



South Santa Clara County Fire District

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Jake Hess, Fire Chief

MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS SPECIAL MEETING FOLLOWED BY REGULAR MEETING OF December 4, 2019

1. CALL TO ORDER

The Joint Workshop of the Board of Commissioners of the South Santa Clara County Fire District was held on Wednesday, December 4, 2019 at the City Council Chamber Building. Mayor Pro Tem Spring called the workshop to order at 6:00 p.m. The Board of Commissioners of the South Santa Clara County Fire District attended the presentation of the findings of the Fire Services Hazard-Risk Assessment and Standards of Coverage Study. The regular meeting of the Board of Commissioners of the South Santa Clara County Fire District was called to order by Vice Chairperson Lewis at 7:10 p.m.

1.1 ROLL CALL

- A. Commissioners Present: Lewis, Acker, Monaco and Ludewig
- B. Fire District Staff: Chiefs Hess, Crawford and Provence
- C. Absent: Velasco and Scatena

1.2 INTRODUCTIONS Chief Clett, Interim Gilroy Fire Chief

1.3 DECLARATION OF POSTING OF AGENDA

Kim Camarena certified that the meeting's agenda was duly noticed and posted in accordance with Government Code 54954.2.

2. PUBLIC PARTICIPATION

None

3. AGENDA AMENDMENTS

None

4. MINUTES AND EXPENDITURES

4.1 Approve Board Meeting Minutes of October 9, 2019

On motion of Commissioner Monaco and seconded by Commissioner Acker, the October 9, 2019 minutes were approved by the following vote:

AYES: Monaco, Acker, Lewis and Ludewig

NOES: None

ABSENT: Scatena, Velasco

4.2 Approve October 2019/November 2019 Expenditures

On motion of Commissioner Monaco and seconded by Commissioner Ludewig, the expenditures from October and November 2019 were approved by the following vote:

AYES: Acker, Lewis, Ludewig and Monaco

NOES: None

ABSENT: Scatena, Velasco

5. BOARD, STAFF AND COMMITTEE REPORTS

5.1 Statistical Report of Incidents

There was no report for the period.

5.2 Battalion Chief Response Statistical Report

Chief Crawford summarized the statistical report of Battalion Chief Responses within the south county for the months of July and August 2019.

BCs responded to 173 incidents during this period – The BCs were on scene at 102 of those incidents, and on scene in less than 15 minutes 90% of the time.

5.3 Inspector Statistical Report

Craig Farley worked a total of 187 hours from August through November 2019. There were 22 new inspections and 25 follow-ups. There were 11 complaints/referrals that required response from his office. 19 plan reviews were conducted during the reporting period.

5.4 Volunteer Firefighters Report

Company 70 volunteers had 6 hours of training with 4 participants. The volunteers had one incident call. There are currently 8 active volunteers. The volunteers had 3 ride-along hours in the period. New volunteers have been notified and should be online mid-December 2019.

5.5 Mitigation Fees Report

There were two expenditures during the reporting period totaling \$11,637.38 for the UT Vehicle and radios. Total fees collected were \$5,041.00. Revenues collected reflect fees for 10,082 square feet of various construction.

The balance of the mitigation fund is currently \$304,217.57.

5.6 Correspondence

There is no correspondence for the reporting period.

6. OLD BUSINESS

6.1 Standards of Cover Study ♦ Information/Action

On motion of Commissioner Acker and seconded by Commissioner Ludewig, the Board of Commissioners received the report of the findings of the Standards of Coverage Study. The Board of Commissioners will discuss the findings of the Standards of Coverage Study at a Special Meeting on January 28, 2020.

AYES: Monaco, Lewis, Ludewig and Acker

NOES: None

ABSENT: Scatena, Velasco

6.2 Management Audit ♦ Information

Chief Crawford reported the Management Audit is complete. The Response Matrix for the Management Audit was completed and will be forwarded to County Counsel for review and legalization and will then be forwarded to the Board of Supervisors as a report.

6.3 Revenue Measure ♦ Information

Chief Hess reported the Revenue Measure is still being considered for the ballot.

6.4 Grants ♦ Information

Chief Provence reported the exhaust removal systems purchased with the AFG Grant are being installed. The South Santa Clara County Fire District has applied for the VFA Grant to purchase turnouts and radios.

6.5 Engine 67 ♦ Information/Action

On motion of Commissioner Acker and seconded by Commissioner Monaco, the Board of Commissioners approved the expenditure of an additional Fifteen Thousand Dollars (\$15,00.00) for adjustments not to exceed a total of Seven Hundred Fifteen Thousand Dollars (\$715,000.00).

AYES: Monaco, Lewis, Ludewig and Acker

NOES: None

ABSENT: Scatena, Velasco

7. NEW BUSINESS

7.1 Audit FY 2018/2019 ♦ Information/Action

On motion of Commissioner Acker and seconded by Commissioner Monaco, the Board of Commissioners moved to receive the final Financial Audit Report for the fiscal year ending June 30, 2019.

AYES: Monaco, Lewis, Ludewig and Acker

NOES: None

ABSENT: Scatena, Velasco

7.2 Acquisition of Mechanics Vehicle/Repurpose of Old Mechanics Vehicle ♦ Information /Action

This item was removed for consideration and will be discussed at a later date.

7.3 Fire Agencies Insurance Risk Authority (FAIRA) ♦ Information/Action

On motion of Commissioner Monaco and seconded by Commissioner Acker, the Board of Commissioners moved to approve the Sixth Amended Joint Powers Agreement of the Fire Agencies Insurance Risk Authority and the Updated Liability Risk Coverage

AYES: Monaco, Lewis, Ludewig and Acker

NOES: None

ABSENT: Scatena, Velasco

8. REQUEST FOR FUTURE AGENDA ITEMS

Commissioner Acker requests to move the approving of the financial audit to the February 12, 2020 regular meeting.

9. CHIEF'S REPORT

Chief Hess reported Cal Fire is moving to winter preparedness mode on December 9th, 2019. Fire Season is over and burn permit restrictions have been lifted.


10. GOOD OF THE ORDER

None.

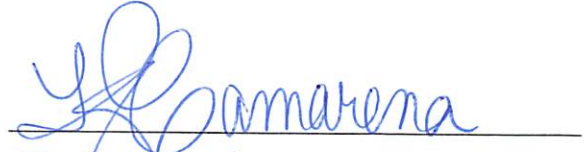
11. ADJOURN MEETING

The meeting was adjourned at 9:45 p.m. Next regular meeting: February 12, 2020 at Masten Fire Station.

ATTEST



Joan Marfia Lewis, Chairperson



Kim Camarena, Secretary