

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

MINUTES
May 12, 2021

TELECONFERENCE MEETING ANNOUNCEMENT

President Ramos-Evinger opened the meeting at 4:00 p.m. and stated that all future CVFD Board meetings will be held remotely in hybrid format until further notice in accordance with the California Governor's executive Order N-29-20; guidance from the California Department of Public Health; and in an effort to combat the spread of COVID-19. President Ramos-Evinger also announced that the meeting would be recorded.

ROLL CALL

All Board Members were present in person.

OPEN SESSION

President Ramos-Evinger called the Open Session to order.

ADJOURN TO CLOSED SESSION

President Ramos-Evinger read the closed session items and adjourned to Closed Session.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation based on existing facts and circumstances, pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: one (1) potential case. There are facts and circumstances that may result in litigation but which the District believes are not yet known to potential plaintiffs (Gov. Code 54956.9(e)(1)).

CONFERENCE WITH LABOR NEGOTIATOR

Meet with Board previously appointed negotiators (Fire Chief Tim Shackelford, Finance Director Steve Heide and Human Resources Director Kristi Kuchwara and Oliver Yee, LCW) regarding negotiations between the Chino Valley Professional Firefighters, Local 3522 (CVPF) Safety Unit and the Chino Valley Fire District per Government Code Section 54957.6.

CONFERENCE WITH LABOR NEGOTIATOR

Meet with Board previously appointed negotiators (Fire Chief Tim Shackelford, Finance Director Steve Heide, Human Resources Director Kristi Kuchwara and Oliver Yee, LCW) regarding negotiations between the Teamsters Local 1932, Non-Safety Unit employees and the Chino Valley Fire District per Government Code Section 54957.6.

CONFERENCE WITH LABOR NEGOTIATOR

Meet with Board previously appointed negotiators (Fire Chief Tim Shackelford) regarding negotiations between the unrepresented management employees and the Chino Valley Fire District per Government Code Section 54957.6.

CONFERENCE WITH LABOR NEGOTIATOR

Meet with Board previously appointed negotiators (Fire Chief Tim Shackelford, Finance Director Steve Heide and Human Resources Director Kristi Kuchwara) regarding negotiations between the unrepresented confidential and part-time employees and the Chino Valley Fire District per Government Code Section 54957.6.

President Ramos-Evinger asked if there were any requests to speak from the Public.

Acting Clerk of the Board Ariana Cisneros stated that there were no requests to speak from the Public.

RE-OPEN TO OPEN SESSION

President Ramos-Evinger re-opened to Open Session at 6:00 p.m. and stated that all future CVFD Board meetings will be held remotely in hybrid format until further notice in accordance with the California Governor's executive Order N-29-20; guidance from the California Department of Public health; and in an effort to combat the spread of COVID-19. President Ramos-Evinger also announced that the meeting would be recorded.

ROLL CALL

All Board Members were present in person.

REPORT OUT OF CLOSED SESSION

President Ramos-Evinger asked Legal Counsel to report out of closed session.

Legal Counsel Jeff Ballinger stated no reportable action taken out of closed session.

FLAG SALUTE

Director Harvey Luth.

INVOCATION

Keith Roby, Fire District Chaplain.

CHANGES TO THE AGENDA

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there were any changes to the agenda.

Acting Clerk of the Board Cisneros stated that there were no changes.

PRESENTATIONS / ANNOUNCEMENTS

Employee Recognition

President Ramos-Evinger recognized Deputy Chief Scott Atkinson for his completion of the U.S. Fire Administration National Fire Academy Executive Fire Officer Program and read a brief overview of the program and presented him with a certificate of recognition.

The Board of Directors congratulated Deputy Chief Atkinson on his accomplishment.

PUBLIC COMMUNICATIONS

President Ramos-Evinger asked if there were any requests to speak from the Public.

Acting Clerk of the Board Cisneros stated that there were no requests to speak from the Public.

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

Acting Clerk of the Board Cisneros announced Suzette Dang, San Bernardino County 4th District Representative.

Representative Dang congratulated Deputy Chief Atkinson for his completion of the U.S. Fire Administration National Fire Academy Executive Fire Officer Program.

Representative Dang gave an update on COVID vaccinations and statistics in the San Bernardino County.

Acting Clerk of the Board Cisneros announced that City of Chino Hills Council Member Art Bennett was present.

Council Member Bennett congratulated Deputy Chief Atkinson for his accomplishment with the U.S. Fire Administration National Fire Academy Executive Fire Officer Program.

Council Member Bennett gave a summary of the events taking place in the City of Chino Hills.

Council Member Bennett thanked the Fire District for representing the City of Chino Hills.

Council Member Bennett gave an update on COVID testing and vaccines in the City of Chino Hills.

Council Member Bennett announced an emergency broadband benefit program for the residents of Chino Hills.

Director Williams asked Council Member Bennett when their Council Meetings will open up to the public.

Council Member Bennett stated that Council Meetings may open to the public in June or July, but not certain.

Acting Clerk of the Board Cisneros stated Chair Charlie Blank was in attendance but did not have a report.

CONSENT CALENDAR

1. **MINUTES**

Minutes – April 14, 2021 – Regular Board Meeting
Minutes – April 29, 2021 – Special Board Meeting

2. **MONTHLY DISTRICT REPORT**

Month of March 2021

3. **MONTHLY FINANCIAL REPORT**

Monthly Financial Report – April 2021

4. **MONTHLY TREASURER’S REPORT**

Monthly Treasurer’s Report – March 2021

5. **WARRANTS**

Warrants for April 2021 #53181 through #53362

6. **BOARD MEETINGS/TRAVEL – AUTHORIZATION TO ATTEND CONFERENCE, MEETING OR TRAINING**

None.

7. **RESOLUTION NO. 2021-12 APPROVING CAL FIRE FY 2021-22 CONTRACT AGREEMENT NO. 2021-03**

Purpose is for the Board of Directors to review Resolution No. 2021-12, approving Agreement No. 2021-03 with the California Department of Forestry and Fire Protection (Cal Fire) from July 1, 2021, through June 30, 2022.

8. RESOLUTION NO. 2021-13, ADOPTING FIRE DISTRICT POLICY AND PROCEDURES FOR BOARD OF DIRECTORS

Purpose is for the Board of Directors to review proposed changes to the Fire District Policy and Procedures for Board of Directors as presented; and review, approve and adopt Resolution No. 2021-13, rescinding Resolution No. 2021-09 and adopting the proposed Policy and Procedures for Board of Directors as reviewed, with modifications.

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

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there were any public comments on the Consent Calendar.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if any Board Members wanted to pull an item from the Consent Calendar for discussion.

No items were pulled.

Moved by Vice President Kreeger, seconded by Board Member Williams, carried by a 5-0 voice vote for the Board of Directors to approve the Consent Calendar items #1 -8 as presented.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

OLD BUSINESS

None.

NEW BUSINESS

9. 2021 COMMUNITY LIAISONS AND STANDING COMMITTEE MEMBER ASSIGNMENTS

Purpose is for the President of the Board to announce any reappointments to Fire District community liaisons and committee for 2021.

President Ramos-Evinger announced that Director Williams has been assigned as the primary liaison for San Bernardino County Board of Supervisors and the California Institution for Women Citizens Advisory Council. She further stated Director Williams will serve as the secondary liaison for the California Institution for Men Citizens Advisory Council.

RECOMMENDATION: It is recommended that the Board President announce any reappointments to Fire District community liaisons and committees 2021.

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there was any public comment.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if there was any Board comment.

There was no Board comment.

President Ramos-Evinger stated that a vote was not required.

10. RESOLUTION NO. 2021-14 PROPERTIES DECLARED FOR WEED ABATEMENT

Purpose is for the Board of Directors to review, approve and adopt Resolution Number 2021-14 identifying properties declared for weed abatement within the Fire District.

Fire Marshal Barnes stated Community Risk Reduction has conducted inspections of the Fire District for properties where a fire hazard or potential fire hazard exists from weeds.

Fire Marshal Barnes stated Resolution No. 2021-14 and a list of properties/owners that are declared for weed abatement are attached. She further stated the Fire District will mail notices to all property owners on the list indicating the weeds need to be abated.

Fire Marshal Barnes stated that a public hearing will be held at next month's regular board meeting on June 9th for property owners wishing to address the board on this matter.

Fire Marshal Barnes stated property owners failing to abate the hazards by the reinspection date of June 10th will be issued an administrative citation. She further stated Resolution No. 2021-14 has been amended to allow for public purpose based on the current State of Emergency impacting our area.

Fire Marshal Barnes stated the Fire District will begin utilizing private contractors for weed abatement commencing on or after reinspection date of June 10th.

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2021-14 regarding the declaring and noticing of property owners for weed abatement.

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there was any public comment.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if there was any Board comment.

Director Williams asked if there has been any modification to the fees due to COVID.

Fire Marshal Barnes stated a modification was made to the resolution to allow the district to potentially waive any penalties or give extensions based on hardships due to COVID.

Director Luth had no comment.

Director DeMonaco had no comment.

Vice President Kreeger had no comment.

President Ramos-Evinger had no comment.

Moved by Director DeMonaco, seconded by Board Member Luth, carried by a 5-0 voice vote for the Board of Directors to approve and adopt Resolution No. 2021-14 regarding the declaring and noticing of property owners for weed abatement.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

11. RESOLUTION NO. 2021-15, APPROVING A MEMORANDUM OF UNDERSTANDING FOR EMERGENCY MEDICAL SERVICES – AGREEMENT NO. 2021-04

Purpose is for the Board of Directors to review, discuss and approve Resolution No. 2021-15, a resolution of the Board of Directors approving a Memorandum of Understanding between the Inland Counties Emergency Medical Agency (“ICEMA”) and the Chino Valley Independent Fire District and other fire agencies within ICEMA regarding Emergency Medical Services.

Fire Chief Shackelford stated ICEMA is charged with submitting a local emergency management services (“EMS”) plan to state Emergency Medical Services Authority (“EMSA”).

Fire Chief Shackelford stated that on February 12, 2019, ICEMA submitted its EMS plan for emergency response in San Bernardino County to state EMSA for approval. He further stated that this plan had been approved six times since 1999, on October 13, 2020, the plan was rejected by EMSA on the basis that ICEMA failed to include as part of the plan copies of signed agreements for the provision of advanced life support (“ALS”) with all prehospital providers.

Fire Chief Shackelford stated EMSA denied the plan because ICEMA did not have ALS provider agreements with the City of Highland and the following entities: Barstow Fire Protection District, Chino Valley Independent Fire District, City of Colton, City of Ontario, City of Redlands, City of Rialto, and City of Yucaipa.

Fire Chief Shackelford stated that in an effort to resolve this matter, ICEMA and the providers are proposing to move forward with the Memorandum of Understanding.

RECOMMENDATION: It is recommended that the Board of Directors review and approve Resolution No. 2021-15, approving a Memorandum of Understanding between the Inland Counties Emergency Agency (“ICEMA”) and the Chino Valley Independent Fire District and other fire agencies within ICEMA regarding Emergency Medical Services.

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there was any public comment.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if there was any Board comment.

Director Williams had no comment.

Director Luth thanked Chief Shackelford and Legal Counsel for their efforts.

Director DeMonaco thanked staff for their work.

Vice President Kreeger agreed with Director Luth and Director DeMonaco’s statements.

President Ramos-Evinger thanked Chief for his work on this report.

Moved by Vice President Kreeger, seconded by Board Member DeMonaco, carried by a 5-0 voice vote to approve Resolution No. 2021-15, approving a Memorandum of Understanding between the Inland Counties Emergency Agency (“ICEMA”) and the Chino Valley Independent Fire District and other fire agencies within ICEMA regarding Emergency Medical Services.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

12. ASSOCIATION OF SAN BERNARDINO COUNTY SPECIAL DISTRICTS (ASBCSD)
NOMINATION FOR THE POSITION OF BOARD OF DIRECTOR

Purpose is for the Board of Directors to review and discuss nominating a Fire District Board Member as candidate for a position on the ASBCSD Board of Directors.

Acting Clerk of the Board Ariana Cisneros stated the Fire District has received notification from ASBCSD announcing a vacancy on the Board of Directors. She further stated the ASBCSD Board of Directors is made up of seven Board Members with two-year staggered terms.

Acting Clerk of the Board Cisneros stated the current vacancy will be filled by appointment if the Fire District Board of Directors elect to nominate a board member to participate in the ASBCSD selection process.

Acting Clerk of the Board Cisneros stated that to fill the current vacancy, the Fire District Board President will submit a nomination letter on behalf of the Fire District Board. She further stated that the Fire District should state that the Fire District Board supports the nominee and will commit to providing financial support for attending all board meetings including mileage reimbursement if the nominated candidate is selected.

RECOMMENDATION: It is recommended that the Board of Directors review and discuss nominating a Fire District Board Member as candidate for the current ASBCSD Board of Directors vacancy and take action accordingly or decline to participate.

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there was any public comment.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if there was any Board comment.

Director Williams asked how often and where they meet.

President Ramos-Evinger stated they meet around once a month. She further stated the meetings are held at various locations around San Bernardino.

Vice President Kreeger stated the meetings are held about nine times a year around San Bernardino County or High Desert area.

President Ramos-Evinger stated the Board will decline to participate at this time.

Moved by Vice President Kreeger, seconded by Board Member Luth, carried by a 5-0 voice vote for Board of Directors to decline to participate in the current ASBCSD Board of Directors vacancy.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

13. APPOINTMENT OF NEGOTIATOR FOR LABOR NEGOTIATIONS WITH UNREPRESENTED MANAGEMENT EMPLOYEES

Purpose is for the Board of Directors to discuss and consider appointment of labor negotiators for negotiations with the unrepresented management employees.

President Ramos-Evinger announced that Oliver Yee from LCW has been assigned as the negotiator for negotiations with the unrepresented management employees as a result of Closed Session discussion.

RECOMMENDATION: It is recommended that the Board of Directors discuss and consider appointment of labor negotiators for negotiations with the unrepresented management employees.

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there was any public comment.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if there was any Board comment.

The Board of Directors had no comment.

Moved by Director DeMonaco, seconded by Board Member Williams, carried by a 5-0 voice vote for Board of Directors to approve Oliver Yee with LCW as negotiator for labor negotiations with unrepresented management employees.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

14. APPOINTMENT OF NEGOTIATORS FOR LABOR NEGOTIATIONS WITH THE UNREPRESENTED CONFIDENTIAL AND PART-TIME EMPLOYEES

Purpose is for the Board of Directors to discuss and consider appointment of labor negotiators for negotiations with the unrepresented confidential and part-time employees.

President Ramos-Evinger announced that Oliver Yee from LCW has been added as a negotiator for negotiations with the unrepresented confidential and part-time employees as a result of Closed Session discussion.

RECOMMENDATION: It is recommended that the Board of Directors discuss and consider appointment of labor negotiators for negotiations with the unrepresented confidential and part-time employees.

President Ramos-Evinger asked Acting Clerk of the Board Cisneros if there was any public comment.

Acting Clerk of the Board Cisneros stated that there were no public comments.

President Ramos-Evinger asked if there was any Board comment.

Director Williams had no comment.

Director Luth had no comment.

Director DeMonaco had no comment.

Vice President Kreeger asked if the Finance Director, Human Resources Director and Fire Chief are included as labor negotiators.

Fire Chief Shackelford clarified that Oliver Yee has been added as a negotiator to the existing group.

President Ramos-Evinger had no comment.

Moved by Vice President Kreeger, seconded by Board Member Williams, carried by a 5-0 voice vote for Board of Directors to approve Oliver Yee with LCW as negotiator for labor negotiations with the unrepresented confidential and part-time employees.

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

NOES: BOARD MEMBERS: None.

ABSTAIN: BOARD MEMBERS: None.

ABSENT: BOARD MEMBERS: None.

FIRE CHIEF'S COMMENTS

Fire Chief Shackelford congratulated Deputy Chief Atkinson for completing the U.S. Fire Administration National Fire Academy Executive Officer Program and presented him with a framed certificate.

Fire Chief Shackelford stated on Saturday April 17th, the District hosted a Fireworks Safe Surrender Event and collected approximately 10 lbs. of fireworks.

Fire Chief Shackelford stated during the Spring Sharps Collection hosted on Saturday, April 24th, approximately nine 33-gallon drums were filled. He further stated the next sharps collection event will take place in the Fall.

Fire Chief Shackelford stated on May 11th, Board Members, Staff and I attended the Chino Valley Mayor's Prayer Breakfast.

Human Resources Director Kristi Kuchwara provided updates on recruitment and promotions.

Fire Chief Shackelford stated the ASBCSD Virtual Monthly Meeting will take place on May 17th at 6:00 p.m.

Fire Chief Shackelford stated the CSDA Virtual Legislative Days are scheduled for May 18th and May 19th.

Fire Chief Shackelford stated the 12th Annual Chino Valley Fire Foundation Bike and Hot Rod Show will take place on May 22, 2021, 10:00 a.m. to 2:00 p.m. at The Shoppes.

Fire Chief Shackelford stated a Finance Committee Meeting is scheduled for May 24, 2021 at 8:00 a.m.

Fire Chief Shackelford stated a Special Board Meeting / Budget Workshop is scheduled for Wednesday, May 26th at 4:00 p.m.

Fire Chief stated the 2021 City of Chino Hills Virtual State of the City is scheduled for May 27th at 4:00 p.m.

Fire Chief Shackelford stated that our Administration office will be closed on Monday, May 31st in observance of Memorial Day.

BOARD COMMITTEE REPORTS/BOARD COMMENTS

Director Williams thanked the Board for his liaison assignments.

Director Williams congratulated Deputy Chief Atkinson for his completion of the U.S. Fire Administration National Fire Academy Executive Officer Program.

Director Luth stated he attended SB County Airport Commission, SB County Board of Supervisors, City Council and Special Board meetings. He also stated he attended Council Member Hargrove's service and the Mayor's Prayer Breakfast.

Director Luth congratulated Deputy Chief Atkinson for his completion of the U.S. Fire Administration National Fire Academy Executive Officer Program.

Director Luth commented on the CARES Program and the 50% survival rate.

Director DeMonaco stated he attended the City Council, CSDA Legislative, SB County Board of Supervisors, CONFIRE Board meetings and the Mayor's Prayer Breakfast.

Vice President Kreeger stated he attended an Ad Hoc committee meeting, CVUSD, City Council, monthly meetings and the Mayor Prayer Breakfast.

Vice President Kreeger congratulated Deputy Chief Atkinson for his completion of the U.S. Fire Administration National Fire Academy Executive Officer Program.

President Ramos-Evinger stated she attended the Finance Committee meeting, City Council, Chino Hills Quarterly meeting, Invoice Review meeting, Agenda Review meetings and the Mayor's Prayer Breakfast.

President Ramos-Evinger congratulated Deputy Chief Atkinson for his completion of the U.S. Fire Administration National Fire Academy Executive Officer Program.

President Ramos-Evinger thanked the Fire District for their dedication to the community.

President Ramos-Evinger announced that on May 10th she assigned Director DeMonaco and Director Luth to an Ad Hoc Committee for the purpose of working on questions for the Fire Chief's interview and present to the Board at a future date.

ADJOURNMENT

The meeting was adjourned at 6:53 p.m. to a Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, June 9, 2021 at 6:00 p.m.

Meeting location subject to changed and or be held as a hybrid meeting and or teleconference based on current Governor's executive order N-29-20.

APPROVED AND ADOPTED THIS 9th DAY OF JUNE 2021



Sandra Heney, Clerk of the Board



Sarah Ramos-Evinger, President