



South Santa Clara County Fire District

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Jake Hess, Fire Chief

MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS SPECIAL MEETING FOLLOWED BY REGULAR MEETING OF October 9, 2019

1. CALL TO ORDER

The Special meeting of the Board of Commissioners of the South Santa Clara County Fire District was held on Wednesday, October 9, 2019 at Masten Fire Station. Vice Chairperson Lewis called the special meeting to order at 5:00 p.m. No new items or old business was discussed. The regular meeting of the Board of Commissioners of the South Santa Clara County Fire District was called to order by Vice Chairperson Lewis at 6:00 p.m.

1.1 ROLL CALL

- A. Commissioners Present: Lewis, Acker, Scatena, Monaco and Velasco (Commissioner Velasco left at 6:15 p.m. Action Item 6.2 was voted on at the start of the meeting)
- B. Fire District Staff: Chiefs Hess, Crawford and Provence
- C. Absent: Commissioner Ludewig

INTRODUCTIONS Kerry Carlson, interested board member.

1.2 DECLARATION OF POSTING OF AGENDA

Kim Camarena certified that the meeting's agenda was duly noticed and posted in accordance with Government Code 54954.2.

2. PUBLIC PARTICIPATION

None

3. AGENDA AMENDMENTS

None

4. MINUTES AND EXPENDITURES

4.1 Approve Board Meeting Minutes of August 14, 2019

On motion of Commissioner Monaco and seconded by Commissioner Acker, the August 14, 2019 minutes were approved by the following vote:

AYES: Monaco, Acker, Scatena, Velasco, Lewis and Monaco
NOES: None
ABSENT: Ludewig

4.2 Approve August 2019/September 2019 Expenditures

On motion of Commissioner Acker and seconded by Commissioner Scatena, the expenditures from August and September 2019 were approved by the following vote:

AYES: Acker, Scatena, Velasco, Lewis and Monaco
NOES: None
ABSENT: Ludewig

5. BOARD, STAFF AND COMMITTEE REPORTS

5.1 Statistical Report of Incidents

Chief Crawford summarized the report provided for July and August statistics. There were 281 aid responses to the South Santa Clara County Fire District and the District provided 297 responses to other agencies during these months with the majority to Morgan Hill and Gilroy. The South Santa Clara County Fire District provided 280 responses to the City of Morgan Hill of which 267 were South County. Morgan Hill provided 121 responses over the 2-month period. There were 391 calls in the district over the two-month period of which 312 were medical in nature with a total of 1359 for the year in medical

Of the District's incidents, 80% were medical, 12% were fires/Struct. fire with 6% being vegetation fires and 2% public assistance.

5.2 Battalion Chief Response Statistical Report

Chief Crawford summarized the statistical report of Battalion Chief Responses within the south county for the months of July and August 2019.

BCs responded to 168 incidents during this period - 116 incidents were in the District, 2 in Gilroy and 50 in Morgan Hill. The BCs were on scene at 90 of those incidents, and on scene in less than 15 minutes 82% of the time.

5.3 Inspector Statistical Report

Craig Farley worked a total of 85 hours from June through July. There were 11 new inspections and 11 follow-ups. There were no complaints/referrals that required response from his office. 9 plan reviews were conducted during the reporting period.

5.4 Volunteer Firefighters Report

Company 70 volunteers had 12 hours of training. The volunteers had no incident calls. There are currently 8 active volunteers. The volunteers had 18 ride-along hours in the period. 21 candidates have been interviewed. Interviews were concluded Thursday, October 3, 2019. 10 new volunteers will be chosen from this pool of interviews. Calls went out on Monday, October 7, 2019 to provide DMV/EMT verifications. The program will be turned over to FAE/P Marshall by October 15, 2019 with 10 new members.

5.5 Mitigation Fees Report

There was one expenditure during the reporting period totaling \$26,220.32 for the UT Vehicle. Total fees collected were \$12,173.50. Revenues collected reflect fees for 24,347 square feet of various construction.

The balance of the mitigation fund is currently \$313,206.27.

5.6 Correspondence

There is no correspondence.

6. OLD BUSINESS

6.1 Standards of Cover Study • Information

Chief Crawford reported Citygate has provided the final draft of the report to South Santa Clara County Fire District for review before the document goes to print. The City of Morgan Hill is working on a joint meeting. Chief Crawford will provide the meeting date when available.

6.2 Management Audit ♦ Information/Action

On motion of Commissioner Velasco and seconded by Commissioner Acker, the responses of the audit that will be prepared by the South Santa Clara County District Staff was approved.

AYES: Monaco, Lewis, Scatena, Acker and Velasco

NOES: None

ABSENT: Ludewig

6.3 First Responder Fees/EMS ♦ Information

Chief Crawford reported there will be a meeting within the Santa Clara County to discuss what the status of the ambulance services contract will be within Santa Clara County for future reference. There will be no fee changes at this time. The current agreement expires in 2022.

6.4 Community Wildfire Protection Plan ♦ Information/Action

On motion of Commissioner Scatena and seconded by Commissioner Monaco, the Board of Commissioners approved the Resolution to Adopt the Community Wildfire Protection Pan, Annex 2 (South Santa Clara County Fire District).

AYES: Scatena, Monaco, Lewis and Acker

NOES: None

ABSENT: Ludewig and Velasco

6.5 UTV/UTV Trailer ♦ Information

Chief Crawford reported the UTV and the UTV Trailer have been purchased and delivered and will be ready for use once the identification wrap has been completed.

7. NEW BUSINESS

7.1 Accounting Assistance ♦ Information

Chief Crawford reported the South Santa Clara County Fire District is working with a non-profit organization based in Santa Clara County that works with small organizations to assist with the South Santa Clara County Fire District's accounting.

8. REQUEST FOR FUTURE AGENDA ITEMS

Chief Crawford recommended the Cab and Chassis be added to a future agenda item.

9. CHIEF'S REPORT

Chief Hess reported Cal Fire is still at peak staffing. The Ballot Measure is still being discussed with County Counsel and is expected to go forward on the November 2020 ballot. Chief Crawford reported the yearly cost for County Counsel will change from \$15,000.00 per year to \$25,000.00 per year.

10. GOOD OF THE ORDER

None.

11. ADJOURN MEETING

The meeting was adjourned at 6:58 p.m. Next regular meeting: December 4, 2019 at City Council Chamber Building.

ATTEST


Joan Marfia Lewis, Chairperson


Kim Camarena, Secretary