



South Santa Clara County Fire District

15670 Monterey Street Morgan Hill, CA 95037 • (408) 779-2121 • www.sscbfd.com

Jake Hess, Fire Chief

MINUTES OF THE SOUTH SANTA CLARA COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS REGULAR MEETING OF February 12, 2020

1. CALL TO ORDER

The regular meeting of the Board of Commissioners of the South Santa Clara County Fire District was held on Wednesday, February 12, 2020 at Masten Station. Vice Chairperson Lewis called the meeting to order at 6:03 p.m.

1.1 ROLL CALL

- A. Commissioners Present: Lewis, Acker, Ludewig and Scatena
- B. Fire District Staff: Chief Hess
- C. Absent: Monaco and Carlson

1.2 INTRODUCTIONS

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 December 4, 2019

On motion of Commissioner Acker and seconded by Commissioner Ludewig, the December 4, 2019 minutes were approved by the following vote:

AYES: Acker, Lewis, Ludewig and Scatena

NOES: None

ABSENT: Monaco, Carlson

4.2 Approve December 2019/January 2020 Expenditures

On motion of Commissioner Acker and seconded by Commissioner Ludewig, the expenditures from December 2019 and January 2020 were approved by the following vote:

AYES: Acker, Lewis, Ludewig and Scatena

NOES: None

ABSENT: Monaco, Carlson

5. BOARD, STAFF AND COMMITTEE REPORTS

5.1 Statistical Report of Incidents

Chief Hess summarized the report provided for November and December statistics. There were 249 aid responses to the South Santa Clara County Fire District and the District provided 278 responses to other agencies during these months with the majority to Morgan Hill and Gilroy. The South Santa Clara County Fire District provided 249 responses to the City of Morgan Hill of which 244 were South County. Morgan Hill provided 131 responses over the 2-month period. There were 398 calls in the district over the two-month period of which 323 were medical in nature with a total of 1774 for the year in medical and an overall total of 2201.

Of the District's incidents, 81% were medical, 12% were fires/Struct. fire with 1% being vegetation fires and 6% public assistance.

5.2 Battalion Chief Response Statistical Report

Chief Hess summarized the statistical report of Battalion Chief Responses within the south county for the months of November and December 2019.

BCs responded to 128 incidents during this period - The BCs were on scene at 78 of those incidents, and on scene in less than 15 minutes 69% of the time.

5.3 Inspector Statistical Report

There was no report for the period.

5.4 Volunteer Firefighters Report

Company 70 volunteers had a 3-day mini academy/orientation in early January that consisted of 24 hours of training with 12 attendees. 8 attendees were new hires and 4 were existing members. There were 4 hours of regular training. The volunteers had no incidents and no ride-along hours. There are currently 12 active members. The Christmas toy drive was in December and 10 members participated for 5 hours.

5.5 Mitigation Fees Report

There was one expenditure during the reporting period totaling \$75,472.80 for the purchase of two pick-up trucks. Total fees collected were \$43,411.00. Revenues collected reflect fees for 69,766 square feet of various construction.

The balance of the mitigation fund is currently \$281,614.41.

5.6 Correspondence

There is no correspondence for the reporting period.

6. OLD BUSINESS

6.1 Standards of Cover Study ♦ Information

Chief Hess provided information from the Standards of Cover study. Chief Hess met with the City of Morgan Hill and Gilroy City Managers to discuss the standards of Cover study and will provide further information at a later date.

6.2 Management Audit ♦ Information

Chief Hess reported the management audit has been completed and is available on the SSCCFD website.

6.3 **Grants ♦ Information**

Chief Provence reported the AFG Grant has re-opened. The South Santa Clara County Fire District will focus on purchasing handheld Motorola radios. Purchasing on the VFA grant has been started. Pagers for the volunteers will be the next items to be purchased. The OTS grant was submitted. The OTS grant is for \$80,000 to replace equipment on the engines. SSCCFD will be applying for the next AFG grant.

6.4 **Audit FY 18/19 - ♦ Information/Action**

On motion of Commissioner Scatena and seconded by Commissioner Ludewig, the Board of Commissioners approved the final Financial Audit Report for the fiscal year ending June 30, 2019.

AYES: Acker, Lewis, Ludewig and Scatena

NOES: None

ABSENT: Monaco, Carlson

7. **NEW BUSINESS**

7.1 **Budget ♦ Information**

Chief Hess Reported the FY 20/21 budget is currently being drafted. The final draft will be provided at the next meeting.

7.2 **Commissioner Recruitment ♦ Information**

Chief Hess reported County Counsel is working to change the Maddy Report to allow interested persons to apply for and be appointed to an available Commissioner vacancy that is outside the required geographic location if there are no interested applicants within the geographic location.

8. **REQUEST FOR FUTURE AGENDA ITEMS**

9. **CHIEF'S REPORT**

Chief Hess had no new information.

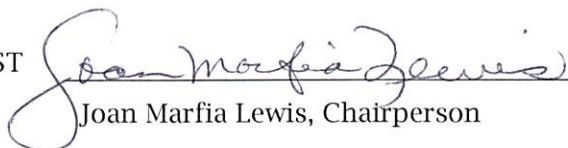
10. **GOOD OF THE ORDER**

None.

11. **ADJOURN MEETING**

The meeting was adjourned at 7:45 p.m. Next regular meeting: April 8, 2020 at Morgan Hill Fire Station.

ATTEST


Joan Marfia Lewis, Chairperson


Kim Camarena, Secretary