

**NORTH CENTRAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING
THURSDAY, FEBRUARY 27, 2020
5:30 P.M.
MINUTES**

1. CALL TO ORDER

District Board Chair Mr. Ken Abrahamian called the meeting to order at 5:35 p.m.

Roll Call

Board Members Present: Mrs. Cheryl Belluomini, Mr. Michael Foglio, Mr. Rusty Nonini, Mr. Ken Abrahamian and Ms. Amanda Souza.

Also present were Fire Chief Tim Henry, Mr. Ken Price and Mr. Joe Barcelos.

2. INVOCATION AND FLAG SALUTE

The invocation was led by Pastor Bryan Arabian and the flag salute was led by Chief Henry.

3. PUBLIC COMMENTS

City of Kerman Police Chief John Golden introduced himself to the District Board. I just wanted to take this opportunity to thank this board for its work and dedication in providing fire protection services for the City of Kerman. I have had the opportunity to work with your fire department and the personnel since their swearing in and I am nothing but impressed with the members of the fire department.

On behalf of the City of Kerman, my officers and the men and women that work for the Police department, I want to thank the District Board and publicly thank Chief Henry and his staff for their dedication and integration into the community. The fire department never hesitates to lend a helping hand and show up with smiling faces. Again, thank you, and if there is anything my department can do for the District, 24-hours a day, I'm just a phone call away, Chief Henry has all my numbers.

The District Board thanked Chief Golden for coming to the meeting to introduce himself, for the relationship our District has with the Police Department and his commitment to assist the District whenever needed.

4. CONSENT AGENDA

A. Consideration and Approval of Disbursements List for January 2020

B. Review and Acceptance of Monthly Financial Reports

- 1) District Cash Balances Report – All Funds**
- 2) Budget Variance Report: YTD Expenses Compared to Budget**
- 3) Revenue and Reimbursement Report**
- 4) PG&E Report**

Mr. Abrahamian asked the District Board and members of the public if there were any items on the Consent Agenda they would like to pull from the agenda for

discussion or questions. There were no items pulled so Mr. Abrahamian called for a motion.

Motion: To approve the Consent Agenda as presented.

Moved by: Mr. Foglio, second by Mrs. Belluomini

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|-----------------|------------------|-------------|-------------|------------|-------|
| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

5. APPROVAL OF MINUTES

A. Minutes of the Regular Board Meeting of January 23, 2020.

There were no questions or comments

Motion: To approve the minutes of the Regular Board Meeting of January 23, 2020 as presented.

Moved by: Mrs. Belluomini, second by Mr. Foglio.

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| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

6. FIRE CHIEF REPORT

A) Fire Incident Fire/Prevention Reports for January

Chief Henry stated you should have received a fire incident and fire prevention report by email and asked the District Board if they had any specific questions about the report. The calls for this month are a little bit down from last year at this time. We had a total of 327 calls in the district, sixty-two (62) percent which is a little bit less than normal for EMS and rescue calls, and seven (7) percent of the total calls were fire calls.

Chief Henry stated on the fire prevention side, the District had an increase in permits being pulled for construction specifically here in Kerman. The District is in the process of plan review for a new tract at Siskiyou and Whitesbridge and we also signed off on over 200 new homes going in just west of Walmart in a lot that is currently vacant. Fourteen (14) acres of this lot will actually be for more commercial properties.

There were no questions from the District Board. Chief Henry mentioned he will provide a summary page of the incident and prevention report in their board packet starting next month as well as sending the entire incident and fire prevention report to them by email.

B) Auto-Aid Agreement – Fresno Fire

Chief Henry stated last year at this time Ken Price and I drafted an auto-aid agreement and presented it to the City and they finally responded to it this month. We are now in negotiations and discussions on an auto-aid agreement area. In the service agreement that started last year on July 1st, the City agreed to respond

into a specific narrow geographical location along highway 99. In the past six months, the City has responded into this area 320 times so in a year they would respond approximately 650 times into this area. The City is looking to reduce the number of calls they respond to in this area by renegotiating the boundaries of the map reducing the size of this geographical area and reduce the amount of times they respond into the district. The City agreed to this area six months prior to us hiring employees. The service the City provided the District in this area has not been a true auto-aid agreement where both agencies respond into this area but a one-way service the City provided. Now the City is satisfied with the professionalism, training, and staffing requirements the District has in place and is now ready to negotiate an auto-aid agreement where both agencies respond into the agreed upon area.

Chief Henry stated the City is asking the district to respond into the City anywhere west of highway 99 in the City's incorporated area. The agreement, like a true auto-aid agreement would be closest engine responds into the agreed upon areas we negotiate with the City in the new agreement. The negotiations just started so hopefully within a couple months I will have something to bring back to the District board for your review and approval.

C) Personnel Update

Chief Henry updated the District Board on the recent personnel changes. In November the District promoted two Fire Engineers to Fire Captain which left two vacancies in the Engineer rank. In addition to the two vacancies from these promotions, one Fire Engineer resigned in February leaving three vacancies in the Engineer rank.

On February 25, 2020, one of the District Firefighters resigned to take a position with Bakersfield City Fire Department. With the anticipated promotions in the Fire Engineer rank we expect to now have four Firefighter vacancies to fill.

We are currently on schedule to administer a promotional exam for the Fire Engineer rank on April 14th & 15th. The exam will be open to internal candidates only (14 NCFPD Fire Fighters). Immediately following the certification of the promotional list, three engineers will be promoted and a Fire Fighter Exam will be conducted.

The Firefighter applicants will be required to have completed a State Fire Marshal Fire Fighter I (FFI) Academy that meets or exceeds the time and credentials of the Fresno Community College (FCC) FFI Academy. Preference points will be awarded for military veterans and additional preference points for current and former NCFPD student interns.

7. RESOLUTION NO. 20-01 AMENDING RESOLUTION NO. 19-02 TO MAKE CHANGES TO ESTABLISHED SALARIES AND BENEFITS FOR CURRENT AND FUTURE EMPLOYEES

A) Action item – Consider and adopt Resolution No. 20-01 amending Resolution No. 19-02 to make changes to established salaries and benefits for current and future employees.

Chief Henry stated there is a need to amend the District's salary and benefit resolution to add two positions, to update the language in the retirement plan section and sick leave, and to increase the District's health insurance cap from \$1,500 to \$1,600.

The two positions being added are a Paid Intern and a Firefighter Trainee. The Firefighter Trainee will be a limited time position to help with vacancies. The District currently has three vacant engineer positions and one firefighter vacancy. Paid Interns is the other position being added and will work part-time to help fill some of the vacancies already mentioned as well as work other times when needed.

Chief Henry went through the resolution with the District Board and pointed out the changes being made and provided the reason for the changes. After Chief Henry answered a few questions from the District Board, Mr. Abrahamian called for a motion.

Motion: To adopt Resolution No. 20-01 amending salary and benefit Resolution No. 19-02 to make changes to salary and benefits for current and future employees.

Moved by: Mrs. Belluomini, second by Ms. Souza.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Aye Aye Aye Aye Aye 5/0

8. BID PROPOSALS FOR STATION 55 PARKING RENOVATION PROJECT

A) Action item – Consider and award the lowest qualified bid or reject all bids submitted for the Station 55 Parking Renovation Project.

Mr. Barcelos described the Parking Renovation Project and reminded the District Board about the classroom the District is purchasing from the school district which will be installed on the pad being constructed as part of this project. Mr. Barcelos described the process he used to advertise the Request for Proposals (RFP) sent out to prospective bidders. He stated the District received ten (10) proposals which is a good amount of proposals for this project and pointed out the list of bids received by the District. Mr. Barcelos went through the scope of work to be performed for the project and went over the site plan with the District Board.

Chief Henry answered a few questions from the District Board about the arrival of the classrooms and how it will coincide with the completion of this project. After some discussion and a few more questions, Mr. Abrahamian called for a motion to accept the bid submitted by Bush Engineering, Inc.

Motion: To award the bid proposal submitted by Bush Engineering and authorize Chief Henry to move forward with a contract for the work to complete this project.

Moved by: Mr. Nonini, second by Mr. Foglio.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Aye Aye Aye Aye Aye 5/0

9. RESOLUTION NO. 20-02 APPROVING THE ADOPTION OF THE PUBLIC AGENCIES PRE-FUNDED OBLIGATIONS AND POST-EMPLOYMENT BENEFITS (OPEB) TRUST ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS).

A) Action item – Consider and adopt Resolution No. 20-02 approving the adoption of a public agencies trust administered by PARS for pension pre-funding and OPEB obligations.

Mr. Barcelos described the rate stabilization program provided by the Public Agency Retirement Services (PARS) and the Section 115 irrevocable trust (trust) PARS uses for the program. Mr. Barcelos took the District Board through the ways a trust can be used and the benefits to agencies that open this type of trust. He stated there is no cost to the District to open the trust and no requirements at any time to make payments into the trust. The funds in the trust can only be used to make employer pension liabilities but the District will have full control on the timing of when contributions and distributions are made.

Chief Henry reminded the District Board of the Pension Plan the District has with PARS and some of the safeguards in Pension Plans due to the reforms enacted a few years ago to all Government Agency defined benefit plans. Chief Henry described the uses and flexibility the District would have with this rate stabilization program trust.

Chief Henry and Mr. Price answered a few questions and addressed any District Board concerns. After some discussion, Mr. Abrahamian called for a motion.

Motion: To adopt Resolution No. 20-02 authorizing Chief Henry as Plan Administrator to execute the PARS legal and administrative documents on behalf of the District to open the PARS Pension Rate Stabilization Program Trust.

Moved by: Mr. Nonini, second by Ms. Souza.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Aye Aye Aye Aye Aye 5/0

10. BOARD MEMBER COMMENTS/REPORTS

Mr. Foglio thanked Chief Henry for the invitation to the Fresno/Clovis Prayer Breakfast.

11. ANNOUNCEMENTS

A) Next Regular Board Meeting: Thursday, March 26, 2020 at 5:30 p.m.

12. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: Number of Cases: 1

The closed session was not needed.

13. ADJOURNMENT

Motion: To adjourn the meeting at 6:37 p.m.

Moved by: Mr. Nonini, second by Mr. Foglio.

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| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

Amanda Souza, Board Secretary
North Central Fire Protection District

Date