

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
JANUARY 17, 2018 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

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

President, Carla Grube, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on January 12, 2018.

Roll Call:

Directors Present: Harold Griffith, Carla Grube, Mark Hemmendinger, Brian Proteau, Greg Karraker, Michael Gadoua, Nole Pacheco

Minutes Conducted by: Jennifer Ober

II. ORAL AND WRITTEN COMMUNICATIONS

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

There was no citizen business.

B. Correspondence and/or Presentations

Items of correspondence were in Board packets.

III. APPROVAL OF MINUTES

A. Regular Meeting of December 20, 2017

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Hemmendinger and seconded by Mr. Karraker.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Thompson reviewed his report and pointed out the following items:

- Petaluma Fire had their 160th celebration with a ball which was attended by some of the staff from Rancho Adobe.
- A trauma services day will be held at SSU on Friday, 1/19 and staff will be there to speak with students considering healthcare careers.
- BC Taylor is working with Petaluma Fire on a grant for a tow vehicle.
- Station 3 roof is still in process and we may have a contractor to begin work in the spring.
- An all members meeting was held on January 8 for a status of the department along with other items.
- Four new hires who started in September are doing well and are adhering to the new task book.
- A region 9 meeting will be held tomorrow.

B. Director Reports

Mr. Karraker commented that he is still trying to get a follow-up meeting scheduled with SSU. Their CFO has been out of the office and Mr. Karraker has written again to try and set a date.

C. Committee Reports

a. Finance/Budget

No report filed.

b. Negotiations

Negotiations will be address this evening during closed session.

c. Equipment

There are no items for discussion at this time.

d. Legislative

No report filed.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

No report filed.

D. Budget Report

No report filed, however discussion will commence under the ballot measure.

E. Firefighters' Association Report

Captain Jimmy Bernal commented the Crab Feed is on January 27th and tickets are still available.

F. Firefighter's Union Report

Captain Bernal announced that Engineer Ken Kelsen retired on December 31. The Cotati Chamber of Commerce will be hosting a dinner on January 20 and has invited staff to attend, where they will be honoring police and firefighters.

VI. UNFINISHED BUSINESS

A. Discussion on Ballot Measure for November 2018

Mr. Karraker reported that on January 9th the first PAC meeting was held, and many items were addressed processes have since been started. A subcommittee meeting was held yesterday was also very productive. We now have a PAC name which is the Committee to Save RAFFPD. One of the big questions that we look at is what we are going to go for, so three plans have been adapted; they are Survive, Fix and Thrive. Chief Thompson stated if we want to develop over time, including facilities, staffing, and equipment, we should be focusing on the plan to thrive. This model includes adding an ALS ambulance to Rancho Adobe. Through the hiring of nine additional full-time firefighters, two additional captains, the budget would increase by \$2.2 million. In calculating the necessary funds to do this, we would need to charge \$300/parcel.

Mr. Karraker spoke with some consultants today who work with fire districts and funding. The consultant feels very positive about us proposing this number and thinks it's feasible from what he is seeing from other fire districts. Chief Thompson feels this is a very important opportunity to ask for what we need and if we don't do it, we may regret it later. The consultant offered to come and speak to the Board next month at no charge and the Board feels this is a beneficial idea. We should also find out what he charges to run a campaign.

Mr. Karraker said there are several options to consider, including a repeal and replace of the benefit assessment we currently have or a graduated parcel tax that taxes structures at varying levels. This may not be something we can do without a lot of work each year. Currently, people are paying \$3.50/month for fire protection, which is incredibly inexpensive and needs to be increased.

The PAC also discussed a work flow where all things that need to be approved, go through the committee for decisions and then to Mr. Karraker for any rewrites. Mr. Hemmendinger asked when we want to begin fundraising for the PAC and Mr. Karraker said tonight and he will put the first check in.

B. Discussion on Replacing Roof at Liberty Fire Station

BC Wandel has found a contractor out of Oakland who does metal building roofs and they are into March before they can begin work.

C. Discussion on Five-Year Plan

Mr. Karraker said we need to take all the newest information and update the Five-Year plan and make it part of this presentation. Captain Bernal would also like to include some of the information he will be sharing this evening.

D. Discussion on Policy 4011 Code of Ethics (2nd Reading)

The Board would like to see Section 4011.2.5, revised by removing the wording "of a majority" and we will have a final reading in February.

VII. NEW BUSINESS

A. Discussion on Petaluma-Rancho Adobe Shared Services Agreement

Chief Thompson commented that the shared services agreement is basically the same agreement we currently have in place. The only changes are that the contract is for three years and the amount we are being charged will be increased, as the Council members want to see compensation for the Chief's benefits. This is a 40% higher contract than last year. Captain Bernal stated on behalf of the Union they would like to continue working with the Chief and positive steps forward have been made. Captain Bill Adams said the Chief has presented some great options to bring to the district, which is good for the taxpayers and also the employee's. A big selling point is bringing an ambulance service to the district residents. Mr. Pacheco said we have a contract with AMR and asked if we would have to go to a bidding process to change this. Chief Thompson said this is our district and we have rights to service our own community in Penngrove and areas Petaluma's ambulance currently serves. In Cotati we would have to keep the contract with AMR unless they can't provide the service.

Ms. Ober stated that she supports the contract with Petaluma, however opposes Petaluma's 40% increase in rates. She feels if there is an increase, it should occur throughout the life of the contract, not all at once in the first of three years. We should consider making a counter-offer, being that we are in a difficult financial situation.

Mr. Hemmendinger said that he and Mr. Proteau worked on the contract last year and at that time, the Council wanted more money. He said the only concern he has is the Battalion Chief cost, what this is for and if we are going to see this position have a direct effect on us. Chief Thompson said we will see this directly, as the BC will now be an administrative BC and will oversee all BCs for both agencies. This will allow him to oversee other things like the Fire Advisory Committee. Mr. Karraker said he supports Ms. Ober's comments, which is not a value on Chief Thompson's worth, but thinks we should push back on the Council. BC Taylor likes the direction we are headed and that we are getting on the same page, which hasn't been done in the past with other consolidations. Mr. Hemmendinger said the upside is that we won't see an increase for three years. The Board asked Chief Thompson's thoughts on how a counter offer would be received, and he replied not good. He thinks this could potentially put an end to any future contracts. The Board does not want this to occur.

Further discussion ensued regarding consolidations and tax rates and how all this comes into play.

Motion moved by Mr. Karraker to accept the three-year shared services agreement and seconded by Mr. Griffith.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

B. Discussion and Approval of Liebert, Cassidy, Whitmore Consortium for 2018

Ms. Ober wanted to share the LCW contract with the Board and get approval to continue with the consortium. The past year has provided an incredible learning opportunity with true professionals, and the first time in Ms. Ober's tenure that we have solid, reliable labor attorney's. She is very grateful that the Board has invested in this consortium and feels it's extremely valuable to the staff and Directors, and would like to continue with the consortium in 2018.

Motion moved by Mr. Gadoua and seconded by Mr. Hemmendinger.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

C. Discussion and Presentation on Core Values (Report To Be Provided by Captain Jimmy Bernal)

Captain Bernal presented a PowerPoint presentation to the Board of Directors on Core Values, Mission Statements and Visions. Captain Bernal would like to see some of these items incorporated into our district. Mr. Hemmendinger asked about shortening the Mission Statement and feels it should end after "property." Ms. Grube feels this should be two separate sentences, including how we achieve the mission. Mr. Karraker feels the Mission Statement speaks to both audiences; staff and the community. He feels the longer version is appropriate. Chief Thompson added that we should include "environment" after "property." On the Vision statement, Chief Thompson also suggested starting the statement at "will provide exemplary." Under the Core Values, Mr. Gadoua suggested under Integrity, take out "we will adhere" and just say "we adhere." The Board thanked Captain Bernal for his time and hard work preparing this report.

VIII. DIRECTION ON FUTURE AGENDA ITEMS

- 2nd Reading of Discussion on Presentation on Core Values.
- Approval of employment contracts to New Business.

Closed Session was opened at 8:43 p.m.

IX. CLOSED SESSION

- A. Pursuant to Government Code §54957(e), the Board will hold a closed session for the following reason: PUBLIC EMPLOYMENT.
Action Taken: None
- B. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Nole Pacheco, Mark Hemmendinger and Michael Gadoua
Employee Organization: Paid Firefighters Union
Action Taken: Tentative None
- C. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Nole Pacheco, Mark Hemmendinger and Michael Gadoua
Employee Organization: Administrative Manager
Action Taken: Agreements have been made with the Board and Administrative Manger. Contract approvals will be completed in February.
- D. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Nole Pacheco, Mark Hemmendinger and Michael Gadoua
Employee Organization: Battalion Chief's
Action Taken: Agreements Have Been Made with the Board and Battalion Chiefs.
Contract approvals will be completed in February.

Closed Session was adjourned at 9:40 p.m.

X. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 9:41 p.m.

Motion moved by Mr. Karraker and seconded by Mr. Pacheco.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Date Approved: 2/21/18