

CHINO VALLEY INDEPENDENT FIRE DISTRICT

Regular Meeting of the Board of Directors

Wednesday, March 13, 2024

4:30 p.m. Closed Session

6:00 p.m. Open Session

Fire District Administrative Headquarters

14011 City Center Drive

Chino Hills, CA 91709

MINUTES

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 4:30 p.m. by Board President Luth.

ROLL CALL

Present: President Harvey Luth, Vice President Sarah Ramos-Evinger, Director John DeMonaco, Director Tom Haughey, and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Deputy Chief Jeremy Ault, Deputy Chief Carlos Skibar, Legal Counsel Isaac Rosen, Clerk of the Board Angela Robles, Finance Director Mark Shaker, and Human Resources Director Anthony Arroyo.

CLOSED SESSION

President Luth announced and read the Closed Session items.

1. PUBLIC EMPLOYEE

Pursuant to Government Code Section 54957 - Public Employee Dismissal/Release/Retirement

2. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6 Agency Negotiators: Fire Chief Dave Williams; Human Resources Director Anthony Arroyo; and Finance Director Mark Shaker.

Employee Organizations: Chino Valley Professional Firefighters Local 3522 Safety Unit; Teamsters Local 1932 Non-Safety Unit; and Unrepresented Management, Confidential, and Part-Time employees.

3. CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Agency Negotiator: President Harvey Luth

Title: Fire Chief

There were no requests from the public to speak on the items.

ADJOURN TO CLOSED SESSION

President Luth adjourned the Open Session to Closed Session at 4:31 p.m.

REOPEN TO OPEN SESSION

President Luth reopened to Open Session at 6:02 p.m.

ROLL CALL

Present: President Harvey Luth, Vice President Sarah Ramos-Evinger, Director John DeMonaco, Director Tom Haughey, and Director Mike Kreeger.

Absent: None.

Also present: Fire Chief Dave Williams, Deputy Chief Jeremy Ault, Deputy Chief Carlos Skibar, Legal Counsel Isaac Rosen, Clerk of the Board Angela Robles, Finance Director Mark Shaker, and Human Resources Director Anthony Arroyo.

REPORT OUT OF CLOSED SESSION

District Legal Counsel Isaac Rosen reported on Closed Session item 1, the Board of Directors approved Resolution No. 2024-01 by a vote of 5-0 for an Industrial Disability Retirement for a retired employee.

District Legal Counsel Isaac Rosen reported that there was no reportable action taken on Closed Session items 2 and 3.

FLAG SALUTE

President Luth led the assembly in reciting the Pledge of Allegiance.

INVOCATION

Ted Wong, Fire District Chaplain led the invocation.

CHANGES TO THE AGENDA

Clerk of the Board Robles reported no changes to the agenda.

PRESENTATIONS / ANNOUNCEMENTS

New Employee Introductions:

Fire Apparatus and Fleet Mechanic David Diaz

President Luth accompanied by Fire Chief Williams introduced and welcomed David Diaz as the new Fire Apparatus and Fleet Mechanic for the Chino Valley Fire District.

Office Technician Martha Militello

President Luth accompanied by Fire Chief Williams introduced and welcomed Martha Militello as the new Office Technician for the Chino Valley Fire District.

Fire Inspector Jason T. Watts

President Luth accompanied by Fire Chief Williams introduced and welcomed Jason T. Watts as the new Fire Inspector for the Chino Valley Fire District.

Fred L. Burns Award - Steve Elie

President Luth accompanied by Fire Chief Williams presented the 2023 Fred L. Burns Community Service Award to Steve Elie for his contributions and support of the Chino Valley Heart Safe/Bleed Safe Programs. City of Chino Mayor Pro Tem Karen Comstock presented Mr. Elie with a Certificate of Recognition. Chief Williams presented Certificates of Recognition to Mr. Elie on behalf of County Supervisor Curt Hagman and City of Chino Hills Mayor Cynthia Moran.

The Board of Directors took a recess at 6:22 p.m. and reconvened the meeting at 6:32 p.m.

PUBLIC HEARING

President Luth opened the Public Hearing.

ORDINANCE NO. 2024-01 (SECOND READING) INCREASING THE COMPENSATION OF THE BOARD OF DIRECTORS

Purpose is to conduct the public hearing and adopt Ordinance No. 2024-01 increasing the compensation of the Board of Directors effective July 1, 2024.

Report By: Clerk of the Board Angela Robles

RECOMMENDATION: It is recommended that the Board of Directors conduct the public hearing; adopt Ordinance No. 2024-01 increasing the compensation of the Board of Directors effective July 1, 2024; advise the public that a complete copy of Ordinance No. 2024-01 is available for public inspection at Fire District Headquarters; and direct staff to provide public notice as required by law.

Clerk of the Board Robles reported that at the February 14 regular meeting, the Board of Directors approved the introduction of Ordinance No. 2024-01, an Ordinance of the Board of Directors of the Chino Valley Independent Fire District, County of San Bernardino, State of California, increasing the compensation of the Chino Valley Independent Fire District Board of Directors. The amount of the increase is \$8.86, for a total amount of \$183.86 for compensable meetings/service days rendered as a Member of the Board.

There were no requests from the public to speak on this item.

President Luth closed the Public Hearing.

Moved by Director Kreeger, seconded by Director Haughey, carried by a 4-1 voice vote for the Board of Directors to adopt Ordinance No. 2024-01 increasing the compensation of the Board of Directors effective July 1, 2024; advise the public that a complete copy of Ordinance No. 2024-01 is available for public inspection at Fire District Headquarters; and direct staff to provide public notice as required by law.

AYES: BOARD MEMBERS: Luth, Ramos-Evinger, Haughey, and Kreeger.

NOES: BOARD MEMBERS: DeMonaco.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

PUBLIC COMMUNICATIONS

There were no requests to speak.

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

Mayor Pro Tem Karen Comstock from the City of Chino reported on the following community events: Chino Days on March 16th from 2:00 p.m. to 8:00 p.m. and March 17th from 11:00 a.m. to 5:00 p.m. at the Chino Civic Center and Chino Youth Museum fundraiser involving the sale of street signs that have been replaced. Mayor Pro Tem Comstock thanked the community for their participation in the election and support for Measure V.

Vice President Jeff Tytula from the Chino Valley Fire Foundation provided information regarding upcoming events: Chino Valley Fire's Pipes and Drums will be playing on March 17th at Roscoes from 3:00 p.m. to 5:00 p.m. and at Luchadores from 6:00 p.m. to 8:00 p.m.; Car Show on May 18th from 10:00 a.m. to 2:00 p.m. at the Chino Hills Shoppes.

CONSENT CALENDAR

1. **MINUTES**
Minutes – February 14, 2024 Regular Meeting
Minutes - February 15, 2024 Special Meeting
Minutes - March 4, 2024 Special Meeting
2. **MONTHLY DISTRICT REPORT**
Month of January 2024
3. **MONTHLY FINANCIAL REPORT**
Monthly Financial Report – January 2024
4. **MONTHLY TREASURER’S REPORT**
Monthly Treasurer’s Report – January 2024
5. **WARRANTS**
Warrants for February 2024 #58791 through #58949
6. **BOARD MEETINGS/TRAVEL – AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING**
Sacramento, CA - Meet with Legislators to discuss items of interest to Chino Valley Fire District (Legislative Ad Hoc Committee - Director Kreeger and Director Haughey)
7. **INFORMATION**
Receive and File Letter of Support for Senate Bill 1034 (Seyarto) California Public Records Act, State of Emergency.
8. **PURCHASE OF FIREFIGHTER'S PROTECTIVE CLOTHING SYSTEMS**
The purpose is for the Board of Directors to review and approve the proposed purchase of firefighter protective clothing systems from Municipal Emergency Services, Inc. in the amount not to exceed \$235,000.00 and authorize the Fire Chief to execute all related purchase documents on behalf of the Fire District.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 8 as presented.

Moved by Director Kreeger, seconded by Director DeMonaco, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar items 1 through 8 as presented.

AYES: BOARD MEMBERS: Luth, Ramos-Evinger, DeMonaco, Haughey, and Kreeger.

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

9. **CALIFORNIA SPECIAL DISTRICTS ASSOCIATION (CSDA) CALL FOR NOMINATIONS FOR BOARD OF DIRECTOR SEAT A - ELECTION**

Purpose is for the Board of Directors to review and discuss the CSDA call for nominations for a seat by election on the CSDA Board and determine Fire District participation.

Report By: Clerk of the Board Angela Robles

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the California Special Districts Association call for nominations for a seat by election on the CSDA Board and either vote to submit a nomination or decline to participate.

Clerk of the Board Robles reported the CSDA election is for Seat A on the CSDA Board of Directors. It is a three-year term ending in 2027. The incumbent is Jo Mackenzie from Vista Irrigation District who has indicated their intention to seek reelection. Nominations for this seat are due to CSDA by April 10, 2024 and require governing board approval.

There were no requests from the public to speak on this item.

The Board of Directors expressed their support for Jo MacKenzie on the CSDA Board.

The Board of Directors unanimously agreed not to submit a candidate nomination for the CSDA Board of Directors election.

10. **LOCAL AGENCY FORMATION COMMISSION (LAFCO) NOMINATION FOR THE POSITION OF REGULAR SPECIAL DISTRICT MEMBER**

Purpose is for the Board of Directors to review and discuss the call for nomination to the position of LAFCO Regular Special District Member and determine Fire District participation.

Report By: Clerk of the Board Angela Robles

RECOMMENDATION: It is recommended that the Board of Directors review and discuss the option of nominating a Fire District Board Member as candidate for the current LAFCO Regular Special District Member vacancy and either vote to submit a nomination or decline to participate.

Clerk of the Board Robles reported the position up for nomination currently represents the desert area. The incumbent is Kimberly Cox of Mojave Water Agency whose term is set to end on May 6, 2024. The incumbent Kimberly Cox has indicated her intention to seek reelection. Nominations for this seat are due by 5:00 p.m. on March 28, 2024 and require governing board approval.

There were no requests from the public to speak on this item.

The Board of Directors expressed their support for Kimberly Cox as the LAFCO Regular Special District Member.

The Board of Directors unanimously agreed not to submit a candidate nomination for the LAFCO Regular Special District Member election.

11. FIRST AMENDMENT TO FIRE CHIEF EMPLOYMENT AGREEMENT

Purpose is for the Board of Directors to review and consider approving the attached, negotiated First Amendment to Fire Chief Dave Williams's existing employment agreement ("First Amendment"), following an oral report summarizing the salaries, salary schedules or compensation paid in the form of fringe benefits consistent with the Brown Act.

Report By: District Legal Counsel Isaac Rosen

RECOMMENDATION: It is recommended that the Board of Directors review and consider approving the attached First Amendment to Fire Chief Dave Williams's existing employment agreement.

District Legal Counsel Isaac Rosen reviewed the amendments to the Fire Chief's contract:

- **Extended Term.** The First Amendment would extend the term of the Fire Chief's contract by three (3) years, to December 31, 2027.
- **Salary.** The First Amendment would leave the Fire Chief's existing salary in place, and allows the Board to consider a discretionary salary increase, in the Board's discretion, following the Fire Chief's next annual performance evaluation.
- **Supplemental Benefits (effective July 1, 2024).** The First Amendment would amend the Fire Chief's deferred compensation to be equal to that of current unrepresented management employees' deferred compensation – plus \$200.00 – per month. The First Amendment would also provide a \$500.00 per month education stipend (above the \$250.00 currently available to unrepresented management employees pursuing higher education). These changes to the Fire Chief's Supplemental Benefits would take effect July 1, 2024.

Mayor Pro Tem Karen Comstock voiced her support for approval of the First Amendment to Fire Chief's Employment Agreement.

There were no more requests from the public to speak on this item.

Moved by Director Kreeger, seconded by Vice President Ramos-Evinger, carried 5-0 voice vote for the Board of Directors review and consider approving the attached First Amendment to Fire Chief Dave Williams's existing employment agreement.

AYES: BOARD MEMBERS: Luth, Ramos-Evinger, DeMonaco, Haughey, and Kreeger.
NOES: BOARD MEMBERS: None.
ABSTAIN: BOARD MEMBERS: None.
ABSENT: BOARD MEMBERS: None.

FIRE CHIEF'S COMMENTS

Personnel Development Activities:

- CVFD hosted two Paramedic Interns in February: one student from Crafton Hills College and the other student from the UCLA paramedic program.
- Three CVFD members recently completed the 2-week Rio Hondo Truck Academy (intensive 80-hour course covering all aspects of truck company operations).
- On February 15th EMS Captain Pete Roebuck attended Cal Chiefs EMS section meeting.
- Clerk of the Board Angela Robles received the Certificate in Special District Governance from the Special District Leadership Foundation.

Board Activities/Public Relations:

- On February 20th Fire District employees were honored with Custom 2024 calendars designed by a 9-year-old local artist who presented it to CVFD Firefighter Paramedics in recognition of their service and for safeguarding the community.
- February 21st – CVUSD Student Government Day Program
CVFD participated in the CVUSD Student Government Day program hosted by the cities of Chino and Chino Hills. Deputy Chief Jeremy Ault and Deputy Chief Carlos Skibar were shadowed by high school students as part of the program's educational component. The students accompanied the Chief Officers on a tour of the Fire Station and Training Center and received coaching on delivering a presentation at a mock Council meeting.
- On February 23rd Chief Williams was a Guest Speaker at the Chino Youth Boxing Foundation Dinner.
- February 26th – CVFD hosted the ASBCSD Dinner at Planes of Fame Museum
Board Vice President Ramos-Evinger and Chief Williams gave an overview of the District's Cardiac Care program, new fire station, and new collaborative venture into ground ambulance services.
- On February 27th many staff members, and the Board of Directors attended the Chino Valley Mayor's Prayer Breakfast
- On February 29th the Board President, Vice President and Chief Williams attended a quarterly meeting with the City of Chino.
- On March 5th Clerk of the Board Angela Robles served as a bilingual clerk at a polling location in the Chino Valley for the March 5 Presidential Primary Election.
- On March 5th - 6th Board Members and staff met with State Legislators in Sacramento.
- March 9th is the Chino Valley Fire Foundation – Saint Paddy's Brew Fest.

Other Organizational Items of Interest:

- On February 21st Montclair utilized the Training Center for Engineers Test.
- On February 22nd Command Staff attended the San Bernardino County Chief's Association Meeting.
- On February 27th Chief Williams attended the CVMC Governing Board Meeting.
- February 2024, Mt. SAC Fire Academy began a new recruit academy.
- The CVFD Hazardous Materials Team conducted Evidence and Sample Collection Training.

- On February 27th Deputy Chief Ault and Deputy Chief Skibar attended a Fire Chief's wildfire roundtable with Congresswoman Young Kim.
- On March 7th Chief Williams attended the West End JPA Meeting hosted by Rancho Cucamonga
- Fire Station 68 Prequalification of Bidders process was initiated on Planet Bids and submissions are due by March 22, 2024.
- Chino Valley Fire Foundation, in partnership with Chino Valley FD, Chino PD, Chino Hills PD, and Chino Valley Medical Center, has donated its 54th AED and 495th Trauma Kit to Loving Savior of the Hills Church in the City of Chino Hills. This donation was made possible through the Heart Safe/Bleed Safe programs.

Human Resources Update:

- HR Director Arroyo attended the annual Public Agency Risk Management Association conference, which pertains to risk management including liability and workers' compensation matters.
- HR Staff attended a conference on reasonable accommodations and job analysis.

Recruitment Update:

- February 28, 4 Battalion Chief candidates interviewed with the Fire Chief and Deputy Chiefs.
- February 27 and 28, 10 employees participated in the Fire Engineer promotional process.
- February 22nd opened recruitment for Office Technician and received over 220 applicants.
- March 5th opened recruitment for Firefighter/Paramedic Recruit.

CONFIRE Items of Interest:

- Executive Director recruitment is underway, and 24 candidates are being reviewed for potential consideration.
- Finance/Admin Director recruitment is underway.
- Groundbreaking ceremony for the new Valley Dispatch Center is on March 19th at 10:30 a.m. and construction is anticipated to be completed in 18-24 months.
- CONFIRE entered into a Joint Defense Agreement with the County of San Bernardino to defend the federal lawsuit brought forth by AMR.

Upcoming Meeting/Events:

- March 16th – Chino Days Event – Chino City Hall Grounds
- March 19th – Valley Communications Center – Groundbreaking Ceremony
- March 21st – Airport Commission Meeting – Retirement recognition of Airport Director James Jenkins
- March 21st – Salute to Public Safety Luncheon – Chino Hills Community Center
- March 22nd – Meet n' Greet with Senator Seyarto – Chamber Event

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director DeMonaco

President DeMonaco reported on meetings and events attended since the last meeting that included the Special Board meetings; IEUA meeting; San Bernardino County meetings; CSDA Legislative Committee meeting; CSDA Audit Committee meeting; CSDA Fiscal Committee meeting; ASBCSD meeting; Salute to Public Safety; and monthly meeting with the Fire Chief.

Director Haughey

Director Haughey reported on meetings and events attended since the last meeting that included the Special Board meetings; Legislative Ad Hoc Committee meeting in Sacramento; Chino Council meetings; ASBCSD meeting; Salute to Public Safety; Meet & Greet with Senator Kelly Seyarto; SDRMA Spring Education Day; and monthly meeting with the Fire Chief.

Director Kreeger

Director Kreeger reported on meetings and events attended since the last meeting that included the Special Board meetings; Legislative Ad Hoc Committee meeting in Sacramento; Chino Hills Council meetings; Chino Valley Unified School District School Board meeting; ASBCSD meeting; Meet & Greet with Senator Kelly Seyarto; SDRMA Spring Education Day; and monthly meeting with the Fire Chief.

Vice President Ramos-Evinger

Vice President Ramos-Evinger reported on meetings and events attended since the last meeting that included the Special Board meetings; Finance Committee meeting; ASBCSD meeting; Salute to Public Safety; Chino Hills Council meeting; Fire Safe Council meetings; Ambulance meeting with Fire Chief; monthly meeting with Fire Chief; and Agenda Review meeting.

President Luth

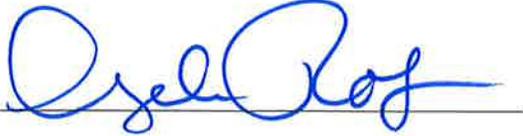
President Luth reported on meetings and events attended since the last meeting that included the Special Board meetings; Finance Committee meeting; Ambulance meeting with Fire Chief; ASBCSD meeting; Salute to Public Safety; Chino Council meetings; Airport Commission meeting; Meet & Greet with Senator Kelly Seyarto; and Agenda Review meeting.

The Board of Directors welcomed and congratulated Fire Apparatus and Fleet Mechanic David Diaz, Office Technician Martha Militello, and Fire Inspector Jason Watts. The Board congratulated Steve Eli on being the recipient of the 2023 Fred L. Burns Community Service Award.

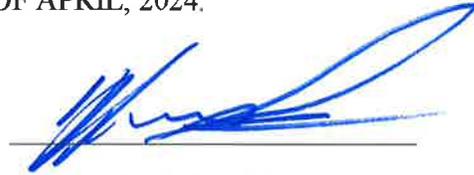
ADJOURNMENT

The meeting was adjourned at 7:12 p.m. The next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District will be held on Wednesday, April 10, 2024 at 6:00 p.m. at the Fire District Administrative Headquarters Office located at 14011 City Center Drive, Chino Hills, CA, 91709.

APPROVED AND ADOPTED THIS 10TH DAY OF APRIL, 2024.



Angela Robles, Clerk of the Board



Harvey Luth, President