

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

MINUTES
June 9, 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.

ADJOURN TO CLOSED SESSION

President DeMonaco read the Closed Session item and adjourned to Closed Session.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Title: Fire Chief, Paul Benson.

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.

INVOCATION

Retired Chaplain Adolph Perez.

FLAG SALUTE

Director Evinger

CHANGES TO THE AGENDA

None.

PRESENTATIONS/ANNOUNCEMENTS

Community Liaison Officer Overview – Deputy Chief Turner.

Deputy Chief Turner provided an overview of the Community Liaison Officer Program. He also stated that several Fire Prevention staff have received ICS Training for Staging Area Manager, and EOC training.

Danielle Barnes, Sandy Magallanez, and Alma Nielsen, Fire Prevention staff, provided a PowerPoint reviewing the Community Liaison Officer Program.

Director Gray requested that this PowerPoint of the Community Liaison Officer Program be presented to the City Councils.

Deputy Chief Turner stated that this could be arranged.

Grant Program Overview – Blais & Associates, Inc. – Destin Blais

Destin Blais provided a PowerPoint presentation, which overviewed their Grant Program. She also explained how their Grant Program can assist the Fire District.

Engineer Promotion – Harry Friedman

President DeMonaco read his biography.

Fire Chief Benson presented him with his Engineer badge.

PUBLIC HEARING

PROPERTIES DECLARED FOR WEED ABATEMENT. Purpose is for the Public to comment on the declaring and noticing of property owner(s) for weed abatement.

President DeMonaco opened the Public Hearing.

Deputy Chief Turner provided an overview of the weed abatement timeline and reviewed plans for clearing weeds by the Fire District.

President DeMonaco requested any Public comment.

There was no Public comment.

President DeMonaco closed the Public Hearing.

2010/2011 PRELIMINARY BUDGET. Purpose is to present the 2010/2011 Preliminary Budget to the Board of Directors for adoption and provide an opportunity for Public input.

President DeMonaco opened the Public Hearing.

Finance Manager Heide presented a PowerPoint reviewing the proposed 2010/2011 Preliminary Budget, and provided an overview of the Budget development process.

President DeMonaco requested any Public comment.

There was no Public comment.

President DeMonaco closed the Public Hearing.

President DeMonaco called for a motion to adopt the 2010/2011 Preliminary Budget.

RECOMMENDATION: It is recommended that the Board of Directors adopt the 2010/2011 Preliminary Budget.

Moved by Vice President Espinosa, seconded by Director Marquez, carried by a 5-0 voice vote, that the Board of Directors adopt the 2010/2011 Preliminary Budget.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

PUBLIC COMMUNICATIONS

None.

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

Bill Kruger, Chino Hills Mayor, reported that the City of Chino Hills had a Budget Workshop on June 8, 2010, and that a 3% wage increase to employees was waived. He also reported that options were discussed on how to improve revenue for the City of Chino Hills. He reported that at the Council Meeting, two veterans were recognized and were presented their City banners. He also reported that the Relay for Life is scheduled for Saturday, June 12, 2010, and that the Chino Valley Professional Firefighter's Association will be supporting the event by barbequing. He reported that the Wild Fire Awareness Fair is scheduled for Saturday, June 12, 2010. The Concerts in the Park will begin June 16, 2010. The Chino Hills State of the City is scheduled for June 24, 2010, at Los Serranos Country Club. He also reported that DUI check points will be scheduled throughout the year.

Steve Heide, on behalf of the Fire Foundation, reported on the highlights of the first annual Fire Foundation Car Show. He reported that there were 60 participants, with 14 different categories, and that there were four classic cars that participated, which belonged to Fire District personnel, three of them being District retirees. Steve Heide thanked Mark Bozek, Mark Vaerini, and Jeff Heringer for being on this committee and organizing this event.

CONSENT CALENDAR

1. Minutes

May 13, 2010 – Special Board Meeting.

May 17, 2010 – Special Board Meeting.

May 26, 2010 – Special Board Meeting.

2. Monthly District Report

Month of April 2010.

3. Monthly Financial Report

Month of May 2010.

4. Monthly Treasurer's Report

Month of April 2010.

5. Warrants

Expenses as audited, are within budget for warrants #18750 through #18954.

6. Board Meetings/Travel

None.

RECOMMENDATION: Approve Consent Calendar items #1 through #6 as presented.

Moved by Director Evinger, seconded by Director Gray, carried by a 5-0 voice vote, that the Board of Directors approve Consent Calendar Items #1 through #6 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 attended a Fire Safe Council Meeting and reported that a Wild Fire Awareness Fair is scheduled for Saturday, June 12, 2010, from 10 a.m. to 3 p.m. She also reported that she attended a Planning Committee Meeting.

Director Gray attended a Chino Hills Council Meeting, and thanked Mayor Kruger for coordinating the displaying of the American Flags throughout Chino Hills. He also attended a CIM Citizens Advisory Committee Meeting and reported that the former Youth Authority School, which is now being occupied by CIM, cannot have inmates there at this time, as it needs to be refurbished. He also reported that Warden Fakhoury has officially been appointed as the Warden.

Vice President Espinosa attended a Finance Committee Meeting and a Chino Hills Council Meeting.

Director Marquez attended two Chino Council Meetings, an Airport Commission Meeting, and the Chino Air Show. He reported that the air show was attended by 36,000 people. He also reported that the CIW Citizens Advisory Committee was cancelled.

President DeMonaco attended a Planning Committee Meeting, two Chino Council meetings, and a CVPAC meeting. He reported that at the CVPAC meeting, it was agreed by the Committee to disband the CVPAC.

OLD BUSINESS

7. **RESOLUTION NO. 2010-07 ADOPTING FIRE DISTRICT POLICY AND PROCEDURES FOR BOARD OF DIRECTORS.** Purpose is for the Board of Directors to review, approve and adopt Resolution No. 2010-07 rescinding Resolution No. 2009-16, and adopting the proposed Policy and Procedures for Board of Directors as presented with revisions.

Fire Chief Benson reported that the Human Resources Committee met on April 29, 2010, to review the Policy and Procedures for the Board of Directors. The Human Resources Committee recommended that the red-lined document be presented to the full Board for review and approval consideration.

Fire Chief Benson reported that legal counsel reviewed the changes and verified that all statutory references in the document are accurate and current. He also reported that the red-lined changes include input from legal counsel regarding updates to comply with new training mandates, clarification on the process for ratifying training and travel associated expenses, and cross referencing various sections of the Policy for clarification.

President DeMonaco asked how the Board would like to proceed with the review of the Policy and Procedures, and suggested reviewing the Policy and Procedures page by page.

Director Gray suggested that instead of reviewing the document page by page, this item be pulled to give each Board Member an opportunity to individually review the document and submit any comments or revisions to the Clerk of the Board.

It was agreed by the Board to submit comments and/or changes to the Clerk of the Board by the end of the work day on June 16, 2010. The Clerk of the Board will then compile the noted changes to the Policy and Procedures document received from the Board Members. This document will then be submitted to the Human Resources Committee for review and discussion. Following the Human Resources Committee review, a Special Board Meeting/Workshop will be scheduled to discuss the Board Policy and Procedures revisions and recommended changes.

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2010-07 rescinding Resolution No. 2009-16, and adopting the Policy and Procedures for Board of Directors as presented with revisions.

NEW BUSINESS

None.

CHIEF'S COMMENTS

Human Resources and Training and Safety completed the Engineer's testing process and established a list of five candidates.

Harry Friedman was promoted to Engineer effective June 1, 2010.

On June 1, 2, and 3, 2010, CVFD personnel participated in the annual Tonner Canyon Brush Scrimmage. This year's exercise focused on communications utilizing the SOLAR Plan.

The Training and Safety Section completed a week of Firefighter Survival Training at the former Great Indoors building on May 19-24, 2010. All engine companies participated as well as Cal Fire Prado Station's engine company. Thank you to Captains Scott Atkinson, Keith Stroup, and BC Tim Shackelford for their great efforts.

The sell of two apparatus to Aguascalientes was completed. Fire Personnel from Aguascalientes picked up the apparatus from our Department and drove both apparatus to Aguascalientes. They arrived without complications.

Four new Firefighter/Paramedics will be joining the District on June 14, 2010. They will spend their first two weeks in an intensive orientation/training program, and will then receive their Station assignments.

The Leadership Development Team met again on May 19, 2010, to identify training/development priorities.

Staff is working on preparing a proposed alternative plan to present to the Planning Committee for designated Fire District customer parking.

The Fire District has ordered Fire District pins with the Fire District's new logo.

Staff is in the process of finalizing the order for a Fire District tile.

The Chino Valley Professional Firefighters hosted their Inaugural Classic Car Show on May 22, 2010, at the Shoppes in Chino Hills. It was a great turn out.

The City of Chino's State of the City was held June 3, 2010. Board Members and staff attended.

Upcoming Events

A Wild Fire Awareness Fair is scheduled for Saturday, June 12, 2010, from 10:00 a.m. to 3:00 p.m. at the Western Hills Park, located at Carbon Canyon Road and Canon Lane in Chino Hills.

Chino Hills State of the City is scheduled for Thursday, June 24, 2010, at 4:30 p.m. at Los Serranos Country Club.

Chino's Freedom Festival is scheduled for Saturday, July 3, 2010, at Ayala Park.

The Fire District will be participating in the Chino Hills Youth Career Fair on Friday, June 18, 2010, from 10:00 a.m. to 2:00 p.m. at The Shoppes. This is being hosted by Supervisor Gary Ovitt and Assemblyman Curt Hagman.

A Joint City and Fire District Workshop is scheduled for June 29, 2010. The location is tentatively set for Chaffey College Community Building.

BOARD COMMENTS

Vice President Espinosa stated that he attended the Fire Foundations' Car Show, and it was very nice.

Director Gray also attended the Fire Foundation Car Show, and commented that it was a great success. He commented that he was pleased to know that other agencies were invited to participate in the car show. He also attended the Chino State of the City.

Director Evinger attended a CSDA Webinar for General Manager Evaluations. She added that it was an excellent course, and encouraged others to attend this class. She also attended Survival Training at the old Great Outdoors.

President DeMonaco attended the Chino State of the City. He also attended the Fire Foundation's Car Show, and the Inland Empire Utilities Association Leadership Breakfast, which he said was very informative. He invited everyone to the Wild Fire Awareness Fair on June 12, 2010.

ADJOURNMENT

President DeMonaco adjourned the meeting at 7:22 p.m., in memory of Firefighter/Paramedic Pete Roebuck's mother, Nancy Roebuck who recently passed away, to a Regular Board Meeting scheduled for Wednesday, July 14, 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 14th DAY OF JULY 2010.

Sandra Heney, Clerk of the Board

John DeMonaco, President