

Rancho Adobe Fire Protection District

11000 Main Street
P. O. Box 1029
Penngrove, California 94951

Telephone: (707) 795-6011
Fax: (707) 795-5177
www.rancho-adobe-fire.org

**MINUTES OF THE REGULAR BOARD MEETING
JULY 15, 2009 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

Vice-Chairman, Mark Hemmendinger, called the Regular Meeting to order at 7:07 p.m.
The agenda for this meeting was posted on July 10, 2009.

Roll Call:

Directors Present: Mark Hemmendinger, Harold Griffith, Brian Proteau, Michael Caruana

Directors Absent: Ed Gee, Robert Rippin, Bob Dunne

Conducting the Minutes: Jennifer Ober

Pledge of Allegiance said.

II. ORAL AND WRITTEN COMMUNICATIONS

A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no comment from the Public.

B. Correspondence and/or Presentations

Items of correspondence were located in Board packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of June 17, 2009

Motion moved by Mr. Proteau and seconded by Mr. Griffith.

Motion Carried: Aye 4 No 0 Abstain 0 Absent 3

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Proteau and seconded by Mr. Griffith.

Motion Carried: Aye 4 No 0 Abstain 0 Absent 3

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Treanor read from his written report provided to the Board and the Public. He noted the next Long Range Planning Committee Meeting would be on August 4th at 4:00 p.m. at Station 2.

Mr. Hemmendinger asked about the vacant position for the department. Chief Treanor responded that Bill Patten has retired as of June 30. A Captain's exam was held and the three potential candidates each spent time working in the position. Mark Haas was ultimately selected for the Captain's position and will start on July 23.

B. Director Reports

Mr. Hemmendinger noted that the LRPC meeting addressed the prospect of the State deducting the \$220K from the District. Should this occur, the committee found approximately \$50K that could be cut from our budget. The idea of an increase in the benefit assessment was also visited during the meeting.

C. Budget Report

Chief Treanor commented that our expenses were over budget by \$42K in the 2008/2009 fiscal year. However, last year about this time, we carried over some encumbered funds that we were going to use for capital improvements. One of the projects was completed while the other was not. These funds were not showing in revenues since they were carried over, while the paving at station 3 does increase our expenses, as well as the \$30K in additional funds taken for workers comp. Mr. Caruana asked if our workers comp was higher because of the increase in part-time help. Chief Treanor replied that we are in a pool and we never really know the increase in workers comp until the following year. Overtime, noted Chief Treanor, saves us approximately 27% on wages and benefits. The part-timers are a very cost-effective group and laying them off is not the answer unless we are forced to cut the 8%. On strike team revenues (account 2589), we budgeted \$53K and generated \$221K.

The only carry-over at this time for FY 2009/2010 is the concrete at station 2 that was not completed this past year. Mr. Hemmendinger confirmed that there was no plan at this time to do the paving, and Chief Treanor replied no.

D. Firefighters' Association Report

There were no comments from the Association.

E. Support Volunteers

Mrs. Dawn Davis noted that the Support Volunteers participated in the parade and pancake breakfast. The cone course is open again and they are training. The Jazz Festival was a success and there was a lot of interest in the fire district. Fire Corp. is having a meeting in Mather and we have been invited to attend.

F. Firefighter's Union Report

Captain Bill Adams noted the Union only has their contract to discuss.

The Public Hearing was opened at 7:26 p.m.

VI. PUBLIC HEARING

A. Final Budget FY 2009/2010 (1st of Two Sessions)

Chief Treanor noted that this budget is balanced based on the State not taking the funds from our revenues. Property taxes are going down 3.5% based on the County figures we've received to date. Supplemental taxes took a \$30K hit based on what we brought in last fiscal year.

With no further comment, the Public Hearing was closed at 7:29 p.m.

VII. NEW BUSINESS

A. Resolution R-1 Setting and Adopting an Appropriations Limit for the 2009/2010 Fiscal Year

Motion moved by Mr. Griffith and seconded by Mr. Caruana.

Motion Carried: Aye 4 No 0 Abstain 0 Absent 3

Roll Call:

Griffith – aye
Caruana – aye
Proteau – aye
Hemmendinger – aye
Gee – absent
Rippin – absent
Dunne –absent

B. Set Rate for Special Tax – 50075 at \$10.00 Per Unit of Risk for 2009/2010 (same as previous years)

Motion moved by Mr. Proteau and seconded by Mr. Griffith.

Motion Carried: Aye 4 No 0 Abstain 0 Absent 3

C. Discussion on Joint Emergency Operations Center

Chief Treanor commented that in times when you have a major natural disaster, or something else going on that encompasses a greater area than the Rancho Adobe Fire District, there is a need to have more of an emergency operations center to draw more resources to the area. Sonoma State does have an Emergency Operations Center (EOC); however it may take them longer to gather the resources. Chief Treanor feels it's better to interface with Cotati and Rohnert Park rather than with SSU. He has attended several meetings and asked that the entire fire district, including Penngrove and Liberty Valley be taken into account as opposed to just the Cotati area. There is no cost to the program, and because we have a communal nature, we may be able to get a grant to assist with materials. Mr. Hemmendinger asked what the frequency of training would be, and Chief Treanor responded approximately two classes. He asked if real life scenarios would be practiced and Chief Treanor believes the tabletop classes will address this. A representative from each entity will provide leadership in the event of an emergency. There are more advantages in entertaining the idea of an EOC, stated Chief Treanor.

Mr. Proteau asked who would have the final say on training procedures. Chief Treanor responded that as this evolves, all three coordinators will build on the plan and resources in the event of a disaster. Mr. Proteau asked if there were any criteria to activate the EOC, and Chief Treanor replied no.

The Board discussed the options and decided they would like to move forward with a final draft of the EOC.

New Business Continued:

Motion moved by Mr. Proteau and seconded by Mr. Caruana.

Motion Carried: Aye 4 No 0 Abstain 0 Absent 3

The Closed Session was opened at 7:52 p.m.

VIII. CLOSED SESSION

- A. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS.
District Subcommittee: Mark Hemmendinger, Bob Dunne and Michael Caruana
Employee Organization: Administrative Assistant
Action Taken: Employment Contract approved for FY 2009-2010.

- B. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS.
District Subcommittee: Mark Hemmendinger, Bob Dunne and Michael Caruana
Employee Organization: Rancho Adobe Paid Firefighters Union
Action Taken: Employment Contract approved for FY 2009-2010.

- C. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS.
District Subcommittee: Mark Hemmendinger, Bob Dunne and Michael Caruana
Employee Organization: Battalion Chiefs
Action Taken: No action taken.

IX. ADJOURNMENT

Closed Session ended at 8:49 p.m. and with no further business, the meeting was adjourned at 8:50.

Motion moved by Mr. Proteau and seconded by Mr. Griffith.

Motion Carried: Aye 4 No 0 Abstain 0 Absent 3

Date Approved: 8/16/09