

# **CHINO VALLEY INDEPENDENT FIRE DISTRICT**

*Regular Meeting of the Board of Directors*

*Wednesday, October 9, 2024*

*5:00 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 5:00 p.m. by Vice President Ramos-Evinger. Vice President Ramos-Evinger announced that President Harvey Luth is participating via teleconference pursuant to Government Code Section 54953(b) from 407 N Virginia Street, Reno, NV 89501.

### **ROLL CALL**

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

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**

Vice President Ramos-Evinger announced and read the Closed Session items.

#### **1. CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section 54957.6 Agency Negotiators: Special Legal Counsel John Bakhit, Atkinson Andelson Loya Ruud & Romo; Fire Chief Dave Williams; Human Resources Director Anthony Arroyo; and Finance Director Mark Shaker.

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

IT Analyst Chris Roberts spoke in relation to item 8 on the regular agenda.

Chino Valley Fire District Teamsters President Jason Rivera informed the Board of Directors that members of Teamsters will be speaking during the Public Comments portion of the Open Session.

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

**ADJOURN TO CLOSED SESSION**

Vice President Ramos-Evinger adjourned the Open Session to Closed Session at 5:06 p.m.

**REOPEN TO OPEN SESSION**

Vice President Ramos-Evinger reopened to Open Session at 6:00 p.m.

**ROLL CALL**

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

Absent: None.

**REPORT OUT OF CLOSED SESSION**

District Legal Counsel Isaac Rosen stated there was no reportable action taken on the Closed Session item.

**FLAG SALUTE**

Director Kreeger led the assembly in reciting the Pledge of Allegiance.

**INVOCATION**

Chaplain Adam Houde led the invocation.

**CHANGES TO THE AGENDA**

Clerk of the Board Robles reported that agenda item number 7 will be taken out of order and presented to the Board following the Presentations/Announcements section.

**PRESENTATIONS / ANNOUNCEMENTS**

**Presentation**

Director Steve Eli of Inland Empire Utilities Agency presented the Chino Valley Fire District with a certificate of appreciation for keeping the IEUA properties as well as the Inland Empire safe from impending fires. The certificate was accepted by Fire Chief Williams and Vice President Ramos-Evinger.

## **Proclamations**

### **Breast Cancer Awareness Month**

Vice President Ramos-Evinger read a summary of the Proclamation declaring the month of October 2024 as Breast Cancer Awareness Month.

### **Fire Prevention Week**

Vice President Ramos-Evinger read a summary of the Proclamation declaring October 6-12, 2024 as Fire Prevention Week and presented it to Fire Marshal Danielle O'Toole.

### **Employee Service Awards**

#### **5 Years of Service:**

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated IT Specialist Natalie Ceballos for 5 years of service with the Fire District.

#### **10 Years of Service:**

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Firefighter Paramedic Phil Vasquez for 10 years of service with the Fire District.

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Firefighter Paramedic Casey Viscioni for 10 years of service with the Fire District.

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Engineer Andrew Hubbard for 10 years of service with the Fire District.

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Captain Mark Hughes for 10 years of service with the Fire District.

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Captain Brett Underwood for 10 years of service with the Fire District.

#### **15 Years of Service:**

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Human Resources Specialist Angelica De La Torre for 15 years of service with the Fire District.

#### **20 Years of Service:**

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Fire Inspector Edmund Quitevis for 20 years of service with the Fire District.

Vice President Ramos-Evinger accompanied by Fire Chief Williams recognized and congratulated Engineer Kyle Colonna for 20 years of service with the Fire District.

7. AGREEMENT WITH CITYGATE ASSOCIATES TO UPDATE CVFD STANDARDS OF COVER ASSESSMENT AND MASTER PLAN UPDATE

Purpose is to review, discuss and approve a contract with Citygate Associates in an amount not to exceed \$87,193, authorize a project contingency of up to 10% of the contract amount in the event of contract modifications requested by the District, and provide authority to the Fire Chief to execute related contract documents on behalf of the District.

Report By: Fire Chief Dave Williams

RECOMMENDATION: It is recommended that the Board review, discuss and approve the contract with Citygate Associates for an update to the Standards of Cover Assessment and update to the District's Master Plan in an amount not to exceed \$87,193, authorize a project contingency of up to 10% of the contract amount in the event of contract modifications requested by the District, and provide authority to the Fire Chief to execute related contract documents on behalf of the District.

Fire Chief Williams introduced Citygate Associates Chief Stewart Gary, MPA, Public Safety Principal.

Mr. Gary summarized the project scope, timeline, and deliverables for the Standards of Cover Assessment and Master Plan Update.

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

**Moved by Director Haughey, seconded by Director Kreeger, carried 5-0 voice vote for the Board of Directors to approve the contract with Citygate Associates for an update to the Standards of Cover Assessment and update to the District's Master Plan in an amount not to exceed \$87,193, authorize a project contingency of up to 10% of the contract amount in the event of contract modifications requested by the District, and provide authority to the Fire Chief to execute related contract documents on behalf of the District**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

The Board of Directors took a recess at 6:25 p.m. and reconvened the meeting at 6:35 p.m.

**PUBLIC COMMUNICATIONS**

The following individuals spoke regarding the conduct of the candidates in the November 2024 General District Election:

- Andrew Romaine
- Ellen Tytula
- Chino Valley Professional Firefighters President Pete Roebuck

The following individuals spoke regarding the Chino Valley Fire District Teamsters contract negotiations:

- Administrative Assistant Sandy Ortiz
- IT Specialist Natalie Ceballos
- Deputy Fire Marshal Ryan Dacko
- Fire Inspector Tori Jung
- Fire Apparatus and Fleet Mechanic David Diaz
- Fire Inspector Jason Rivera
- Teamsters Representative Abraham Gallegos

**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)**

Representative Suzette Dang from San Bernardino County 4th District provided information on the upcoming Annual Veteran Claims and Resources event on Saturday, November 2nd, at Supervisor Hagman's district office from 10:00 a.m. to 2:00 p.m.

Vice President Jeff Tytula from the Chino Valley Fire Foundation provided information on the upcoming events:

- State of the Fire District is on Thursday, October 24th, at Station 61 starting at 11:00 a.m.
- Chino Valley Fire Foundation is assisting in the Hops in the Hills event on Saturday, November 9th, from 12:00 p.m. to 4:00 p.m. at the Luchador Brewing Company.
- Stuff the Boot on Sunday, December 8th, from 10:00 a.m. to 4:00 p.m. at the Shoppes in Chino Hills.
- Make a Child Smile on Wednesday, December 11th, from 8:00 a.m. to 12:00 p.m. at Walmart in Chino.

Chair Charlie Blank of the Fire Safe Council reported on the amount of brush and vegetation collected during the brush pickup event.

**CONSENT CALENDAR**

1. MINUTES

Minutes - September 25, 2024 Special Meeting

2. MONTHLY DISTRICT REPORT

Monthly District Report - September 2024

3. MONTHLY FINANCIAL REPORT

Monthly Financial Report – August 2024

4. MONTHLY TREASURER’S REPORT

Monthly Treasurer’s Report – August 2024

5. WARRANTS

Warrants for September 2024 #60011 through #60181

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

None.

RECOMMENDATION: Approve Consent Calendar Item Numbers 1 through 6 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 6 as presented.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

OLD BUSINESS

None.

NEW BUSINESS

8. RESOLUTION NO. 2024-16 PERTAINING TO UNREPRESENTED CONFIDENTIAL EMPLOYEES

The purpose is to present for approval changes to compensation and benefits for unrepresented Confidential employees.

Report by: Human Resources Director Anthony Arroyo

RECOMMENDATION: It is recommended that the Board of Directors review, approve and adopt Resolution No. 2024-16 ratifying the compensation and benefit changes for confidential employees subject to any minor, technical, or non-substantive changes as approved by legal counsel.

Human Resources Director Anthony Arroyo gave a summary of his report.

IT Analyst Chris Roberts spoke in regard to the unrepresented confidential employee Resolution No. 2024-16.

Payroll Administrator Vicki Varnes spoke in regard to the unrepresented confidential employee Resolution No. 2024-16.

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

**Moved by Director Kreeger, seconded by Director Haughey, carried by a 5-0 voice vote for the Board of Directors to approve and adopt Resolution No. 2024-16 ratifying the compensation and benefit changes for confidential employees subject to any minor, technical, or non-substantive changes as approved by legal counsel.**

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

9. RESOLUTION NO 2024-17 PERTAINING TO UNREPRESENTED MANAGEMENT EMPLOYEE COMPENSATION

The purpose is to present for approval changes to compensation and benefits for unrepresented management employees.

Report by: John Bakhit of Atkinson, Andelson, Loya, Ruud & Romo

**RECOMMENDATION:** recommended that the Board of Directors review, approve and adopt Resolution No. 2024-17 ratifying the compensation and benefit changes for unrepresented management employees subject to any minor, technical, or non-substantive changes as approved by legal counsel.

Attorney Bakhit summarized the changes as follows:

- A salary increase of five percent (5%) effective the first pay period that includes July 1, 2024; three percent (3%) effective the first pay period that includes July 1, 2025; and three percent (3%) effective the first pay period that includes July 1, 2026.
- Additional District contribution of two hundred fifty dollars (\$250) per month to the cafeteria benefit plan effective the first pay period that includes July 1, 2024 for a total of \$1,815 per month; an additional one hundred thirty-five (\$135) per month to the cafeteria benefit plan effective the first pay period that includes July 1, 2025 for a total of \$1,950; and an additional two hundred fifty dollars (\$250) per month to the cafeteria benefit plan effective the first pay period that includes July 1, 2026 for a total of \$2,200.
- All other recommended compensation and benefits are included within the published materials.”

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

**Moved by Director DeMonaco, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to approve and adopt Resolution No. 2024-17 ratifying the compensation and benefit changes for unrepresented management employees subject to any minor, technical, or non-substantive changes as approved by legal counsel.**

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

**NOES: BOARD MEMBERS: None.**

**ABSTAIN: BOARD MEMBERS: None.**

**ABSENT: BOARD MEMBERS: None.**

10. AMENDMENT TO AGREEMENT NO. 2011-03 WITH BEST BEST & KRIEGER LLP

The purpose is for the Board of Directors to review and consider an Amendment to the Legal Services Agreement No. 2011-03 with Best, Best & Krieger (BBK) for General Counsel and Special Counsel Legal Services.

Report by: Fire Chief Dave Williams

**RECOMMENDATION:** It is recommended that the Board of Directors: 1) review and consider the Legal Services Amendment with Best, Best & Krieger (BBK) for Isaac Rosen to serve as District Legal Counsel, which includes new special counsel rates if BBK undertakes specialized work on behalf of the District; and 2) authorize the Fire Chief to execute the Legal Services Amendment subject to any minor, technical or non-substantive changes as approved by the Fire Chief.

Fire Chief Williams explained that District legal counsel is contracted by the District, and accordingly, there are no benefits provided. All compensatory costs are charged at an hourly rate based on billed work. The contract amendment includes an hourly rate for general legal services at \$305 per hour for attorneys and \$185 per hour for non-attorneys. The contract includes a lower blended rate on Public Records Act matters and a higher hourly rate for special counsel or complex legal services as set forth in the agenda report.

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

**Moved by Director Haughey, seconded by Director Kreeger, carried by a 5-0 voice vote for the Board of Directors to: 1) review and consider the Legal Services Amendment with Best, Best & Krieger (BBK) for Isaac Rosen to serve as District Legal Counsel, which includes new special counsel rates if BBK undertakes specialized work on behalf of the District; and 2) authorize the Fire Chief to execute the Legal Services Amendment subject to any minor, technical or non-substantive changes as approved by the Fire Chief.**

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

### **FIRE CHIEF'S COMMENTS**

#### Board Activities/Public Relations

- The CVFD Open House Event is on Saturday, October 5th.

#### Human Resources Update

- The Fire Inspector application closed with approximately 18 candidates that will be interviewed for the one vacant position.
- The position of Deputy Clerk of the Board is open for recruitment.

#### Upcoming Meetings/Events

- On October 22nd, CONFIRE is hosting an Administrative Committee meeting.
- On October 24th, CVFD is hosting a State of the Fire District Luncheon.
- On November 6th, Papachino's will host the breakfast for first responders.
- On November 11<sup>th</sup>, the City of Chino is having a Veterans Day Event at the Community Building.

#### CONFIRE Items of Interest

- The court granted the motion for a preliminary injunction on behalf of AMR, and CONFIRE is in the process of determining the next steps.

### **BOARD COMMENTS**

#### Director DeMonaco

Director DeMonaco had no comments.

#### Director Haughey

Director Haughey reported on meetings and events attended since the last meeting that included the Chino Council meetings; monthly meeting with the Fire Chief; San Bernardino County Land Use Services Department Open House; Assemblymember Rodriguez's Farewell event; CVFD Open House; and CIM meeting.

#### Director Kreeger

Director Kreeger reported on meetings and events attended since the last meeting that included the San Bernardino County Land Use Services Department Open House; Assemblymember Rodriguez's Farewell event; and Chino Hills council meetings.

Vice President Ramos-Evinger

Vice President Ramos-Evinger reported on meetings and events attended since the last meeting that included the Agenda Review meeting; Fire Safe Council; CSDA Member Services Committee meeting; CSDA Professional Development Committee meeting; CVFD Open House; Human Resources committee meeting; and Chino Hills Council meeting.

President Luth

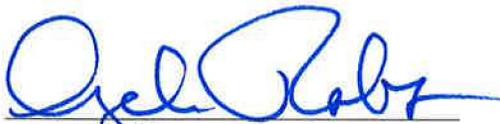
President Luth reported on meetings and events attended since the last meeting that included the CVFD Open House.

The Board of Directors congratulated all service award recipients and thanked IEUA Director Steve Eli for the award and recognition. The Board also recognized the public speakers and the various points each speaker made.

**ADJOURNMENT**

The meeting adjourned at 7:51 p.m. in honor of Logan Tao. The next Regular Meeting of the Board of Directors of the Chino Valley Independent Fire District to be held on Wednesday, November 13th, 2024, at 6:00 p.m. at the Fire District Administrative Headquarters located at 14011 City Center Drive, Chino Hills, CA, 91710.

APPROVED AND ADOPTED THIS 13TH DAY OF NOVEMBER 2024.



Angela Robles, Clerk of the Board



Harvey Luth, President