

**San Miguel Consolidated Fire Protection District  
Regular Meeting of the Board of Directors  
Wednesday, January 13, 2021, 5:30 pm**

***Minutes***

President McKenna called the tele/videoconference meeting to order at 5:31 pm.

Board Members Present: Directors Ek, McKenna, Nelson, Pomeranz, Raddatz, Robles and Vacio

Board Members Absent: None

Staff Present: Fire Chief Brainard, Division Chief Lawler, Administrative Officer/Finance Officer Harris, and Administrative Assistant Rians

Approval of Agenda: Chief Brainard asked that Agenda Items 14 & 15 be discussed prior to Closed Session. By Board Consensus, the agenda was approved.

The Agenda for the Regular Meeting of January 13, 2021 was posted at District Headquarters on Friday, January 8, 2021, at 5:00 pm.

Pledge of Allegiance: Director Ek led the Pledge of Allegiance.

Public Communications: None.

**Swearing in Ceremony, Judge Daniel Lamborn Presiding**

New Director Jesse Robles

**INFORMATIONAL AGENDA ITEMS**

**14. COVID-19 Update.**

- All Hands Effort – Operations, Admin and Fire Prevention
- COVID Expense to date =
  - Non-Personnel Expense = 191,000
    - Tracking for potential reimbursement
    - Original \$151,000
    - Additional \$40,000 Supplies
  - Personnel Expense caused OT to backfill = \$114,000
    - Tracking for potential reimbursement
    - Work Comp Payroll Expense - \$114,000
- COVID 19 / Coronavirus – Discussed by Division Chief Lawler
  - Enhanced cleaning protocols
  - Personnel trained to provide COVID testing in-house.
    - No cost for testing personnel
    - Testing immediate family members/cohabitants
    - Faster turnaround for results and personnel decisions
  - Personnel Impacts –
    - 6 positives
    - Several pending

- Several in quarantine
- Vaccinations
  - 67% of SMG personnel vaccinated.
  - Others can opt in later.
  - 5 paramedics trained as vaccinators.
- Operation Collaboration
  - County Directed
  - “O” Numbers for assigned OT personnel.
  - Goal to vaccinate 20,000 Care Facility Residents
    - SMG was the first at Amaya Springs in E14’s area.
  - 50% of all ICU beds are filled with Care Facility Residents
    - Direct Impact to 911 service
    - Key to freeing up hospital capacity and 911 units.

Director Nelson expressed concern regarding reimbursement, as well as San Miguel personnel being used for public vaccination without the Board having been notified. He also spoke about liability should a member of the public have an adverse reaction to the vaccine. Chief Brainard shared that administering vaccinations is an extension of our scope of practice and covered at both the State and County level under the Governor’s emergency declaration. O-numbers have been established and crews administering vaccines will be treated like a reimbursed strike team deployment.

Raddatz discussed budgetary items and how we are tracking expenditures and would like to see the District move forward with the finalizing of the expenditures and requests that it comes from the Contingency Fund. A resolution will be brought forward to the next meeting.

#### 15. Reports

- a. Committee Reports  
None
- b. Directors’ Reports  
None
- c. Chief’s Report
  - Action Plan Recap from December 9, 2020
    - None
  - Credible Threats – Op Area and specific to Central Zone
    - Conference call w FBI, Homeland Security and Op area
    - No credible threats for Op Area or specifically Central Zone
    - Every Fire and Law Enforcement Agency on alert
  - Retirements in December
    - Captain Kurt Fryling
    - Captain Brian Bayne
  - Promotions
    - Chief Roddey Blunt - Interim promotion
    - Captain Todd Romenesko
    - Captain Eric Hille
  - New Hire FF/PM Test Process
    - January 19<sup>th</sup>
    - 24 applicants

- CFD update -
    - Updated NBS documents received from NBS Jan 12, 2021
    - Sent to Property owner' attorney Jan 12, 2021.
    - NBS Fiscal Impact Analysis
    - Rate and Method of Apportionment
  - Phone Tree Evaluation
  - Significant Incidents
    - OES Type 1 ST Creek Fire in Fallbrook
    - RV Arson Fire w arrest, structure threat, downed power lines hazard
- d. Association of San Miguel Firefighters Communications  
Captain Jack Grogger commended Division Chief Lawler for his diligence in getting COVID information to the Local. Grogger also shared that the Association and Local have made donations to families affected by a couple significant incidents within the last couple months.
- e. Association of San Miguel Chief Officers Communications  
Chief Officers Association President, Battalion Chief Fuller, was off duty, so Battalion Chief Quinlan summarized staffing changes – Lawler promoted to Division Chief, BC Quinlan moved to A shift, and Blunt is interim Battalion Chief over Training Division. A Battalion Chief exam is being planned for May 2021. BC Fuller will participate in the County Wildland Drill. BC Durrell is Vice President of the Chief Officers Association.
- f. Correspondence  
Chief Brainard shared he had received some crew commendations, and shared Engine 23 participated in a drive-by birthday.

President McKenna adjourned the meeting to Closed Session at 6:24 pm.

#### CLOSED SESSION AGENDA ITEMS

1. Closed Session – Liability Claim  
(Section 54956.95 of the Government Code)  
Claimant: Herman R. Clark
2. Closed Session – Conference with Legal Counsel – Potential Litigation  
Agency Claim Against: San Miguel Consolidated Fire Protection District  
(Subdivision (b) of Section 54956.9 of the Government Code)  
Number of Cases: 1
3. Closed Session – Public Employee Discipline/Dismissal/Release/Reassignment  
(Government Code §54957)
4. Closed Session - Conference With Labor Negotiator (§54957.6)  
Agency Negotiators: Attorney Joseph Sanchez  
Directors Ek, McKenna, and Raddatz  
Employee Organization: Association of San Miguel Firefighters IAFF Local  
1434
5. Closed Session - Conference With Labor Negotiator (§54957.6)  
Agency Negotiators: Fire Chief Brainard

Unrepresented Employees: Division Chiefs

President McKenna reconvened the meeting to Open Session at 8:10 pm.

CONSENT AGENDA ITEMS

Upon a motion by Director Vacio, second by Director Robles, and vote (unanimously in favor), the consent agenda was approved.

6. Approve the Minutes: Regular Meeting of December 9, 2020
7. Approve Board Member Stipend Payments.

ACTION AGENDA ITEMS

8. Board Committee Selections – The Board President will make the committee selections for calendar year 2021.

Heartland Training Facility	– Director Ek (Robles)
Heartland Communications	– Director Vacio (Nelson)
CSDA, San Diego Chapter	– Director Raddatz
CSA 69	– Director Vacio (Raddatz)
Finance	– Directors Nelson, Raddatz, Robles (Pomeranz)
Negotiations	– Directors Ek, McKenna, Pomeranz
FAIRA Representative	– Fire Chief, Alternate – AO/FO Harris
PASIS Representative	– AO/FO Harris, Alternate – Fire Chief

[By Board Consensus, the Committee Selections for 2021 were approved.](#)

9. Resolution 21-01 – A Resolution of the Board of Directors of the San Miguel Consolidated Fire Protection District Relating to the Industrial Disability Retirement of Captain Herman R. Clark – The Board of Directors will consider adopting this resolution.  
[Upon a motion by Director Nelson, second by Director Ek, and vote \(unanimously in favor\), Resolution 21-01 was approved.](#)
10. Chief Officer's Association – Memorandum of Understanding – The Board of Directors will consider approving the MOU based on tentative agreement for the terms of January 1, 2021 – December 31, 2021.  
[Upon a motion by Director Ek, second by Director McKenna, and vote \(unanimously in favor\), the COA MOU was approved.](#)
11. Terms of Employment - The Board of Directors will discuss and may take action on ratifying the Terms of Employment for the following group: Unrepresented Executive Chiefs and Executive Staff for the term of January 1, 2021 – December 31, 2021.  
[Upon a motion by Director Vacio, second by Director Ek, and vote \(unanimously in favor\), this item was tabled to a future meeting.](#)
12. Terms of Employment - The Board of Directors will discuss and may take action on ratifying the Terms of Employment for the following group: Unrepresented Fire Prevention Management Staff for the term of January 1, 2021 – December 31, 2021.  
[Upon a motion by Director Vacio, second by Director Raddatz, and vote \(unanimously in favor\), this item was tabled to a future meeting.](#)

13. Terms of Employment - The Board of Directors will discuss and may take action on ratifying the Terms of Employment for the following group: Unrepresented Employees for the term of January 1, 2021 – December 31, 2021.

Upon a motion by Director Vacio, second by Director Pomeranz, and vote (unanimously in favor), this item was tabled to a future meeting.

15. Reports

g. Action Plan Recap

1. Review Emergency Declaration for COVID - Update Contingency Reserve Request and bring forward for discussion/review/approval.
2. Terms of Employment for all Unrepresented personnel tabled to a future meeting.

The next Board Meeting will be held Wednesday, February 10, 2021, 5:30 pm, via Zoom.

President McKenna adjourned the meeting at 8:18 pm.

Prepared and Submitted by:

**Shayna Rians**

Board Recording Secretary