



South Santa Clara County Fire District

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Baraka Carter, Fire Chief

MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING OF December 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, December 11, 2024, at the Masten Fire Station located at 10810 No Name Uno, Gilroy, CA 95021. Chairman Lopez called the meeting to order at 6:00 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, Monaco, Acker

b. Fire District Staff: Fire Chief Carter, Assistant Chief Alcantar
Battalion Chief Main,
Volunteer Firefighter Winter

c. Absent: Ludewig

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 address 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

Possible Action:

- a. Approve the November 13, 2024, Regular Meeting minutes.

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

4(b) Expenditures Approval

Commissioner Keesling inquired about Verizon payment. LaQueta Lynch stated that it was error regarding the payment amount showing on the expenditure report but will do some research and come back to the Board of Commissioners.

Possible Action:

- a. Approve Expenditures from November 1, 2024 – November 30, 2024.

4(c) Staff Reports Approval

Possible Action:

- a. Approve Incident Statistical Report.
- b. Approve Mitigation Fees Report.

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

4(d) Resolution No. 24-3 – Setting the Board of Commissioners 2025 Regular Meeting schedule.

Possible Action:

- a. Adopt Resolution No. 24-03 setting forth the Board of Commissioners 2025 Regular Meeting Schedule for monthly meetings.
- b. Adopt Resolution No. 24-03 setting forth the Board of Commissioners 2025 regular meeting schedule for Bi-Monthly meetings.

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

Regular Agenda Items for Discussion

5. Old Business Info/Action

5.1. Fee for Service Justification Study – Information

Receive a report on the status of the Fee for Service Justification Study.

Chief Alcantar reported that DTA may have a final report in a few days and stated that it will be included in the next agenda for recommendations to the Board of Supervisors.

5.2. 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 there is nothing new to update.

5.3. General Business Manager – Information

Receive a report regarding District General Business Manager position.

Commissioner Acker reported there is nothing new to report.

5.4. Fire Apparatus Ad Hoc Committee – Information

Receive a report on the status of the purchase for the replacement engine.

Commissioner Acker reported that Central Fire will be funding the cost for the new engines.

5.5. District Vendors and Services – Information

Receive a report on the consolidation of various services for the District.

Chief Alcantar mentioned that there is a possibility of consolidating the internet service provider and the long-distance service provider for the station's phone services. Commissioner Johnson expressed interest in collaborating with district staff to streamline the services for the district.

6. New Business

6.1. Budget workshop for Fiscal 2025/2026 – Action

Discuss and set a date for a Fiscal year 2026 budget cycle workshop.

The Board of Commissioners choose January 7, 2025, for the Budget workshop.

6.2. Consider Recommendation relating MSA SCBA's units – Action

Possible Action:

- a. Receive a report on the useful life of the MSA SCBA's units.
- b. Approve delegation of authority to the Fire Chief or designee to negotiate, execute, amend, and terminate all agreements and documents necessary for the donation of MSA SCBA units.

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

7. Volunteer Firefighter Report – Brandon Winters

- 3 new volunteers have been hired.
- Ride along
- Pancake breakfast made more funds this year than last year
- Toy drive will help 100 families

8. Battalion Chief Report – Chief Main

- EMS active shooter equipment received
- 95% response time
- New cardiac monitors will be in service by December 17, 2024.
- ABH funds have been submitted
- Host testing will start the week of December 16, 2024
- Radio software
- Update on Masten Roof project
- Incidents

9. Chief's Report – Chief Alcantar

- ABH funds have been submitted
- Grant writer
- Award to Chief Main

10. Events

Commissioner Johson asked if a future CPR event for the public could be done. Chief Alcantar stated that it possible could be done.

11. 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. Fee for Service
2. Five-Year Plan
3. General Business Manager
4. South Santa Clara County Volunteers Procedures and Bylaws
5. Fire Apparatus

12. Commissioners' Comments

13. Next Meeting is January 8, 2025

14. Adjourn Meeting

There being no further business, the meeting was adjourned at 7:18 pm.

Signed by:
ATTEST Ramon Lopez
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Ramon Lopez, Chairperson

LaQueta Lynch
LaQueta Lynch, Clerk of the Board