

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

**MINUTES**  
*April 19, 2011*

**ROLL CALL**

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

Board Members Absent: None.

**OPEN SESSION**

President Espinosa called the Open Session to order.

**ADOURN TO CLOSED SESSION**

President Espinosa read the Closed Session items and adjourned to Closed Session.

**CONFERENCE WITH LABOR NEGOTIATORS.** Meet with Board previously appointed negotiators Fire Chief Kirk Summers and Human Resources Manager Teri Nelson regarding negotiations between the Chino Valley Professional Firefighters, Local 3522 (CVPF) Safety Unit and the Chino Valley Independent Fire District.

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION.** Government Code Section 54956.9(a): Chino Valley Independent Fire District v. S.C. (Williams). California Supreme Court Cast No. S191972. (Chino Valley Independent Fire District v. The Superior Court; Loring Winn Williams. State of California Court of Appeal – Fourth Appellate District, Division Two Case No. E052123.)

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION.** Government Code Section 54956.9(a): Melanie Olivas and Ray Frausto v. American Medical Response Ambulance Service, Inc.; American Medical Response of Southern California; Chino Valley Independent Fire District; and Does 1 – 20. Los Angeles Superior Court Case No. BC456882.

President Espinosa reconvened the meeting to Open Session.

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

**INVOCATION**

Rob DePartee, Fire District Chaplain.

**FLAG SALUTE**

President Espinosa

## **CHANGES TO THE AGENDA**

Clerk of the Board Heney requested to pull New Business Item #12, Fire District Invocation Policy from the agenda.

## **PRESENTATIONS/ANNOUNCEMENTS**

### **Cal Fire Presentation**

Fire Chief Summers presented a plaque to Assistant Chief Arnie White, Cal Fire, recognizing him for his continued commitment and support to the relationship with the Chino Valley Fire District.

### **NFPA Voice of Sparky Contest Video Presentation—Public Education Specialist Nancy Kidd**

Nancy Kidd, Public Education Specialist, provided a presentation highlighting the video prepared for the NFPA Voice of Sparky Contest.

## **PUBLIC COMMUNICATIONS**

None.

## **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)**

Jeanna Williams, San Bernardino County 4<sup>th</sup> District, reported that Supervisor Ovitt is working with Arrowhead Medical Center and will be hosting a County Breath Mobile, which is a mobile asthma service. This event is scheduled for May 10, 2011 at Chino Library; and May 16 at Chino Hills Library and at Cal Aero Academy Branch Library.

Art Bennett, Chino Hills Vice Mayor, reported that the City of Chino Hills is gearing up for their Budget, and wished everyone a good Easter.

Steve Heide, Fire Foundation Treasurer, reported that the Chino Valley Professional Firefighters are hosting a second Annual Car Show scheduled for May 14, 2011, at The Shoppes. He also reported that raffle tickets are being sold for \$5.00 each, and the proceeds will be donated to the Fire Foundation.

## **CONSENT CALENDAR**

President Espinosa asked if anyone would like to pull an item from the Consent Calendar for discussion.

Director Marquez requested that Consent Calendar Items #2 and #7 be pulled for discussion.

### 1. Minutes

March 9, 2011 – Regular Board Meeting.

April 11, 2011 – Special Board Meeting.

2. Monthly District Report

Month of February 2011.

3. Monthly Financial Report

Month of March 2011.

4. Monthly Treasurer's Report

Month of February 2011.

5. Warrants

Expenses as audited, are within budget for warrants #20798 through #21028.

6. BUDGET ADJUSTMENT FOR WORKERS' COMPENSATION EXPENSES. Purpose is to approve a budget appropriation of \$120,000 for projected Workers' Compensation expenses in excess of the current approved budget for Fiscal Year 2010/11.

7. AGREEMENT NO. 2011-02 CONTRACT FOR SERVICE WITH CALIFORNIA DEPARTMENT OF FORESTRY (CAL FIRE). Purpose is to review and approve the contract for service with the California Department of Forestry and Fire Protection (Cal Fire) from July 1, 2010 through June 30, 2011.

8. PURCHASE OF BUDGETED REPLACEMENT STAFF VEHICLE. Purpose is to grant authority to the Fire Chief to purchase a budgeted replacement staff vehicle from a local auto dealer.

9. BOARD MEETINGS/TRAVEL –AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING. Purpose is to authorize attendance in accordance with Board Policy 1100.

International Fire Chief's Conference  
Atlanta, Georgia  
August 23-27, 2011

RECOMMENDATION: Approve Consent Calendar items #1 through #9 as presented.

**Moved by Director DeMonaco, seconded by Vice President Gray, carried by a 5-0 voice vote, that the Board of Directors approve Consent Calendar items #1, #3-6, and #8-9 as presented.**

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

Director Marquez commented that the response times in the Monthly District Report were outstanding. He commended personnel for the great response times.

Director Marquez asked for clarification on the open space extra acreage for Item #7, Agreement No. 2011-02 Contract for Service with California Department of Forestry (Cal Fire).

Cal Fire Assistant Fire Chief Arnie White provided clarification. He stated that staff used GIS to map the area and produce calculations.

**Moved by Director Marquez, seconded by Vice President Gray, carried by a 5-0 voice vote, that the Board of Directors approve Consent Calendar items #2 and 7 as presented.**

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

**NOES: BOARD MEMBERS: None**

**ABSTAIN: BOARD MEMBERS: None**

**ABSENT: BOARD MEMBERS: None**

### **BOARD COMMITTEE REPORTS**

Director Marquez reported that he attended a Chino Hills Council Meeting and a Fire Safe Council Meeting. He reported that the Fire Safe Council received recognition for the Presidential Service Award.

Vice President Gray reported that he attended a Chino Council Meeting and a CIM Citizens Advisory Committee (CIM CAC). He reported that the population at the prison is currently stable. He also reported that the CIM CAC will meet every two months now, instead of monthly.

Director DeMonaco reported that he attended a Finance Committee Meeting and two Chino Hills Council Meetings.

Director Evinger reported that she attended a Chino Hills Council Meeting, two Chino Valley Unified School Board Meetings, and a Fire Safe Council meeting. She reported that a Fire Safe Council Community meeting is scheduled for April 20, 2011, at Western Hills Golf and Country Club.

President Espinosa reported that he attended a Finance Committee Meeting, and two Chino Hills Council Meetings.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

10. **ANNUAL FIRE DISTRICT FLEET REVIEW.** Purpose is to provide the Board of Directors with an annual review of the Fire District Fleet.

Deputy Chief Parpan provided a PowerPoint presentation and update of the Fire District State of the Fleet.

Deputy Chief Parpan reviewed the replacement vehicle cycle, and provided information on the general condition of the fire apparatus fleet. He stated that the information presented reflects the current and future needs of the fleet as it relates to maintenance and replacement.

Deputy Chief Parpan reported that the maintenance costs for the past 12 months was approximately \$344,000.

Director Marquez asked if there was a breakdown for the \$344,000 by parts and labor.

Deputy Chief Parpan replied that a breakdown of the cost by parts and labor does not currently exist. However, preparing such a document would require significant staff time.

Director DeMonaco stated that Engine 67 was not included in the presentation.

Deputy Chief Parpan reported that Engine 67 is currently in service at Station 66. He added that once Station 67 is staffed, then Engine 67 will be located there.

RECOMMENDATION: It is recommended that the Board of Directors receive and file the information provided.

11. CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) CALL FOR NOMINATIONS FOR BOARD OF DIRECTOR SEAT. Purpose is for the Board of Directors to review and discuss the CSDA call for nominations for a seat on the CSDA Board and either vote to submit a nomination or decline to participate.

Clerk of the Board Heney reported that CSDA is currently accepting nominations for a CSDA Director seat for Region 5, and that this seat is a three-year term expiring in 2014. She also reported that the Fire District is eligible to designate one person, such as a Fire District Board Member or managerial employee, for election as a Director of CSDA.

Clerk of the Board Heney reported that a Board Member is expected to attend Board Meetings and also serve on at least one CSDA committee, and that Board Meetings are held every other month in Sacramento. She also reported that committees meet three to four times a year in Sacramento, and that Board Members are also expected to attend the CSDA Annual Conference and Special Districts Legislative Days. She added that CSDA reimburses Directors for their related expenses for meetings; however, conference expenses are not reimbursable by CSDA.

Clerk of the Board Heney reported that if the Fire District Board of Directors elect to submit a nomination, a copy of the Fire District's minute action or adopted resolution must be submitted to CSDA by May 27, 2011.

Clerk of the Board Heney reported that the CSDA Board of Directors is the governing body responsible for all policy decisions effecting CSDA's member services and legislative advocacy, education and resources. She also reported that the Board represents the common interest of all California's special districts before the Legislature and the State Administration.

Clerk of the Board Heney reported that CSDA's Board of Directors is made up of six regional divisions, and that each regional division has three seats represented by the region. She also reported that Directors are nominated and elected by region, and that Chino Valley Fire District is included in Region 5 as part of the County of San Bernardino. The represented counties in Region 5 are San Bernardino, Santa Barbara, Ventura, and Los Angeles.

Clerk of the Board Heney reported that all qualified nominees received by CSDA will be placed on the election ballot. The election ballots will be mailed out by June 10, 2011, with a return deadline date of August 5, 2011.

Director Marquez nominated Director Evinger for the seat on the CSDA Board.

Director Evinger accepted the nomination.

RECOMMENDATION: It is recommended that the Board of Directors review the California Special Districts Association (CSDA) call for nominations and determine Fire District participation.

**Moved by Director Marquez, seconded by Director DeMonaco, carried by a 5-0 voice vote, that the Board of Directors nominate Director Evinger for a seat on the CSDA Board and submit a nomination for a seat on the CSDA Board.**

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

12. FIRE DISTRICT INVOCATION POLICY. Purpose is to provide the Board of Directors with information regarding the Fire District's Invocation Policy.

**THIS ITEM WAS PULLED FROM THE AGENDA.**

CHIEF'S COMMENTS

The permanent promotion of Interim Deputy Chief Rick Parpan as Deputy Chief of Operations was effective on March 13, 2011.

Eight Firefighter/Paramedic candidates have completed the background process and are awaiting a hire date. Six additional candidates have been placed into backgrounds and are in the initial stages of the process.

The Leadership Development Team will be meeting on April 20, 2011, as part of the ongoing focus on developing leadership and succession training opportunities.

Sexual Harassment Prevention training will be received by all staff in the month of May, with a specific training module focused on supervisors to meet the biennial training requirement of AB 1825.

Plans are underway for an Engineer promotional test, which is tentatively scheduled for June 1 and June 2, 2011.

Search Team, Firefighter/Paramedic Russell Tao and his search and rescue dog, Major, passed the Certification Evaluation (CE) in Tennessee at the end of March. Russell's talent in training dogs to this high level, especially in such a relatively short period of time, is to be commended.

Firefighter/Paramedic Russell Tao and his other search and rescue dog, Andy, are featured on their very own trading card. The card will be distributed to the community during various events and at our fire stations. The card features information on Firefighter/Paramedic Tao and Andy, how they were partnered, where they have been deployed and lists partner agencies with which they work.

Public Education Specialist Nancy Kidd has been awarded a NFPA Fire and Life Safety Educator scholarship to attend the 2011 NFPA Conference and Expo in Boston, MA June 11-14, 2011. Nancy Kidd was selected to be one of 30 national educators chosen to attend the conference and take advantage of this extensive educational and networking opportunity.

The wellness program has concluded. Over 100 District employees participated in the program.

Fire Inspector Ryan Dacko attended the Annual California Fire Protection Institute Workshop in Buellton, CA.

Fire Prevention has starting publicizing efforts for weed abatement using inserts in resident water bills, and utilizing the local cable channel, the Chino Hills Ford sign, and the Ayala Park sign.

Medic Engine 66B and Medic Truck 66B participated in Chino's "Every 15 Minutes" Program at Don Lugo High School on April 5, 2011. Board Members and staff attended.

The County of San Bernardino's State of the County was held on April 6, 2011, at the San Bernardino International Airport. Board Members and staff attended.

Chino Valley Fire District Medic Engine 66C participated in Ayala High School's Career Day on April 7, 2011.

The Fire District and Carbon Canyon Fire Safe Council met with 25 community members in Brea to discuss the Community Wildfire Protection Plan. The plan assists communities in planning to reduce the risk of wildland fire.

The Fire District is working closely with the cities of Chino, and Chino Hills and Los Angeles County Fair representatives to bring an educational, interactive and fun experience at the LA County Fair community days for Chino and Chino Hills this coming September.

The Chino Valley Fire District teamed up with the Boy Scouts of America to collect disaster relief materials for those affected by the devastating earthquake and tsunami that struck Japan on March 11, 2011. Donated were cases of water, tents, sleeping bags, blankets, hand sanitizer, food, warm clothing, and shoes.

Chino Hills Annual Volunteer Recognition Dinner was held on April 14, 2011. The Executive Board for the Fire Safe Council were among many that were recognized.

Construction continues at Stations 61, 67 and the Training Center. The training tower has been completed; all facilities are on schedule for opening in July and August.

The Fire District is currently awaiting bids for the Station 64 roof project. Numerous contractors attended the mandatory pre-bid meeting held on April 5, 2011.

Alex Arredondo won a Second Place award in an IAFF photo contest. Alex's award winning photo is now on display in the lobby in Administration.

The Fire District Association of California (FDAC) Annual Conference was April 14-26, 2011, in South Lake Tahoe. Board Members and Fire Chief Summers attended.

City of Chino's Annual Volunteer Recognition Dinner is scheduled for Wednesday, April 20, 2011, at the Chaffey College Chino Community Center from 6:00 p.m. to 8:00 p.m.

The Carbon Canyon Fire Safe Council's Annual Community meeting is scheduled for Wednesday, April 20, 2011, from 7:00 p.m. to 9:00 p.m. at Western Hills Country Club. The President's Volunteer Service Award will be presented to the Carbon Canyon Fire Safe Council at this event.

After 82 years of helping children, Hillview Acres closed at the end of April. A thank you card was received from Hillview Acres thanking the District for their help with Christmas over the years.

Medic Engine 62 and Medic Truck 66 will participate in Chino Hills "Every 15 Minutes" scheduled for May 23, 2011, at Chino Hills High School.

The California Special District Association (CSDA) Legislative Days are scheduled for May 3-4, 2011, in Sacramento.

The Wildfire Awareness Fair is scheduled for May 14, 2011, at Chino Hills State Park Discovery Center, 4500 Carbon Canyon Road, Chino Hills.

The 2<sup>nd</sup> Annual Chino Valley Professional Firefighters' Classic Car Show is scheduled for Saturday, May 14, 2011, from 8:00 a.m. to 2:00 p.m. at the Shoppes in Chino Hills. Proceeds generated from this event will go to the Chino Valley Fire Foundation.

### BOARD COMMENTS

Director Evinger reported that she attended City of Chino's Engineer Jim Hill's retirement luncheon, the "Every 15 Minutes" Crash Assembly at Don Lugo High School, the FDAC Annual Conference in South Lake Tahoe, and the Foody Festival that benefited the Chino Valley Unified School District. She congratulated Nancy Kidd and everyone who was involved in the Voice of Sparky video. She also congratulated Deputy Chief Parpan for his appointment as Deputy Chief.

Director DeMonaco reported that he attended the Liebert, Cassidy, and Whitmore legal conference in Newport Beach. At this conference he attended a Public Safety Updates seminar, a Freedom of Speech and First Amendment seminar, and a Public Records Act seminar. He also attended the FDAC Annual Conference in South Lake Tahoe, the Taste of the Chino Valley, and the State of the County. He congratulated Deputy Chief Parpan for his appointment to Deputy Chief. He also congratulated Nancy Kidd and everyone who was involved in the Voice of Sparky video.

Director Marquez reported that the State Fire Marshal stated that it is the District's responsibility to provide information to the public for the carbon monoxide monitor.

Fire Chief Summers stated that single family residences is the main target, and that the District does not have authority to perform inspections for the single family residences.

Director DeMonaco reported that as of July 1, 2011, it is legally required for all single family residences to have a carbon monoxide detector.

Deputy Fire Marshal Barnes reported that it is not the Fire District's responsibility to enforce the carbon monoxide detectors for single family residences; however, we would do have responsibility for enforcement of state mandated residential occupancies, such as apartments. She also reported that SB183 is enforced by the building department, which is responsible for the enforcement of the housing code. District staff has had discussions with local building officials in regards to carbon monoxide detectors to residential occupancies. Deputy Fire Marshal Barnes reported that the State Fire Marshal involvement in SB183 is to test and list the approved carbon monoxide detectors.

Director Marquez reported that there is going to be a groundbreaking for the new Chino Police Department in mid May. He added that there will be two Grand Openings for Station 61 and 67 in June and July. He reported that he attended the "Every 15 Minutes" Crash Assembly at Don Lugo High School, and the FDAC Annual Conference.

Vice President Gray reported that he attended the FDAC Annual Conference, and reported that numerous legislation bills were discussed. He added that the conference was very informative.

President Espinosa reported that he attended the FDAC Annual Conference, and that he was re-elected for another two years for the FDAC Board of Directors. He reported that he is also the liaison for CSDA.

ADJOURNMENT

President Espinosa adjourned the meeting at 7:09 p.m. to a Regular Board Meeting scheduled for Wednesday, May 11, 2011, 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 11th DAY OF MAY 2011.

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Sandra Heney, Clerk of the Board

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James S. Espinosa, President