



SCHELL-VISTA FIRE PROTECTION DISTRICT

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MEETING MINUTES

Schell-Vista Fire Protection District Board of Directors Regular Meeting

Date: August 10, 2016
Time: 7:00 PM
Location: 22950 Broadway - Station #1

1. CALL TO ORDER / ROLL CALL

Director Kruljac called the meeting to order at 7:00. Directors Ernie Loveless, Joe Petersen, Bob Kruljac, Ken Finn, and Hal Stober were present. A quorum was met. Chief Ray Mulas and District Account Robin Woods were also present

2. PUBLIC COMMENT PERIOD

There were no public comments.

1. CONSENT CALENDAR

a. Approval of minutes from the July 6, 2016 meeting- **Action**

Director Loveless made a motion to approve the minutes of the July 6, 2016 meeting. Director Stober seconded the motion. There was no discussion or public comment. The motion passed unanimously, and the minutes were approved.

b. Approval of the minutes from the July 15, 2016 special meeting-**Action**

Director Finn made a motion to approve the minutes of the July 15, 2016 Special Meeting. Director Stober seconded the motion. There was no discussion or public comment. The motion passed unanimously, and the minutes were approved.

c. Approval of the Revised May 4, 2016 meeting - **Action**

Director Petersen made a motion to approve the minutes of the May 4, 2016 meeting. Director Finn seconded the motion. There was no discussion or public comment. The motion passed unanimously, and the minutes were approved.

d. Financial reports - **Action**

Director Stober made a motion to accept the Financial Report as presented. Director Finn seconded the motion. There was no discussion or public comment. The motion passed unanimously, and the Financial Report was approved.

Director Stober made a motion to approve 2015/16 Financial Statements to be given to the District's Auditor. Director Finn seconded the motion. There was no discussion. The motion passed unanimously, and the Financial Statements were approved.

2. CHIEFS' REPORT

a. Department Issues

Chief Mulas presented his "Chief's Report" (attached) to the Board.

b. Department activities

Chief Mulas briefed the board on the Fire Services Advisory Council meeting he attended.

He explained to the board the District is meeting with Glenn Ellen and Sonoma regarding a possible labor sharing agreement and are reviewing a "Valley" apprentice program.

Chief Mulas reported on the following meetings he attended:

- Region Three Chief's meeting
- Sonoma County Fire Chiefs Meeting

Chief Mulas explained that the Programming and Process committee met and came up with recommendations for staff to for an application process as follows:

- Instructions for the Application Form
- Application Form
- Guidelines for Considering Applications.

c. New Employee Application Process

The Chiefs interviews have been completed and background checks have been completed for the top 3 possible candidates. Next would be job offers pending physical exam.

OCCU-MED requested a letter from the Board of Directors approving the use of their services to perform the Districts Firefighter Services Physicals. Director Loveless made the motion to approve OCCU-Med to perform the District pre-employment physicals using Sonoma Valley Hospital at \$550 per exam, and DMV physicals using Sonoma Valley Hospital at \$93.15 per exam. Director Finn seconded the motion. There was no additional discussion. The motion was approved unanimously.

3. OLD BUSINESS

a. Facilities Committee (Petersen)

Director Petersen had nothing to report.

b. Budget Committee (Kruljac)

Director Kruljac advised the Board that the Budget Committee would be setting up a meeting to finalize the budget to present to the Board at the next meeting for review and approval.

c. Legislative Committee (Stober)

Director Stober had nothing to report.

d. Outreach Committee (Finn)

Director Finn will write a letter thanking the Volunteers for purchasing nozzles for the District.

4. NEW BUSINESS

a. Annexation

Director Loveless advised the Board that they met with the County regarding the tax share agreement and came to an agreement for 100% of the tax monies (approximately \$51,000) with the stipulation that the County would keep its agreement with the Race Track and that the Melrose for Myacamas' District stays as is. The District is now waiting for the letter from the County confirming the agreement. Once the letter is received, then the Annexation goes to the Board of Supervisors (First week of September) then to the Advisory committee for a "blessing" (second week of September) and then the proposal is presented to LAFCO. The estimated completion time for the Annexation is by January 1, 2017.

b. 2016 Goals

Tabled for future meeting.

c. Final review and adoption of the 2016-2017 CalPERS Actuarial.

After reviewing the CalPERS Actuarial, Director Loveless made the motion to adopt the 2016-217 CalPERS Actuarial. Director Petersen seconded the motion. Let the record reflect that there was no further discussion or public comments. The motion passed by unanimously vote.

d. CALPERS contract and Resolution-Adopt Final Resolution

Director Kruljac, presented Resolution 2016-08-01 authorizing and approving the contract between the SVFPD Board of Directors and CALPERS. Director Stober seconded the motion. Let the record reflect there was no further discussion nor public comments. The Resolution was adopted by the following vote:

Ayes-5 Nos-0 Absent-0

e. Employee Agreement Policy 1036 – Review and Accept

Director Kruljac questioned if the Board members had reviewed Policy 1036, Employee Agreement and if there were questions or comments. There were no questions or comments. Director Stober made the motion to Approve Policy1036, Employee Agreement. Director Petersen seconded the motion. There was no further discussion or public comments. The motion was approved by a unanimous vote.

f. Job Descriptions (Responsibilities per Board Member Assignments)

Director Kruljac asked Board members to make notes of their job description and duties based both on their position on the Board and Committees. By the end of the year The Board would like to have the descriptions written out.

5. CLOSED SESSION (Personnel Review)

There was no closed session.

6. ANOUNCEMENTS / GOOD of the ORDER

There were no announcements.

7. ADJOURNMENT.

Director Loveless made the motion to adjourn at 8:15 P.M. . Director Stober seconded the motion. The motion passed and the meeting was adjourned

Next scheduled meeting is September 7, 2016.