



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 REGULAR MEETING OF September 11, 2024

1. Opening

1.1. CALL TO ORDER – Chairperson Ramon Lopez

The regular meeting of the Board of Commissioners of the South Santa Clara County Fire Protection District was held on Wednesday, September 11, 2024, at the Masten Fire Station located at 10810 No Name Uno, Gilroy, CA 95021. Chairman Lopez called the meeting to order at 6:01 p.m. A quorum was present via in-person pursuant to Government Code 54953(e).

1.2. ROLL CALL – LaQueta Lynch

- a. Commissioners Present: Lopez, Johnson, Keesling, Lewis, Acker, Monaco
- b. Fire District Staff: Fire Chief Baraka Carter, Assistant Chief Carlos Alcantar, Battalion Chief Tim Main, Volunteer Firefighter Brandon Winter, Deputy County Counsel Aaron Forbath
- c. Absent: Ludewig

1.3. DECLARATION OF POSTING OF AGENDA Per Government Code 54954.2 – Acting Clerk Carlos Alcantar

1.4. Introductions: Robert Moser

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

Item 4a was removed and will be reviewed and discuss at the next board of commissioners on October 9, 2024.

Possible Action:

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

4(b) Expenditures Approval

Item 4b was removed and will be reviewed and discuss at the next board of commissioners on October 9, 2024.

Commissioner Johnson also asked about status for the cost comparison for Diesel Direct and Hunt and Sons. LaQueta Lynch stated that she has called and let messages for a representative from Hunt and Sons but has not received call back yet.

Possible Action:

- a. Approve Expenditures from August 1, 2024 – August 31, 2024.

4(c) Staff Reports Approval

Possible Action:

- a. Approve Incident Statistical Report.
- b. Approve Grant Writer Report.
- c. Approve Mitigation Fees Report.

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|---------------------|--|
| 4(c) RESULT: | APPROVED [UNANIMOUS] |
| MOVER: | Monaco |
| SECONDER: | Lewis |
| AYES: | Lopez, Johnson, Monaco, Acker, Keesling, Lewis |
| ABSENT: | Ludewig |

Regular Agenda Items for Discussion

5. Old Business Info/Action

5.1. Masten Station Roof Repair – Information

Receive a report on the status of the roof repair for Masten Station.

Chief Main reported the final meeting with Teresa Cox has been scheduled for September 16, 2024 to go over bid proposal and Bid sync/Periscope program

5.2. Fire Apparatus Subcommittee – Information

Discuss the Board of Directors consideration of Item 111 on August 27, 2024, (Delegation of Authority to South County Fire Chief for Purchase of Rosenbauer Engines).

Chief Alcantar reported that he had a meeting with The Office of the Budget and Administration and was told that until the Board of Commissioners hears from the Board of Supervisors there was nothing to report.

Commissioners Lopez, Acker & Keesling reported that an item was placed on the Board of Supervisors agenda authorizing a purchase of two Rosenbauer fire engines in contrast to the Fire Commission's published recommendation and without notice to the fire commission of the action. All three commissioners attended the BOS meeting and explained to the BOS that there was a disagreement between the Fire Chief's recommendation and the Fire Commission. The BOS directed both parties to come to an agreement and report back to the BOS once both parties had come to a unified decision. There was a somewhat heated debate between the fire commissioners and the Fire Chief, that did not produce any immediate results. The fire apparatus sub-committee stated that it will attempt to schedule a meeting with Calfire staff to attempt to find a way to move forward and create a unified specification.

5.3. Five-Year Plan Ad Hoc Subcommittee – Information

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

Commissioner Lopez reported that there was no new development.

5.4. General Business Manager Position – Information

Receive a report regarding District General Business Manager position.

Commissioner Acker reported that he is still working with Executive Office.

5.5. Fire District Branding AD Hoc Subcommittee – Information

Receive a report and provide direction to staff regarding District website. Robert Moser reported that he has updated the ADA issues. He stated that there is still on outstanding accessibility plugin. He is working with staff to address the issue.

5.6. South Santa Clara County Volunteers Procedures and Bylaws – Information

Receive a report on the South Santa Clara County Fire District Volunteers policies.

Chief Alcantar reported that, due to an incident team assignment, the Bylaws still require a final review and approval by the Chief. The Board of Commissioners has requested that Deputy Chief Counsel Aaron Forbath meet with the Assistant Chief and conduct a review of the Bylaws.

5.7. Countywide Fire Services Review – Information

Discuss LAFCO recommendations and collect any questions to be answered by LAFCO at a future SSCCFD Board of Commissioners meeting.

Commissioner Lopez reported that he has invited one of the members to come to a board meeting to discuss the recommendations for the annex areas in question. He asked the board of commissioners to review the recommendations and send an questions to him and he will forward to LAFCO.

6. New Business

6.1. District Vehicle & Apparatus Inventory – Information

Receive a report on the status of current District vehicles and apparatus.

Chief Alcantar reported there currently is not a 1605 vehicle. The Board of Commissioners express concerns about who should pay for the vehicle. It was advised to staff hold off and do a little more research if the district bought the last service vehicle or if the City of Morgan Hill bought the last service vehicle. If no evidence can be found, then the Board of Commissioners would like the purchase to be made.

6.2. Significant Operational Decisions Communications – Information

Provide direction to staff regarding coordination of communications with Board of Commissioners on significant operational decisions.

Commissioner Lopez reported that the Board of Commissioners wants to work with staff as a cooperative team and have clear communication with on things that need their approval or recommendation.

6.3. Procedures for Board Agenda and Minutes – Information

Discuss and provide direction to staff on expectations for draft and final agendas and meeting minutes.

Commissioner Lopez reported that service of receiving the agenda needs to be done in a timely and accurate manner. He also stated that the history of receiving timely and accurate agenda and minutes has not met the Board of Commissioners expectations and requested that CalFire make efforts to improve.

7. Volunteer Firefighter Report – Brandon Winters

- Received approval for the 2024 VFC Grant
- Paged out to 90 calls
- Served at the Charter Appreciation event

8. Battalion Chief Report – Chief Main

- Status of Stryker Agreement
- Hire for fires
- Engine 368 back in service
- Starlink System
- Incidents

9. Chief's Report – Chief Carter

- Fire Marshall Position
- Deployments
- Cost Estimates for Contracts

10. 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.


1. Expenses (Startlink and Stryker)
2. Masten Roof
3. Fire Apparatus
4. Five-Year Plan
5. General Business Manager
6. Fire District Branding AD Hoc
7. South Santa Clara County Volunteers Procedures and Bylaws
8. Countywide Fire Services Review
9. District Vehicle & Apparatus Inventory
10. VFC Grant
11. Price comparison for fuel for Masten Station

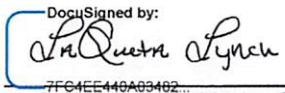
11. Commissioners' Comments

12. Next Meeting is October 9, 2024

13. Adjourn Meeting

There being no further business, the meeting was adjourned at 8:19 pm.

ATTEST 
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Ramon Lopez, Chairperson


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LaQueta Lynch, Clerk of the Board