010.

Board Members and staff attended the Chino Valley Unified School District State of the District held on Thursday, October 14, 2010, at Chino Hills High School Theater.

Fire Chief Summers, along with Chino Valley Professional Firefighters Association members, attended the California Firefighters Memorial on October 16, 2010, which was held at the California State Capitol Park in Sacramento.

The Firefighter's Fun Muster and Chili Cook-Off was held on Sunday, October 24, 2010, from 10:00 a.m. to 4:00 p.m. and was a great success.

On November 4, 2010, Director Ed Gray interviewed and was appointed to an unexpired term on the SDRMA Board of Directors.

Last month PIO Massiel De Guevara rolled out the first edition of the CVIFD newsletter the "Size-Up". The publication goes to all of our employees as well as the cities of Chino and Chino Hills.

Upcoming Events

Fire District Headquarters will be closed November 11, 2010, in observance of the Veteran's Day Holiday.

The City of Chino Mayor's Ball is scheduled for November 20, 2010, at Chaffey Community Center.

The Senior Delivery is scheduled for December 9, 2010, at the Chino Senior Center.

City of Chino Holiday Youth Parade is scheduled for Saturday, December 11, 2010.

Make a Child Smile is scheduled for December 15, 2010, at Wal-Mart.

The Firefighter Association Holiday Christmas Party is scheduled for December 17, 2010.

Hillview Acres Special Delivery is scheduled for December 19, 2010.

**Facilities / Apparatus**

Pre-construction meetings were held for Stations 61 and 67. Construction is scheduled to begin on November 8, 2010, for Station 61 and on November 15, 2010, for Station 62. Completion estimates for Station 67 is late May, and late June 2011 for Station 61.

The new Pierce PUC is being outfitted and will be assigned to Station 66 until Station 67 is open.

ADJOURN TO CLOSED SESSION

President DeMonaco read the Closed Session item and adjourned to Closed Session at 7:15 p.m. in memory of Chino Hills resident, Joyce Butler, and Captain Dave Castaneda's father.

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION.** Government Code Section 54956.9(a): Loring Winn Williams v. Chino Valley Independent Fire District. San Bernardino Superior Court Case No. CIVRS 801732.

RE-OPEN TO OPEN SESSION

President DeMonaco reconvened the meeting to Open Session.

President DeMonaco reported that there was no reportable action from Closed Session.

ADJOURNMENT

President DeMonaco adjourned the meeting at 7:48 p.m. to a Regular Board Meeting scheduled for Wednesday, December 8, 2010, at 6:00 p.m. The meeting will be held at the District Headquarters Office located at 14011 City Center Drive, Chino Hills, CA.

APPROVED AND ADOPTED THIS 8th DAY OF DECEMBER 2010.

---

Sandra Heney, Clerk of the Board

---

James Espinosa, President