



South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sccfd.com
Baraka Carter, Fire Chief

MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS SPECIAL MEETING OF March 13, 2024

1. Opening

1.1. CALL TO ORDER - Chairperson John Monaco

1.2. ROLL CALL - LaQueta Lynch

a. Commissioners Present: Monaco, Keesling, Lewis, Lopez,
Ludewig, and Acker

b. Fire District Staff: Unit Chief Baraka Carter, Assistant Chief
Venmer Deocariza, Fleet Equipment
Manager James Lopez, Volunteer Firefighter
Brandon Winter

c. Absent: Johnson

1.3. DECLARATION OF POSTING OF AGENDA
Per Government Code 54954.2 - Clerk LaQueta Lynch

1.4. Introductions

2. Public Participation

None.

3. Agenda Amendments and Changes

4. Approve Consent Agenda

Items removed from the Consent Agenda will be considered at the end of the regular agenda for discussion. The Board may also add items on the regular agenda to the Consent Agenda. Notice to the public: there is no separate discussion of Consent Agenda items, and the recommended actions are voted on in one motion. If an item is approved of the consent vote, the specific action recommended by Staff is adopted. Members of the public who wish to add to the Board on Consent Agenda items should comment under this item. Each speaker is limited to up to three (3) minutes total, as determined by Board Chair.

4(a) Minutes Approval

Corrections were made to the spelling of names.

Item 5.3 – motion was corrected to add Commissioners Ackers motion to the Board of Supervisors.

The commissioners move the approval of the minutes with corrections to be approved at the April 10, 2024, meeting.

Possible Action:

- a. Approve the February 14, 2024, Regular Meeting minutes.

Regular Agenda Items for Discussion

5. Old Business Info/Action

5.1. Masten Station Solar Engineering Report – Information

Chief Deocariza reported there is a wait time between one to two months before PG&E will be able to give the final inspection for the solar panels.

Receive a report on the status of the solar project at Masten Station.

5.2. Fire support vehicle – Information/Action

Chief Carter reported that the District would purchase the fire support vehicle. The city of Morgan Hill would pay for the lighting package and radio.

The Board of Commissioners all agreed that there was no clear direction on what to vote on for the Fire support vehicle. Discussion and Action will be at the next Board of Commissioners meeting on April 10, 2024.

Received a report from the Ad-Hoc Fire Apparatus Subcommittee and provide direction to staff regarding the next steps for the procurement of the replacement support vehicle.

5.3. Five-Year Plan Ad Hoc Subcommittee – Information

Commissioner Lopez reported that the 5-year plan is being worked on and will have it completed soon.

Receive a report from the Five-Year Plan Ad Hoc Subcommittee on the development of the proposed five-year plan.

5.4. Fees for Services Justification Study – Information

LaQueta Lynch reported that the consultant doing the Development Impact study can also do the Fee for service study. She also stated that the scope of work requirements had been sent over to the consultant and that they are working on sending proposal.

Receive a report regarding the process for a Fee for Services Justification Study.

5.5. Fire Inspector – Information/ Action

Chief Deocariza reported how the pool of candidates were selected and chosen for the contract. He also stated that the candidate will be reporting to the Battalion Chief - Fire Marshal.

Receive a report on staff and District efforts to identify a Fire Inspector.

Possible Action:

- a. Approve Agreement between the South Santa Clara County Fire District and Craig Black to provide fire inspection services in an amount not to exceed forty thousand dollars (\$40,000) for a 12-month period through March 31, 2025, that has been reviewed and approved by County Counsel as to form and legality.

5a RESULT: APPROVED [UNANIMOUS]	
MOVER:	Acker
SECONDER:	Keesling
AYES:	Monaco, Ludewig, Lewis, Lopez, Acker, Keesling
ABSENT:	Johnson

- b. Approve delegation of authority to the Fire Chief, or designee, to negotiate, execute, amend, or terminate Agreement between the South Santa Clara County Fire District and Craig Black for fire inspector services. Delegation of authority shall expire on March 31, 2025.

5b RESULT:	APPROVED [UNANIMOUS]
MOVER:	Acker
SECONDER:	Lewis
AYES:	Monaco, Keesling, Ludewig, Lopez, Acker, Lewis
ABSENT:	Johnson

5.6. General Business Manager Position – Information / Action

Receive a report on the possibility of creating a new District General Business Manager position.

Possible Action:

- a. Discuss and establish an Ad-Hoc General Business Manager Subcommittee to develop proposal for the new General Business Manager position, to communicate with the County Board of Supervisors and County executive leadership regarding funding for position and make to recommendations at future Board of Commissioners meetings for approval and implementation.

5.6.a RESULT:	APPROVED [UNANIMOUS]
MOVER:	Acker
SECONDER:	Lewis
AYES:	Monaco, Keesling, Ludewig, Lopez, Acker, Lewis
ABSENT:	Johnson

- b. Appoint Commissioners to serve on the Ad Hoc General Business Manager Subcommittee.

The commissioner that volunteered to serve on the General Business Manager Subcommittee were Acker, Lopez and Monaco

- c. Approve and end for the Ad-Hoc General Business Manager Subcommittee of July 31, 2025, or when subcommittee makes its final recommendation to the Board of Commissioners, whichever is earlier.

5.6.c RESULT:	APPROVED [UNANIMOUS]
MOVER:	Acker
SECONDER:	Ludewig
AYES:	Monaco, Keesling, Lewis, Lopez, Acker, Ludewig
ABSENT:	Johnson

6. New Business

6.1. Life Pack Monitors – Action

Chief Deocariza reported that the current Cardiac monitors will not be serviceable after December 2024 and that it will take 8-9 months to received new Cardiac monitors.

Receive report and quote relating to the replacement of the monitors.

Possible action:

- a. Approve delegation of authority to the Fire Chief, or designee, to negotiate, execute, amend, and terminate agreement and any and all documents deemed necessary for purchase of three (3) Cardiac Monitors in an amount not to exceed \$175,000.00, following approval by County Counsel as to form and legality, and approval by the Board of Directors. Delegation of authority shall expire on March 31, 2025.

6.1.a. RESULT:	APPROVED [UNANIMOUS]
MOVER:	Acker
SECONDER:	Ludewig
AYES:	Monaco, Keesling, Lewis, Lopez, Acker, Ludewig
ABSENT:	Johnson

- b. Approve recommendation to the Board of Directors for the replacement of Cardiac monitors.

6.1.b. RESULT:	APPROVED [UNANIMOUS]
MOVER:	Keesling
SECONDER:	Ludewig
AYES:	Monaco, Acker, Lewis, Lopez, Keesling, Ludewig
ABSENT:	Johnson

7. Request for Future Agenda Items

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to Staff to place the matter of business on a future agenda.

8. Volunteer Firefighter Report – Brandon Winter

Brandon Winter reported that two (2) people have resigned, 1 person is recovering from an injury, but the current volunteer training is going well. He also reported that on March 29, 2024, there will be 5 more people interviewed for the next round of volunteer training.

9. Battalion Chief Report – Chief Deocariza

Chief Deocariza reported that Chief Main is still recovering from injury but is in good spirits and hopes to return to work soon.

Chief Deocariza also reported about the Nurse Navigator Program launching soon. The program will step in when an incident is not priority emergency, but help is still needed for the patients.

10. Chief's Report – Chief Carter

Chief Carter reported.

- How the Board of commissioners Agenda process will be handled going forward.
- The district trifold should be given out to the public as much as possible.
- Staffing for the Season has begun.

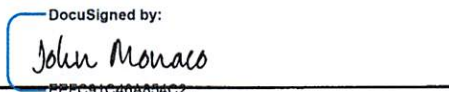
11. Commissioners' Comments

None

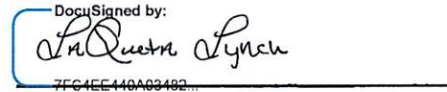
12. Next Meeting is April 10, 2024

13. Adjourn Meeting

There being no further business, the meeting was adjourned at 7:08 pm.

ATTEST 

John Monaco, Chairperson



LaQueta Lynch, Clerk of the Board