



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

FEBRUARY 21, 2023

5:00 p.m.

The February 21, 2023, meeting will be available via Zoom. The public may attend remotely using either:

The Zoom app, [Zoom website (<https://zoom.us/>)] [Meeting ID: 870 1784 6503; Passcode: 631628] at <https://us06web.zoom.us/j/87017846503?pwd=ekF0RGt1Mm4vWXgrRFpXbUIPUFlmdz09> or Dial by your location: +1 669 900 6833 US (San Jose); Meeting ID: 870 1784 6503; Passcode: 631628

The public may provide comments in advance or real-time by emailing ncboardcomments@ncfire.org. E-mailed comments received will be read into the record by Staff.

LOCATION:

**FALLBROOK PUBLIC UTILITY DISTRICT
990 EAST MISSION ROAD
FALLBROOK CALIFORNIA**

PUBLIC ACTIVITIES AGENDA

For those joining us for the Public Activities Agenda, please feel free to depart at the close of the agenda. We invite you to stay for the remainder of the business meeting.

CALL TO ORDER

ROLL CALL

MOMENT OF REFLECTION/SILENCE

PLEDGE OF ALLEGIANCE

1. Public Comment – President Acosta (pgs.1-2)
Standing Item: Members of the Public may directly address the Board of Directors on items of interest to the Public provided no action will be taken on non-agenda items. The Presiding Officer may limit comments to three minutes per speaker (Board of Directors Operations – Elections, Officers and Terms SOG § 4.2.6.3.).

ACTION AGENDA

Consent Items:

All items listed under the Consent Items are considered routine and will be enacted in one motion. There will be no separate discussion of these items prior to the Board action on the motion, unless members of the Board, Staff or public request specific items be removed from the Consent Agenda.

2. Approve Regular Board Meeting Minutes, January 24, 2023 (pgs. 3-10)
Standing Item: Review and approve minutes from January meeting as presented.
3. Review and Accept Financial Report for January 2023 (pgs.11-20)
Standing Item: Review and accept financial report for December as presented.
4. Review and Approve Policies and Procedures (pgs.21-30)
 - a) *Career Path and Development: Housekeeping changes to reflect current practice and MOU language.*
 - b) *Tuition/Certification Reimbursement: Housekeeping changes to reflect current practice and MOU language; revisions to reimbursement protocols.*
5. Monthly Operations Activity Report (pgs. 31-42)
Standing Item: Monthly Report demonstrating call mix, turnout time, call by unit, transports, total response times, aid received & provided, monthly inspection report, health & safety – injuries & accidents and turnover of care statistics.

Note: The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, District business. If you need assistance to participate in this meeting, please contact the District Office 72 hours prior to the meeting at (760) 723-2012.

Regular Board Meeting Feb. 21, 2023



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

FEBRUARY 21, 2023

5:00 p.m.

6. Review and Accept Annual Fire Prevention Report (pgs.43-48)
➤ *Recurring Item: Review and accept annual fire prevention report as presented.*

Action Items:

All items listed under the Action Items Agenda will be presented and discussed prior to the Board taking action on any matter. Members of the public may comment on items at the time they are presented. Time certain items will commence precisely at the time announced in the Agenda.

7. Sole Source Station Alerting Purchase and Contract for Service Installation – Division Chief MacMillan (pgs.49-50)
➤ *New Item: Consider the sole source purchase and installation of a Primary Dispatch G2 FSA System, Mobile App Service, Mapping Service along with a warranty and support contract.*
8. Sale of Surplus Vehicles – Admin. B/C DeCamp and Chief McReynolds (pgs.51-52)
➤ *New Item: Consider approving the sale of three (3) District owned surplus vehicles.*
9. Emergency Facility Roof Repairs and California Environmental Quality Act Exemption – D/C MacMillan and Chief McReynolds (pgs.53-70)
➤ *New Item: That the Board adopt Emergency Resolution 2023-01 to enter into a contract with Sylvester Roofing to address rain-related roof damage at two locations.*
10. Call for Nominations – Appointment to LAFCO Consolidated Redevelopment Oversight Board – Chief McReynolds and BC Canpinar (pgs.71-76)
➤ *New Item: Consider nominating a representative from the nineteen (19) eligible special districts to serve on the Consolidated Redevelopment Oversight Board.*

DISCUSSION AGENDA

No action shall be undertaken on any Discussion item. The Board may: acknowledge receipt of the information or report and make comments; refer the matter to Staff for further study or report; or refer the matter to a future agenda.

11. NHA Advisors Presentation – Chief McReynolds and FM Juul (pgs.77-78)
➤ *Recurring Item: Pension update and fiscal sustainability discussion.*

Standing Discussion Items:

All items listed under the Standing Discussion Items are presented at every meeting.

- **LEGAL COUNSEL REPORT:** (pgs.79-80)
“SB1439: New Rules on Campaign Contribution Disclosure”
- **WRITTEN COMMUNICATION:** (pgs.81-88)
 - Board Recognition Program
- **NEWS ARTICLES** (pgs.89-106)
- **COMMENTS/QUESTIONS** (pgs.107-108)



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

FEBRUARY 21, 2023

5:00 p.m.

- **Staff:**
 - Chief McReynolds
 - Other Staff
- **Board**
- **Bargaining Groups**
- **Public Comment**

CLOSED SESSION

The Board will enter closed session to discuss items as outlined herein. As provided in the Government Code, the public will not be present during these discussions. At the end of the Closed Session, the Board shall publicly report any action taken in Closed Session and the vote or abstention on that action of every member present) in accordance with Government Code § 54950 ET. seq.

CS-1. There are no closed session items for the February 21, 2023, Board Meeting. (pgs.109-110)

ADJOURNMENT

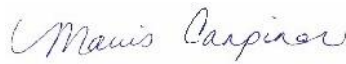
Scheduled Meetings:

The next regularly scheduled Board meeting is **Tuesday, March 28, 5:00 p.m.**

CERTIFICATION OF AGENDA POSTING

"I certify that this Agenda was posted in accordance with the provisions of the Government Code § 54950 et. seq. The posting locations were: [1] the entrance of North County Fire Protection District Administrative Offices, [2] Fallbrook Public Utility District Administrative Offices and [3] the Roy Noon Meeting Hall; [4] District's website at <http://www.ncfire.org>. The agenda was also available for review at the Office of the Board Clerk, located at located at 330 S. Main Avenue, Fallbrook (760) 723-2012. Materials related to an item on this Agenda submitted to the District after distribution of the agenda packet, are available for public inspection in the Office of the Board Clerk, during normal business hours or may be found on the District website, subject to the Staff's ability to post the documents before the meeting. The date of posting was February 10, 2023.

Board Clerk Mavis Canpinar:



Date: February 10, 2023

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Regular Board Meeting Feb. 21, 2023

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
FIRE CHIEF/CEO**

TO: BOARD OF DIRECTORS
FROM: KEITH MCREYNOLDS, FIRE CHIEF/CEO
DATE: FEBRUARY 21, 2023
SUBJECT: PUBLIC COMMENT

PUBLIC COMMENT:

1. *Members of the Public may directly address the Board of Directors on items of interest to the Public provided no action will be taken on non-agenda items. The Board President may limit comments to three minutes per speaker (Board of Directors Operations – Elections, Officers and Terms SOG § 4.2.6.3.).*

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1 **January 24, 2023**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Acosta called the meeting to order at 5:00 p.m.

5 **A MOMENT OF SILENCE WAS OBSERVED.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Acosta, Egkan, Munson, Pike and Shaw.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO McReynolds, Attorney James, General Counsel Steinke, DFC Mahr,
11 D/C MacMillan, FM Fieri, F/M Juul, IT Specialist Swanger, B/Cs DeCamp and Bradshaw and members
12 of the public and Association.

13
14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Acosta addressed the audience and inquired whether there
16 were any public comments regarding items not on the agenda. Marcia Slaven approached the podium
17 and introduced herself. Ms. Slaven discussed her previous planning commission experience and
18 expressed concerns regarding the threat of wildfire hazards in her community of Oak Crest. Ms.
19 Slaven requested a follow-up appointment with Staff to discuss forest management and would like to
20 participate in educating her surrounding community on fire prevention and protection. Chief
21 McReynolds thanked Ms. Slaven and advised her that Staff would reach out to her after the meeting.

22 President Acosta then asked if there were any other public comments, at which point Jan
23 Scott approached the podium to introduce herself to the Board. Ms. Scott expressed interest in The
24 Firewise USA program, which is a program that helps residents in a geographic area get organized,
25 find direction, and take action to increase the ignition resistance of their homes and community, which
26 may help reduce wildfire risks. Ms. Scott has plans to research how Fallbrook can become a Firewise
27 community and is in the process of reaching out to community groups to collaborate a plan. Second,
28 Ms. Scott expressed concerns about how best to evacuate both senior and disabled community
29 members in the event of a wildfire and feels a community-wide plan needs to be implemented to help

30 facilitate an emergency evacuation for this demographic. Lastly, with future residential and
31 commercial development scheduled, Ms. Scott strongly believes the Fallbrook and Bonsall community
32 will need a hospital to adequately serve the community, with the most appropriate location being the
33 southwest corner of the I-15 corridor. Ms. Scott is working closely with the Supervisor's office to
34 explore this further. Chief McReynolds thanked Ms. Scott and informed her that a member of Staff will
35 reach out to her directly to discuss her concerns in further detail.

36 President Acosta asked the audience if there was any additional public comment. Captain
37 Harrington, seated in the audience, informed the Board that Firefighter Lian, Association President,
38 would like to reach out to each Board member individually to introduce himself. Captain Harrington
39 advised the Board that the Firefighter Lian had to leave the Board meeting unexpectedly. President
40 Acosta thanked Captain Harrington and looks forward to working with Firefighter Lian in the future.

41 There being no more public comment, the public comment section was closed.

42 2. **RECOGNITION OF RETIRING EMPLOYEES— CHIEF MCREYNOLDS:** Chief McReynolds recognized
43 and thanked retiring member, Greg Mann, for his 33 years of faithful service to the District. B/C Mann
44 expressed gratitude both to the Board and to NCFPD for allowing him to serve the community of
45 Fallbrook.

46 Chief McReynolds recognized and thanked Loren Stephen-Porter for her 20 years of dedicated
47 service. BC Stephen-Porter thanked the Board and expressed how much she enjoyed her time working
48 for the District and serving the public.

49 **ACTION AGENDA**

50 **CONSENT ITEMS:**

- 51 3. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR DECEMBER 13, 2022**
- 52 4. **REVIEW AND ACCEPT FINANCIAL REPORT FOR DECEMBER 2022**
- 53 5. **REVIEW AND ACCEPT POLICIES & PROCEDURES**
- 54 6. **REVIEW AND ACCEPT THE MONTHLY OPERATIONS ACTIVITY REPORT**
- 55 7. **REVIEW AND ACCEPT FOURTH QUARTER 2022 CUSTOMER SATISFACTION SURVEY**

56 President Acosta inquired whether there were any questions on Consent Items 3-7. There
57 being no discussion, President Acosta asked for a motion to approve the Consent Agenda. On a

58 motion by Vice President Egkan seconded by Director Pike, the motion to approve the Consent
59 Agenda as presented passed unanimously.

60
61 **ACTION ITEMS:**

62 **8. REVIEW AND ACCEPT FINANCIAL AUDIT FOR FY 21/22 – FM JUUL AND CHIEF McREYNOLDS:**

63 Paul Kaymark from Nigro and Nigro presented the financial audit for FY 21/22 as attached. Vice
64 President Egkan asked Mr. Kaymark about the option of using some of the funds that will be used to
65 pay down debt to help with funding the building of Station 4. Mr. Kaymark advised the Board with the
66 current climate of interest rates it is best to pay down existing debt. On a motion by Director Munson
67 seconded by Director Pike, the motion to accept the FY 21/22 Audit passed unanimously.

68
69 **9. CONSIDER AND NOMINATE REPRESENTATIVE(S) FOR REGULAR AND ALTERNATE SPECIAL DISTRICT**

70 **MEMBER ON LAFCO COMMISSION – CHIEF McREYNOLDS:** Chief McReynolds advised the Board there is
71 a Regular and Alternate seat up for election on the LAFCO Commission. There are two incumbents
72 expected to run: Barry Willis and David Drake. The term will be four (4) years and will commence on
73 May 1, 2023. Chief McReynolds informed the Board that Director Pike expressed interest in being
74 nominated; Mission Resource Conservation District has already nominated Director Pike as a candidate
75 for the San Diego LAFCO Commission. Vice President Egkan indicated he would like to nominate
76 Director Pike. Vice President Egkan stated he has worked previously with Director Pike through the
77 decennial redistricting and reapportionment process following the 2020 census. He watched Director
78 Pike spend countless hours both educating our community and attending every commission meeting,
79 even staying for meetings that ran until midnight. Vice President Egkan observed massive mailing lists
80 compiled and generated by Director Pike which helped garner a tremendous amount of community
81 support for Fallbrook that rivaled large cities. Vice President Egkan knows how much dedication and
82 relationship-building it takes to be successful with a LACFO nomination as he ran before
83 unsuccessfully. Vice President Egkan expressed his confidence in Director Pike’s ability and
84 commitment to building lasting relationships that lead to success with Districts throughout the County
85 and advised the Board he would like to nominate him. On a motion by Vice President Egkan seconded

86 by Director Shaw, the motion to nominate Director Pike to serve on the San Diego Local Agency
87 Formation Commission (LAFCO) passed by the following roll call vote:

88 **AYES:** Acosta, Egkan, Munson, Shaw; **ABSTAIN:** Pike

89
90 10. **DISTRICT COUNSEL TRANSITION – CHIEF McREYNOLDS:** Chief McReynolds reminded the Board
91 of their decision to move forward with a contract with Burke, Williams and Sorenson to provide the
92 District’s general counsel services. Vice President Egkan expressed his understanding that having a
93 firm that is versed in contract, labor, real estate, redistricting, and election law is necessary in the
94 current litigious climate. On a motion by Director Munson seconded by Vice President Egkan, the
95 motion to extend Attorney James’ contract through June 2023, at which time the contract will be
96 reviewed further, allowing Attorney James to serve the District as Special Counsel, passed
97 unanimously.

98
99 **DISCUSSION AGENDA**

100 11. **STRATEGIC PLAN DISCUSSION-CHIEF McREYNOLDS:** Chief McReynolds presented the strategic
101 plan to the Board.

102 12. **FACILITY UPDATE PRESENTATION-DIVISION CHIEF BRIAN MACMILLAN:** D/C MacMillan presented
103 recent facility upgrades. Vice President Egkan asked who painted the mural in Station 1 and D/C
104 MacMillan informed the Board it was created by Engineer Chad Spencer.

105
106 **STANDING DISCUSSION ITEMS:**

107 ● **LEGAL COUNSEL REPORT:** Counsel Steinke introduced herself to the Board and presented
108 her report. This is informational only, no action required.

109 ● **WRITTEN COMMUNICATIONS:** None.

110 ● **BOARD RECOGNITION PROGRAM:** The Board recognized the individuals included in the Staff
111 Report. This is informational only, no action required.

112 ● **NEWS ARTICLES:** This is informational only, no action required.

113 ● **COMMENTS:**

114 ● **STAFF REPORTS/UPDATES:** These items are informational only, no action required.

115 ● **KEITH McREYNOLDS, FIRE CHIEF/CEO:** Chief McReynolds informed the Board on the
116 following topics:

- 117 ○ The February Board meeting is a week early, on Tues., Feb. 21, 2023.
- 118 ○ A Wildfire Preparedness Symposium will be held on Sat., March 25, 2023, at the
119 Fallbrook High School.
- 120 ○ Campus Park West had a meeting with Staff to discuss the land across from Station
121 4. There will be a need to discuss CFD revenue in the future.
- 122 ○ NCFPD was approached by a college that is possibly interested in building a site near
123 Rice Canyon to the east. There is a possibility the District may need to annex some of
124 the property into our District.
- 125 ○ The preliminary budget will be coming up in May.
- 126 ○ There are some emergency roof repairs at Station 1 and the Administrative Building
127 that need to be completed as soon as possible.
- 128 ○ A pump pod project demonstration will take place Wed., Jan. 25, 2023, at 9 a.m. at
129 Station 1.
- 130 ○ There was structure fire on Main Street today involving a shipping container. There
131 was minor damage to the contents in the container and no structural loss.

132 ● **CHIEF OFFICERS AND OTHER STAFF: BC CANPINAR:** BC Canpinar informed the Board that
133 details and information regarding the CSDA Leadership Academy scheduled for the end February
134 will be coming soon. **B/C JOSEPH BRADSHAW:** B/C Bradshaw thanked the Board and expressed
135 gratitude to be in his new role and confirmed his attendance at the pump pod demonstration. **ADMIN.**
136 **B/C DECAMP:** Admin B/C DeCamp confirmed his attendance at the pump pod demonstration and
137 informed the Board that he is currently involved in firefighter training. **F/M FIERI:** F/M Fieri educated
138 the Board on the Fire Resource and Assessment Program Map (FRAP Map) which classifies
139 vegetation hazard zones located in State Responsibility Area (SRA) into three (3) categories:
140 moderate, high, and very high. Starting in March, this map will include the Local Response Area
141 (LRA). Currently, forty-nine percent (49%) of the Fallbrook and Bonsall area is considered high range,
142 throughout both the LRA and SRA. There are areas of town, the Olive Hill area in particular, that went
143 from the moderate category to very high. F/M Fieri informed the Board there is no opportunity for

144 NCFPD to change the FRAP Map, as it was designed by the state. Director Pike asked F/M Fieri what
145 our community can do since we can't change FRAP Map and F/M Fieri responded that the public
146 could express their concerns directly to the state. **DFC MAHR:** DFC Mahr advised the Board that
147 decision was made to discontinue the use of the additional BLS unit, as conditions no longer
148 warranted its service. The unit ran for 20 days total. This decision will not impact staffing. DFC Mahr
149 provided an update to the firefighter/paramedic testing; a final hiring decision will be made to
150 tomorrow.

151 ● **BOARD: DIRECTOR SHAW:** Director Shaw thanked BC Canpinar for her assistance in filing
152 several items and thanked the Chief for the Strategic Plan presentation. **DIRECTOR PIKE:** Director Pike
153 expressed enthusiasm in the LAFCO nomination and looks forward to the campaign. He thanked
154 Vice President Egkan for his nomination and confirmed he currently has the support of twelve (12)
155 other Boards groups. **VICE PRESIDENT EGKAN:** Vice President Egkan informed the Board about a
156 CSDA initiative that will come out on the 2024 ballot, which would affect special districts. **DIRECTOR**
157 **MUNSON:** Director Munson had no comment. **PRESIDENT ACOSTA:** President Acosta stated she is
158 excited to be serving the public as our current Board President.

159 ● **BARGAINING GROUPS:** No comments.

160 ● **PUBLIC COMMENT:** No comments.

161

162 **CLOSED SESSION**

163 ● **OPENING CLOSED SESSION:**

164 At 6:46 p.m., President Acosta inquired whether there was a motion to adjourn to Closed Session.
165 There being no objection, President Acosta read the items to be discussed in Closed Session and
166 then Open Session was closed. A short break ensued after the reading of the Closed Session Items.

167 At 6:53 p.m., the Board entered Closed Session to hear:

168 CS-2: **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE §54596.9(D)(1))**
169 **– AMERICAN MEDICAL RESPONSE WEST V. CALIFORNIA DEPARTMENT OF HEALTH CARE SERVICES**
170 **(SACRAMENTO SUPERIOR COURT, CASE NO.: 34-2021-8003757):**

171 ● **REOPENING OPEN SESSION:**

172 On a motion by Director Pike which was seconded by Vice President Egkan, which passed

173 unanimously, the Board returned to Open Session at 7:06 p.m. and the following items were reported
174 out to the public: CS-2: CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (GOVERNMENT CODE
175 §54596.9(D)(1)) – AMERICAN MEDICAL RESPONSE WEST V. CALIFORNIA DEPARTMENT OF HEALTH CARE
176 SERVICES (SACRAMENTO SUPERIOR COURT, CASE NO.: 34-2021-8003757): There was no reportable
177 action.

178 **ADJOURNMENT**

179 A motion was made at 7:07 p.m. by Director Munson seconded by Director Pike to adjourn the
180 meeting and reconvene on February 21, 2023, at 5:00 p.m., which motion carried unanimously.

181

182 Respectfully submitted,

183

184 *Mavis Canpinar*

185 Mavis Canpinar

186 Board Clerk

187

188 Minutes approved at the Board of Director's Meeting on: February 21, 2023

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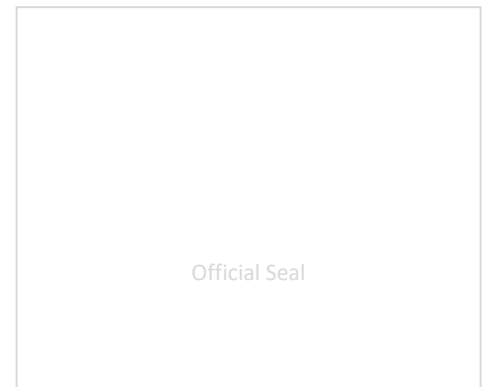
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**NORTH COUNTY FIRE
PROTECTION DISTRICT
ADMINISTRATION - BUDGET & FINANCE**

TO: BOARD OF DIRECTORS
FROM: FINANCE MANAGER CHERIE JUUL AND CHIEF McREYNOLDS
DATE: FEBRUARY 21, 2023
SUBJECT: REVENUE & EXPENDITURES AS OF JANUARY 31, 2023 (58%)

Revenue Sources	Budgeted	Collected	Over/Under	% of Budget
Property Taxes - FBK	18,018,748	10,468,604	(7,550,144)	58%
Property Taxes - RNBW	391,094	223,794	(167,300)	57%
Ambulance and Collections	3,000,000	1,887,395	(1,112,605)	63%
GEMT-State Supplement	-	-	-	0%
Prevention Fees	218,700	63,705	(154,995)	29%
Tower Lease Agreements	25,200	95,730	70,530	380%
Other Revenue Sources	-	9,480	9,480	0%
Interest	45,000	51,833	6,833	115%
Weed Abatement/Mowing Reimbursement	9,000	-	(9,000)	0%
Cost Recovery	50,000	46,528	(3,472)	93%
Inspection Fee (Fire Prevention)	-	6,442	6,442	0%
Fallbrook Healthcare District	82,500	74,723	(7,777)	91%
Community Facilities District (CFD)	175,000	-	(175,000)	0%
Strike Team Reimbursements	17,240	214,993	197,753	1247%
Other Reimbursements	7,783	84,484	76,701	1085%
Mitigation Fees & Interest - FBK	541,200	141,165	(400,035)	26%
Donations & Grants	-	151,241	151,241	0%
Annexation fees (Meadowood)	-	-	-	
Transfers & Loans	-	-	-	
Total Revenue:	22,581,465	13,520,117	(9,061,348)	60%
	Budgeted	Spent	Over/Under	% of Budget
TTL Expenditures YTD thru 01-31-2023	30,470,955	12,695,713	(17,775,242)	42%
Revenue over Expenditures		824,404		

North County Fire Protection District
 For the Seventh Month Ending January 31, 2023
58% of Budget

COLOR KEY	
Within/Below Budget	
Within 10% of Budget	
>10% of Budget (see notes)	

Description	January actual	Running Total	Final Budget	Amount Remaining	% Used	Notes
TOTAL PERSONNEL	2,070,128.00	9,596,304.00	17,851,005.00	8,254,701.00	53.8%	
101 Total Board Administration	59,638.00	190,526.00	535,000.00	344,474.00	35.6%	
102 Total Administration	55,021.00	561,931.00	1,152,200.00	590,269.00	48.8%	
103 Community Risk Reduction	952.00	19,939.00	103,400.00	83,461.00	19.3%	
104 Total Emergency Services	51,064.00	259,706.00	435,350.00	175,644.00	59.7%	
105 Total Emergency Med Svcs	31,571.00	224,903.00	755,100.00	530,197.00	29.8%	
107 Total Communications	14,001.00	417,370.00	726,850.00	309,480.00	57.4%	
108 Total Shop/Maintenance	23,185.00	265,778.00	418,200.00	152,422.00	63.6%	Fuel/Fleet software quarterly pymt
109 Total Training	3,937.00	62,560.00	126,500.00	63,940.00	49.5%	
120 Total General Fund Reserve	-	-	300,000.00	300,000.00	0.0%	
GRAND TOTAL	2,309,497.00	11,599,017.00	22,403,605.00	10,804,588.00	51.8%	
200 Total Capital Expenditures	24,548.48	1,259,855.49	5,843,350.00	4,583,494.51	21.6%	Remodels/Staff vehicles/Communications

**RAINBOW FIRE PROTECTION SUBZONE
Tax Apportionments FY 21/22**

DATE	APP #	GROSS	REFUNDS & ADJUSTMENTS	FY 22/23 NET	FY 22/23 RUNNING	FY 21/22 NET	FY 21/22 RUNNING	
8/9/2022	1	5,530.34	48.63	5,481.71	5,481.71	3,485.61	3,485.61	
9/6/2022	2	2,605.04	77.21	2,527.83	8,009.54	2,353.69	5,839.30	
10/11/2022	3	6,255.30	512.16	5,743.14	13,752.68	250.46	6,089.76	
11/15/2022	4	17,587.07	394.13	17,192.94	30,945.62	18,070.26	24,160.02	
12/20/2022	5	129,885.82	291.12	129,594.70	160,540.32	116,210.26	140,370.28	
1/17/2023	6	61,930.66	1,084.27	60,846.39	221,386.71	60,865.13	201,235.41	
2/14/2023	7			-	221,386.71	15,037.48	216,272.89	
3/21/2023	8			-	221,386.71	10,410.11	226,683.00	
4/18/2023	9			-	221,386.71	110,517.41	337,200.41	
5/16/2023	10			-	221,386.71	19,338.01	356,538.42	
6/20/2023	11			-	221,386.71	7,159.27	363,697.69	
7/21/2023	12			-	221,386.71	1,819.41	365,517.10	
TOTAL YTD		223,794.23	2,407.52	221,386.71	221,386.71	201,235.41	201,235.41	
							Net Rev Increase	
							10.01%	

**NORTH COUNTY FIRE PROTECTION DISTRICT
Tax Apportionments FY 22-23**

DATE	APP #	GROSS	REFUNDS & ADJUSTMENTS	FY 22/23 NET	FY 22/23 RUNNING	FY 21/22 NET	FY 21/22 RUNNING	
8/9/2022	1	256,012.74	2,250.61	253,762.13	253,762.13	173,711.95	173,711.95	
9/6/2022	2	120,594.03	3,574.83	117,019.20	370,781.33	117,304.05	291,016.00	
10/11/2022	3	289,573.05	23,708.01	265,865.04	636,646.37	159,907.38	450,923.38	
11/15/2022	4	814,149.93	22,613.64	791,536.29	1,428,182.66	896,048.57	1,346,971.95	
12/20/2022	5	5,999,243.79	13,478.19	5,985,765.60	7,413,948.26	5,278,038.19	6,625,010.14	
1/17/2023	6	2,989,030.17	50,419.57	2,938,610.60	10,352,558.86	2,778,899.01	9,403,909.15	
2/14/2023	7			-	10,352,558.86	696,683.03	10,100,592.18	
3/21/2023	8			-	10,352,558.86	482,054.64	10,582,646.82	
4/18/2023	9			-	10,352,558.86	5,112,420.76	15,695,067.58	
5/16/2023	10			-	10,352,558.86	851,247.06	16,546,314.64	
6/20/2023	11			-	10,352,558.86	333,757.61	16,880,072.25	
7/21/2023	12			-	10,352,558.86	84,678.44	16,964,750.69	
TOTAL YTD		10,468,603.71	116,044.85	10,352,558.86	10,352,558.86	9,403,909.15	9,403,909.15	
Net Rev Increase								10.09%

**NORTH COUNTY FIRE PROTECTION DISTRICT
AMBULANCE REVENUE FY 2022-2023**

MONTH	BILLED	CONTRACTUAL WRITE DOWNS	TOTAL AR		BAD DEBT WRITE-OFFS	REFUNDS	ADJ AR	DEPOSITS RECIEVED	BILLING FEES	FY 22-23 NET REVENUE	FY 21-22 NET REVENUE
			FY 22-23	FY 21-22							
7/31/2022	1,005,715.27	663,008.61	342,706.66	317,581.59	83,366.70	-	259,339.96	286,066.64	16,869.08	269,197.56	203,815.33
8/31/2022	771,213.15	578,634.09	192,579.06	315,611.85	55,288.70	-	137,290.36	276,934.78	16,339.15	260,595.63	202,470.25
9/30/2022	1,203,845.51	749,103.22	454,742.29	257,596.92	47,669.25	10,692.16	396,380.88	259,622.00	14,686.86	244,935.14	232,506.80
10/31/2022	1,171,138.51	777,063.23	394,075.28	264,909.36	49,515.13	-	344,560.15	287,858.93	16,965.71	270,893.22	177,745.72
11/30/2022	1,316,442.53	844,778.41	471,664.12	334,820.00	31,230.75	-	440,433.37	314,273.71	18,345.99	295,927.72	214,112.18
12/31/2022	1,151,678.16	814,368.68	337,309.48	283,553.48	9,765.96	1,417.68	326,125.84	306,265.78	17,970.99	288,294.79	212,638.48
1/31/2023	1,163,518.87	714,806.07	448,712.80	283,859.12	35,145.79	8,126.46	405,440.55	273,190.13	15,638.76	257,551.37	186,310.11
2/28/2023			-	317,155.17			-			-	268,706.46
3/31/2023			-	293,371.47			-			-	238,344.75
4/30/2023			-	342,618.35			-			-	203,388.19
5/31/2023			-	270,706.20			-			-	240,142.45
6/30/2023			-	302,374.55			-			-	226,968.54
TOTAL:	7,783,552.00	5,141,762.31	2,641,789.69	2,057,932.32	311,982.28	20,236.30	2,309,571.11	2,004,211.97	116,816.54	1,887,395.43	1,429,598.87
					Net A/R Change		28.37%			New Revenue Change	32.02%

**NORTH COUNTY FIRE PROTECTION DISTRICT
MONTHLY INVESTMENT REPORT**

January 1, 2023

FALLBROOK	BALANCE	INTEREST RATE	
County of San Diego/General Fund - FBK	4,437,580.77	0.02%	Operating
County of San Diego/General Fund - RNBW	2,121,550.22	0.02%	Operating
County of San Diego/Capital Reserve	408,761.63	0.02%	Capital Reserves
County of San Diego/Fire Mitigation Fund - FBK	1,708,125.45	0.02%	Mitigation Fees
County of San Diego/Fire Mitigation Fund - RNBW	4,141.04	0.02%	Mitigation Fees
Local Agency Investment Fund	6,830,669.08	2.17%	LAIF
Workers' Comp JPA	496,138.86	0.17%	PASIS Funds
Bank of America/PASIS	61,548.75	0.01%	
First National/Benefit Fund	157,719.92	0.35%	
First National/Payroll	77,342.76	0.35%	
First National/Accounts Payable	124,075.46	0.35%	
First National/Accounts Receivable	172,328.31	0.35%	
Pacific Western Bank/Accounts Receivable	394,765.80	0.00%	
TOTAL	16,994,748.05		

**NORTH COUNTY FIRE PROTECTION DISTRICT
COST RECOVERY FY 2022/2023**

<u>Month</u>	<u>Billed</u>	<u>Collected</u>	<u>YTD % Collected</u>	<u>Billing Fees</u>	<u>Net Revenue 22/23</u>	<u>Net Revenue 21/22</u>
7/31/2022	12,142.00	10,469.16	86.22%	2,093.83	8,375.33	4,339.34
8/31/2022	10,541.87	10,541.87	100.00%	2,108.37	8,433.50	6,430.83
9/30/2022	10,060.25	7,594.29	75.49%	1,518.86	6,075.43	4,172.36
10/31/2022	8,293.00	8,293.00	100.00%	1,658.60	6,634.40	6,391.00
11/30/2022	5,384.50	5,384.50	100.00%	1,076.90	4,307.60	1,960.00
12/31/2022	9,283.25	7,426.60	80.00%	1,485.32	5,941.28	7,167.80
1/31/2023	8,986.00	8,451.00	94.05%	1,690.20	6,760.80	4,576.08
2/28/2023			#DIV/0!	-	-	5,148.97
3/31/2023			#DIV/0!	-	-	8,499.02
4/30/2023			#DIV/0!	-	-	7,442.98
5/31/2023			#DIV/0!	-	-	5,787.41
6/30/2023			#DIV/0!	-	-	5,161.01
TOTAL:	64,690.87	58,160.42	89.91%	11,632.08	46,528.34	35,037.42
					Net Rev Increase	32.80%

therecoveryhub.com
Ncfpd1107 Chrome
Claims>reports

Document Date	Document Number	Vendor Name	Transaction Description
1/1/2023	11/2022	PINE TREE LUMBER	NOV/DEC 22 STMT
1/1/2023	01012023	POLICE AND FIRE PSYCHOLOGY	PERONA
1/1/2023	11/2022 12/2022	San Diego Friction Products, Inc.	NOV/DEC 2022 STMT
1/1/2023	01/2023	THE STANDARD	JAN 23
1/1/2023	01/06/23	US POSTAL SERVICE	REFILL
1/1/2023	FY22/23	SDCFCA-EMS SECTION	FY 22/23 EMS Section
1/1/2023	122329	CASELLE, INC.	JAN/FEB 23 HOSTED SERVICES
1/1/2023	23NOCFPDN06	COUNTY OF SAN DIEGO - RCS	DEC 22 RADIOS
1/1/2023	23NOCFPDC06	COUNTY OF SAN DIEGO - RCS	CAP CODE DEC 22
1/1/2023	A9018C0D-0026	DIGITAL DEPLOYMENT, INC.	web member january 23
1/1/2023	501180	OSTARI	january it support 2023
1/1/2023	DEC 2022	POSTAL ANNEX #25	december 2022 fees
1/1/2023	01012023	RUSTY WALLIS, INC	january rental 2023
1/2/2023	13042 - 1	FOWLER PLUMBING	Sta. 5 repair
1/2/2023	017927786	XEROX - PASADENA	color copier
1/2/2023	017927785	XEROX - PASADENA	b/w copy machine
1/3/2023	PM RENEW 22	BRACCI, JASON	PM RENEWAL 22
1/3/2023	STMT 12/2022	AMCS GROUP, INC	Fleet software
1/3/2023	13054 - 1	FOWLER PLUMBING	Sta. 5 repair
1/4/2023	4006202M	STRYKER MEDICAL	USED POWER GURNEY
1/5/2023	122754396-0012	SUNBELT RENTALS	SUNBELT RENTAL
1/5/2023	ST 2 LANDSCAPE	RUFF & READY LANDSCAPE CONSTRUCTION, LLC	ST 2 LANDSCAPING
1/6/2023	5004	2 Hot Uniforms, Inc.	beanies, shirts, etc.
1/6/2023	10769 - 1	JIM'S SIGN SHOP	NCF Logos
1/6/2023	90709858	SAFETY-KLEEN CORP	january charges
1/9/2023	20230109	Ahrend Studio	board + staff photos
1/9/2023	2/2023	Employee Benefit Specialists, Inc.	ebs
1/9/2023	DRIVER OPERATOR 1A	BROCK RUTLEDGE	driver operator 1a
1/10/2023	RETAINER APPRAISAL	INTEGRA REALTY RESOURCES	reatiner pymt
1/10/2023	000637	AFSS - SOUTHERN DIVISION	membership
1/10/2023	20230110	Ahrend Studio	high res staff photos
1/10/2023	12/11-1/10	RAINBOW MUNICIPAL WATER DIST	12/11-1/10
1/10/2023	ST 3 12/11-1/10	RAINBOW MUNICIPAL WATER DIST	st 3
1/10/2023	244974	All-Star Fire Equipment	nomex flash hood
1/10/2023	530244	FALLBROOK AWARDS	name plates for board meetings
1/10/2023	020045	PROPANE WEST COAST	propane st 4
1/11/2023	2023 CONF BALANCE	AFSS	Balance for 2023 Conference
1/11/2023	0417565011123	TIME WARNER CABLE	1/11-2/10
1/11/2023	2212099	Wittman Enterprises, LLC	dec 2022
1/11/2023	511091	SOUTH COAST EMERGENCY VEHICLE SERV	seat belt, buckle,
1/12/2023	44546	LineGear	work gloves, helmets
1/14/2023	ACLS	REBECCA SOQUI	acls provider
1/15/2023	1/2023 1	FALLBROOK OIL COMPANY	january 2023 1

Document Date	Document Number	Vendor Name	Transaction Description
1/15/2023	NC FIRE #1 FRONT	North County Window and Door	vinyl windows st 1
1/15/2023	02/2023	LEGAL SHIELD	legal shield
1/16/2023	23-0105-91614	S&R TOWING	78 fb
1/17/2023	00797 2/14/23	RAINBOW MUNICIPAL WATER DIST	007970 12/18-1/17
1/17/2023	02/2023	THE STANDARD	feb 2023 stmt
1/18/2023	FSC 3510	NICK CRILLY	fsc 3510
1/22/2023	AUGUST 692.3	US BANK GOVERNMENT SERVICES	BC EMBROIDERY, IPAD
1/22/2023	BEEGHLEY 12-22-22	US BANK GOVERNMENT SERVICES	APPLE STORAGE
1/22/2023	BOARD 5731.47	US BANK GOVERNMENT SERVICES	BOARD ITEMS
1/22/2023	CRAVEN 636.6	US BANK GOVERNMENT SERVICES	AMAZON BOOKS, PARKING NFA
1/22/2023	KRUMWIEDE 107.41	US BANK GOVERNMENT SERVICES	BASEBOARD GLUE
1/22/2023	MACMILLAN 5440.66	US BANK GOVERNMENT SERVICES	WONDERSHARE, FOOD, ICE MACHINE
1/22/2023	RUSSELL 9.57	US BANK GOVERNMENT SERVICES	COFFEE THERMOSTAT
1/22/2023	SAHAGUN 372.18	US BANK GOVERNMENT SERVICES	LOCKS, TOWEL HOOKS, SWITCHES
1/22/2023	SWANGER 737.98	US BANK GOVERNMENT SERVICES	CABLE TIES, INK/PAPER FOR PLOT
1/22/2023	HARRINGTON 675.28	US BANK GOVERNMENT SERVICES	national emergency training
1/23/2023	00602 + 00601	AFSS - SOUTHERN DIVISION	afss credit card fee
1/23/2023	13065	FOWLER PLUMBING	kitchen stoppage sink
1/24/2023	CHIEF OFFICER CERT	AUGUST, PETER	chief officer cert
1/24/2023	10566	Fallbrook Overhead Doors and Entry Gates	actuator arm stopped
1/24/2023	274014	Fowler Pest Control	pest control
1/24/2023	02/2023	Harry J. Wilson Insurance Center	feb 23 ltd
1/31/2023	STMT 01/2023	SUNSHINE WATER SOFTENERS & MORE	Station Water 01/2023
1/31/2023	01/02/23-02/01/23	TIME WARNER CABLE	Admin fiber 01/02/23-02/01/23
1/31/2023	STA 1 1/2/23-2/1/23	TIME WARNER CABLE	Sta 1 fiber 01/02/23-02/01/23
1/31/2023	Q4 2022 TAX	INTERNAL REVENUE SERVICE	Q4 payment

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NORTH COUNTY FIRE
PROTECTION DISTRICT
FIRE CHIEF/CEO

TO: BOARD OF DIRECTORS
FROM: KEITH MCREYNOLDS, FIRE CHIEF/CEO
DATE: FEBRUARY 21, 2023
SUBJECT: APPROVAL OF POLICIES AND PROCEDURES

The following Policies and Procedures are being presented for review and approval:

1. **Training – Career Path and Career Development**: Housekeeping changes to reflect current practice and MOU language.
2. **Administration – Business Management – Incurred Expenses – Tuition/Certification Reimbursement**: Housekeeping changes to reflect current practice and MOU language; revisions to reimbursement protocols.



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

TRAINING
CAREER PATH & CAREER DEVELOPMENT

SECTION 910.07
~~JANUARY 3, 2019~~ FEBRUARY 21,

2023

PAGE 1 OF 5

CAREER PATH AND CAREER DEVELOPMENT

1.0. **PURPOSE:**

- 1.1. To establish a policy and procedure to ensure that members of the Department are highly trained and remain proficient in technology and methods of safeguarding the health and welfare of the Community.

2.0. **POLICY:**

- 2.1. It shall be the policy of this department to maintain a highly trained and professional organization by allowing or directing key personnel from time to time, within the constraints of established budget, to attend classes, academies or courses as deemed pertinent by the Fire Chief/CEO or his/her designee.
- 2.2. Employees seeking reimbursement must obtain approval prior to taking the desired class. ~~All tuition and materials costs incurred for career path courses are borne by the District.~~ All tuition and materials costs incurred for career path courses (courses listed as a requirement for promotion to the next rank) are compensated up to the rate established in each respective the M.O.U. (currently \$600.00 per fiscal year per employee). All tuition and materials costs incurred for career development courses are compensated up to the rate established in the M.O.U. ~~(currently \$400.00 per fiscal year per employee).~~ Meals, lodging, and travel expenses are borne by the employee for career path and career development classes, unless otherwise designated herein or as prescribed by the Fire Chief/CEO or his/her designee.
- 2.3. The District may send employees to any class, seminar, academy, etc. at the discretion of the Fire Chief/CEO or his/her designee. When an employee is "sent" by the District, all incurred costs will be borne by the District. A District Vehicle may be provided.

3.0. **OBJECTIVES:**

- 3.1. To ensure a well-trained force at a level of proficiency as identified and established by the State Board of Fire Service and the North County Fire Protection District.

4.0. **RESPONSIBILITY:**

- 4.1. Members requesting attendance at approved schools or seminars shall submit their requests in advance via the Paperless Educational Support Request. In the event of a Failure of that system, an Educational Support Request Form may be



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

TRAINING
CAREER PATH & CAREER DEVELOPMENT

SECTION 910.07
~~JANUARY 3, 2019~~ FEBRUARY 21,

2023

PAGE 2 OF 5

CAREER PATH AND CAREER DEVELOPMENT

submitted.

- 4.1.1. ***In order to plan for the upcoming fiscal year, all requests must be received by no later than the last day of February of each fiscal year.***
- 4.2. The Training Officer shall continually evaluate school requests and give primary consideration to funds available, level of training necessary for department needs and career development of the member.
- 4.3. Supervisors shall counsel each member about the member's career objectives and education requirements.
- 4.4. It is the responsibility of any member selected to attend a school or seminar to:
 - 4.4.1. Attend all classes or sessions;
 - 4.4.2. Upon returning impart any new knowledge or procedures to other members of the department as determined by the Training Officer;
 - 4.4.3. Keep accurate and current records pertaining to expenses.
- 5.0. **DEFINITIONS:**
- 6.0. "Career Path" is defined as those positions as set forth by C.F.S.T.E.S. and the courses related to attain certification in those positions. The District will provide tuition and reimbursement for an individual to pursue certification in current rank and the next one above, as set forth by C.F.S.T.E.S. and District requirements. If available, District transportation may be provided. The path is as follows (see chart for current C.F.S.T.E.S. Catalog, Attachment "A"):
- 6.1. **SUPPRESSION:**
 - 6.1.1. Firefighter I;
 - 6.1.2. Firefighter II;
 - 6.1.3. Fire Apparatus Driver/Operator Pump Apparatus ~~Firefighter III~~;
 - 6.1.4. Fire Apparatus ~~Certified~~ Driver/Operator Wildland Apparatus;
 - 6.1.5. Company Officer
 - ~~6.1.5.~~ 6.1.6. ~~Certified Chief~~ Fire Officer;
 - ~~6.1.6.~~ 6.1.7. ~~Certified Executive~~ Chief Fire Officer;
 - ~~6.1.7.~~ 6.1.8. Fire Chief/~~CEO~~.
- 6.2. **INVESTIGATOR:** Personnel designated ~~shift~~ investigators may obtain the following certifications as career path:



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

TRAINING
CAREER PATH & CAREER DEVELOPMENT

SECTION 910.07
~~JANUARY 3, 2019~~ FEBRUARY 21,

2023

PAGE 3 OF 5

CAREER PATH AND CAREER DEVELOPMENT

6.2.1. Fire Investigator I;

~~6.2.2. Fire Inspector 1 Investigator II.~~

~~6.2.2-6.2.3. Fire Inspector 2~~

~~6.2.4. Fire Prevention Officer Plans Examiner~~

~~6.2.3-6.2.5. Fire Marshal.~~

~~6.2.6. Fire Mechanic Emergency Vehicle Technician 1~~

~~6.2.7. Emergency Vehicle Technician 2~~

~~6.2.4-6.2.8. Emergency Vehicle Technician 3.~~

~~6.2.5-6.2.9. Non-Safety Career Path Certifications.~~

~~6.2.6-6.2.10.~~ “Career Development” is defined at those courses and certifications, approved by the District, that improves or enhances the member’s job responsibilities and includes other C.F.S.T.E.S. Courses and Certifications. **Career development courses/certifications for which tuition reimbursement is requested, must relate directly to the employee's present job or benefit his/her immediate career path or career development and are likely to increase his/her value to the District.** The District shall reimburse each employee up to a maximum amount as set forth in current M.O.U. per fiscal year, for tuition and textbook costs for such approved courses. In order to qualify, a member must receive a “C” grade or better.

7.0. **PROCEDURE:**

7.1. **APPLICATION:** Members requesting attendance at approved schools or seminars shall submit their requests via the Paperless Education Support Request Form or the Educational Plan Form, submitted to the Training Officer for **prior** approval. Failure to obtain prior approval may result in denial of reimbursement. Designate if class is career path or career development (as defined above).

7.2. **ASSIGNMENT OF TRAINING:** Within the constraints of the Training and Schools budget the following priority in assignment of class attendance is established. Members to arrange for class tuition and leave as prescribed below.



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

TRAINING
CAREER PATH & CAREER DEVELOPMENT

SECTION 910.07
~~JANUARY 3, 2019~~ FEBRUARY 21,

2023

PAGE 4 OF 5

CAREER PATH AND CAREER DEVELOPMENT

7.2.1. **REGIONAL ACADEMIES:**

- 7.2.1.1. Attended by members off duty;
- 7.2.1.2. Staff members may, when authorized, attend on duty;
- 7.2.1.3. Fees paid by member;
- 7.2.1.4. Exceptions may be granted by the Fire Chief/CEO or his/her designee to (7.2.1.1) and (7.2.1.2.) when required by the department for job assignment.

7.2.2. **CAREER PATH COURSES:**

- 7.2.2.1. Attended by members off duty;
- 7.2.2.2. Staff members may, when authorized, attend on duty;
- 7.2.2.3. Regional classes are to be attended where and when available;
- 7.2.2.4. Fees are paid by the member and reimbursed upon course completion;
- 7.2.2.5. Exceptions may be granted by the Fire Chief/CEO or his/her designee to (7.2.2.1) and (7.2.2.2.) when required by the department for job assignment.

7.2.3. **STATE FIRE ACADEMY COURSES (ASILOMAR):**

- 7.2.3.1. Attended by members off duty;
- 7.2.3.2. Staff members may, when authorized, attend on duty;
- 7.2.3.3. *State Fire Academy Courses are approved only when courses not reasonably available at regional level;*
- 7.2.3.4. Fees paid by the District at time of course registration (including meals, travel, and lodging expenses for stay at conference grounds);
- 7.2.3.5. Exceptions may be granted by the Fire Chief/CEO or his/her designee to (7.2.3.1) and (7.2.3.2) when required by the department for job assignment.

7.2.4. **NATIONAL FIRE ACADEMY:**

- 7.2.4.1. Attended by members off duty;
- 7.2.4.2. Staff members may, when authorized, attend on duty;
- 7.2.4.3. Fees paid by the member and reimbursed by F.E.M.A. to the member;
- 7.2.4.4. Those fees not reimbursed (anticipated to be about \$11.00 per day) shall be paid by the District. Registration must be approved by the academy prior to attendance;



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

TRAINING
CAREER PATH & CAREER DEVELOPMENT

SECTION 910.07
~~JANUARY 3, 2019~~ FEBRUARY 21,

2023

PAGE 5 OF 5

CAREER PATH AND CAREER DEVELOPMENT

7.2.4.5. Request for registration should be done well in advance to assure placement.

7.2.5. **OTHER SEMINARS OR CLASSES:**

7.2.5.1. Attended by members off duty;

7.2.5.2. Staff members may, when authorized, attend on duty;

7.2.5.3. Fees paid by member and reimbursed as a career development class, up to the limits set forth in this policy and the M.O.U.;

7.2.5.4. Exceptions may be granted by the Fire Chief/CEO or his/her designee to (7.2.5.1.) and (7.2.5.2.) when required by the department for job assignment.

8.0. **ATTENDANCE:**

8.1. Attendance shall be as follows:

8.1.1. Members working shifts shall attend courses on their off-duty time unless directed to attend by the Fire Chief/CEO;

8.1.2. Members working a staff schedule may attend on duty time with the approval of the Fire Chief/CEO or his/her designee;

8.1.3. Members shall submit request for schools or seminars in writing to the Training Officer well in advance of the requested school;

8.1.4. Members shall obey the dress codes required by the training facility attended and/or the individual instructor;

8.1.5. Members shall conduct themselves in a professional manner while attending classes for which they seek reimbursement or are being "sent" by the District. Failure to do so may result in a loss of this privilege.

8.1.6. Members who cannot attend a school or class and who have previously registered, shall notify the Training Officer in writing, as soon as possible, so that a replacement or refund may be found.

9.0. **REIMBURSEMENT:**

9.1. Refer to the Tuition Reimbursement Policy.



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

ADMINISTRATION
BUSINESS MANAGEMENT

INCURRED EXPENSES

TUITION/CERTIFICATION REIMBURSEMENT

SECTION 213.02

~~FEBRUARY 21,~~

~~202~~ JULY 24, 2007 ~~3~~

PAGE 1 OF 4

1.0. **PURPOSE:**

- 1.1. To provide employees with a mechanism for receiving reimbursement for job related education, training, certification and licensure.
- 1.2. In order to maximize professional development, the District encourages and compensates employees for education and training.

2.0. **POLICY:**

- 2.1. The District will cover all licensure/certification/professional development expenses incurred as a requirement of continued employment, ~~as well as for professional development.~~
- 2.2. Employees receive compensation for books and tuition for all “career path” classes, which are defined as those required for advancement to the next immediate rank. These include any and all classes defined by the ~~Career Path & Career Development~~ Career Path & Career Development Policy, the ~~MOU~~ MOU and the “~~Non-Safety Certification Program~~ Non-Safety Certification Program.”
- 2.3. Additionally, the District provides annual “career development” educational allowance, as described in each respective MOU ~~currently \$400.00~~ per fiscal year. Career development courses/certifications for which tuition reimbursement is requested must relate directly to the employee's present job or benefit his/her immediate ~~career path or career development~~ and which are likely to increase his/her value to the District.
- 2.4. The following are reimbursable educational and certification expenses, provided they are pre-approved by the Officer having jurisdiction over the specified area:
 - 2.4.1. Paramedic re-licensure fees.
 - 2.4.2. EMT re-certification fees.
 - 2.4.3. Class ‘B’ re-licensure fees.



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

ADMINISTRATION
BUSINESS MANAGEMENT

INCURRED EXPENSES

TUITION/CERTIFICATION REIMBURSEMENT

SECTION 213.02

~~FEBRUARY 21,~~

~~202 JULY 24, 2007~~

PAGE 2 OF 4

- 2.4.4. Professional certification fees (CSFM, CSTI, ICBO, IFCI, CCAI, IAAI, ASE, etc.).
- 2.4.5. Career Path classes.
- 2.4.6. Career Development classes.
- 2.4.7. Continuing Education course fees.

3.0. PROCEDURE:

3.1. APPROVAL:

3.1.1. Employees must obtain prior approval for education/training classes and for certifications not normally required as a condition of continued employment and those for which they are seeking reimbursement. This includes all career path/development classes and any C.E. class charging a tuition.

3.1.2. Prior approval shall be requested using either the ~~Education Support Form~~ Paperless Education Support Request Form or the ~~Educational Plan Form~~ Educational Plan Form. Employees who have taken classes taken without prior authorization may be denied reimbursement.

3.1.3. Requests for reimbursement of preapproved educational expenses directly related to training are to be submitted to the Training Officer on a Paperless Educational Reimbursement Request. In the event of a Failure of that system, an Reimbursement Request Form may be submitted.

~~3.1.3.3.1.4. are to be submitted on a "Reimbursement Request" form and submitted to the Officer having jurisdiction over the account to which the class will be charged (i.e. Training Officer, EMS Coordinator, etc.).~~

~~3.1.4.3.1.5. Requests for reimbursement for other expenses are to be submitted on a Reimbursement Request form and submitted to the Officer having jurisdiction over the account to which the class will be charged (i.e. Training or EMS Chief Officer, EMS Coordinator, etc.). Those individuals with an approved educational plan will require review of the course and grade with the Fire Chief/GEO before approval of reimbursement is issued.~~



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

ADMINISTRATION
BUSINESS MANAGEMENT

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TUITION/CERTIFICATION REIMBURSEMENT

SECTION 213.02

~~FEBRUARY 21,~~

~~202~~ JULY 24, 2007 ~~3~~

PAGE 3 OF 4

3.2. SUBMITTAL:

- 3.2.1. Once the Reimbursement requests are approved by the Chief Officer overseeing the related Division, the approved request is submitted to the Payroll Finance Division for processing. ~~Department on the aforementioned "Reimbursement Request" form.~~
- 3.2.2. ~~Submit this form~~ The reimbursement request must be submitted upon course completion. ~~/certification.~~ Include copies of receipts, course completion certificate(s), and/or a copy of the license and/or certification. If a receipt is not provided, a copy of the cancelled check is acceptable.
- 3.2.3. ~~Attainment~~ Attainment of a ~~A~~ passing grade for the program in which the employee is enrolled is required for approval of payment. If no minimum passing grade is defined, then a grade of 'C' or better is required for approval of payment.

PROCESSING:

3.2.4. AUTHORIZATION:

- 3.2.4.1. Employees submitting reimbursement requests for classes must have prior authorization.
- 3.2.4.2. If such authorization has not been obtained or is not noted on the "Reimbursement Request," contact the Officer having jurisdiction over the account to which the class will be charged (i.e. Training or Officer, EMS Chief eordinator, etc.) for approval.
- 3.2.4.3. Continuing education and any re-licensure/re-certification fees do not require prior authorization. (i.e. Training or EMS Chief Officer, EMS Coordinator, etc.)
- 3.2.4.4. Any classes to be denied shall be forwarded by the appropriate Officer to the employee requesting reimbursement.

3.2.5. SUPPORTING DOCUMENTATION:

- 3.2.5.1. Ensure the requisite supporting documentation is enclosed, as noted in section II above.



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

ADMINISTRATION
BUSINESS MANAGEMENT

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SECTION 213.02

~~FEBRUARY 21,~~

~~202~~~~JULY 24, 2007~~~~3~~

PAGE 4 OF 4

3.2.6. **DESIGNATION OF BUDGET ACCOUNT:**

3.2.6.1. Charge the course tuition against the appropriate account.

3.2.6.2. If the class is designated as "career development," the tuition is charged against the individual employee's annual career development account.

3.2.6.3. Career path classes are charged against that portion of the general training budget and are defined as those specific classes required for advancement to the next immediate rank.

3.2.7. **PAYMENT:**

3.2.7.1. ~~Do not process such requests until all supporting documentation has been provided. Reimbursements will be paid once the request is approved by the appropriate Chief and forwarded to the Finance Division. Payment of such requests shall be paid during the pay cycle following receipt by the Finance Division. is due within fifteen (15) working days receipt.~~

North County Fire



MONTHLY OPERATIONS ACTIVITY REPORT:

Jan 2023

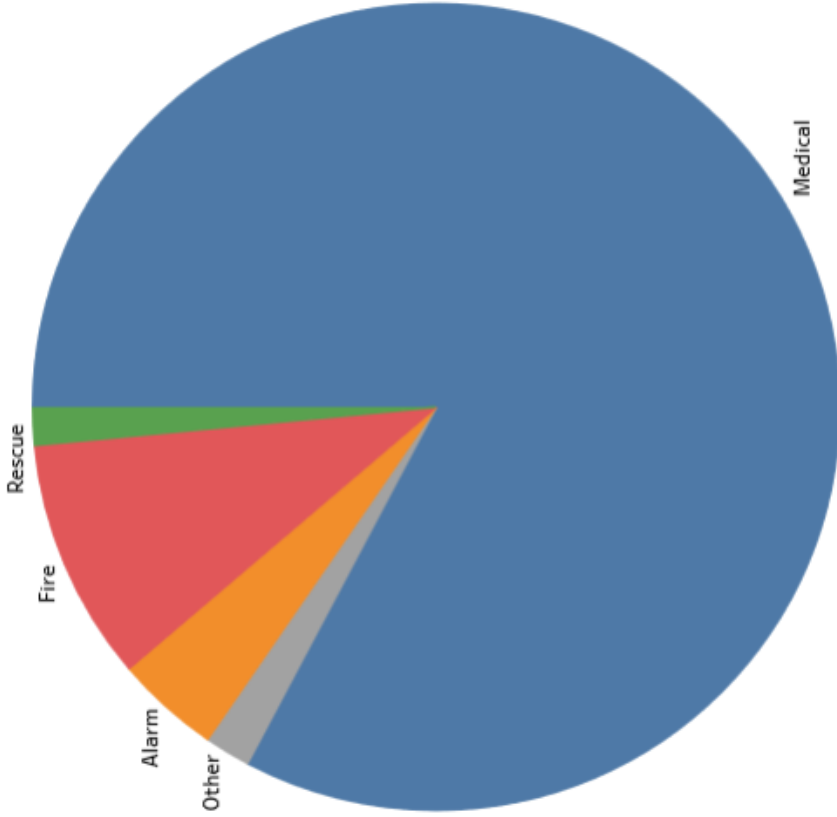
Assigned Incidents

Assigned Incidents for NORTH COUNTY FPD
January 2023

Agency
NORTH COUNTY FPD

Month and Year
January 2023

Medical	494 incidents / 82.75%
Fire	58 incidents / 9.72%
Alarm	25 incidents / 4.19%
Rescue	9 incidents / 1.51%
Other	11 incidents / 1.84%
Grand Total	597 incidents / 100.00%



Problem Category

- Medical
- Other
- Alarm
- Fire
- Rescue

Total incidents year to date:
Jan 2022: 588
Jan 2023: 597



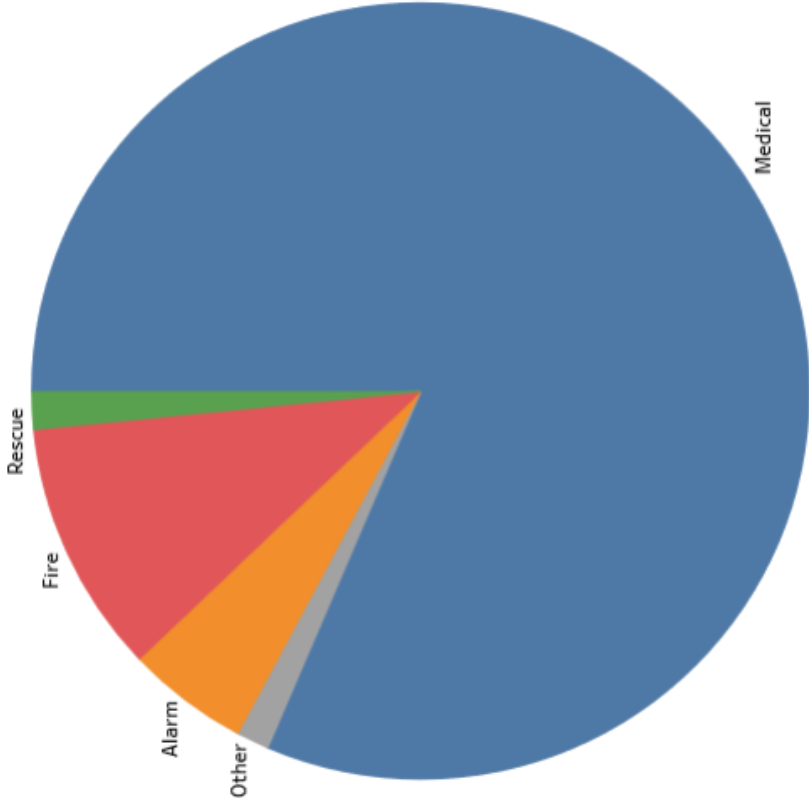
Incidents in Jurisdiction

Incidents in NORTH COUNTY FPD Jurisdiction
January 2023

Jurisdiction
NORTH COUNTY FPD

Month and Year
January 2023

Medical	417 incidents / 81.45%
Fire	54 incidents / 10.55%
Alarm	26 incidents / 5.08%
Rescue	8 incidents / 1.56%
Other	7 incidents / 1.37%
Grand Total	512 incidents / 100.00%



Problem Category

- Medical
- Other
- Alarm
- Fire
- Rescue

Total incidents year to date:
Jan 2022: 501
Jan 2023: 512



Turnout Time

(Time of station notification to responding)

90th Percentile – Emergency Calls Only

Shift	Unit Name	January	Shift	Unit Name	January	Shift	Unit Name	January
A-SHIFT	B111	0:01:41 (7)	B-SHIFT	B111	0:01:30 (13)	C-SHIFT	B111	0:00:53 (6)
	BLS111	0:00:27 (8)		BLS111	0:00:22 (3)		BLS111	0:00:47 (3)
	E111	0:01:27 (61)		E111	0:01:36 (64)		E111	0:01:50 (52)
	E112	0:01:57 (31)		E112	0:01:26 (22)		E112	0:01:15 (21)
	E113	0:01:01 (18)		E113	0:01:48 (20)		E113	0:01:33 (21)
	E114	0:01:23 (32)		E114	0:01:39 (26)		E114	0:01:44 (26)
	E115	0:01:20 (32)		E115	0:01:32 (24)		E115	0:01:24 (24)
	M111	0:01:38 (35)		M111	0:01:19 (31)		M111	0:01:43 (40)
	M114	0:01:14 (40)		M114	0:01:26 (36)		M114	0:01:44 (33)
	M115	0:01:49 (40)		M115	0:01:46 (19)		M115	0:01:29 (28)
	RA111	0:01:09 (15)		RA111	0:01:12 (20)		RA111	0:01:18 (5)
				RA115	0:01:31 (9)		RA114	0:01:45 (7)



Aid Given/Received

Aid Given by NORTH COUNTY FPD
January 2023 : Incident Count

Jurisdiction (group)	
CAL FIRE	18
CAMP PENDLETON	
CARLSBAD FD	
ENC / SOL / DMR FD	
ESCONDIDO FD	
NORTH COUNTY FPD	
OCEANSIDE FD	44
PALA FD	1
PAUIMA FD	
RANCHO SANTA FE FPD	
RINCON FD	
SAN DIEGO FD	
SAN MARCOS FD	1
SAN PASQUAL RESV FD	
VALLEY CENTER FPD	4
VISTA FD	18
Grand Total	86

Incidents outside of jurisdiction to which units were assigned, sorted by jurisdiction

Aid Received by NORTH COUNTY FPD
January 2023 : Incident Count

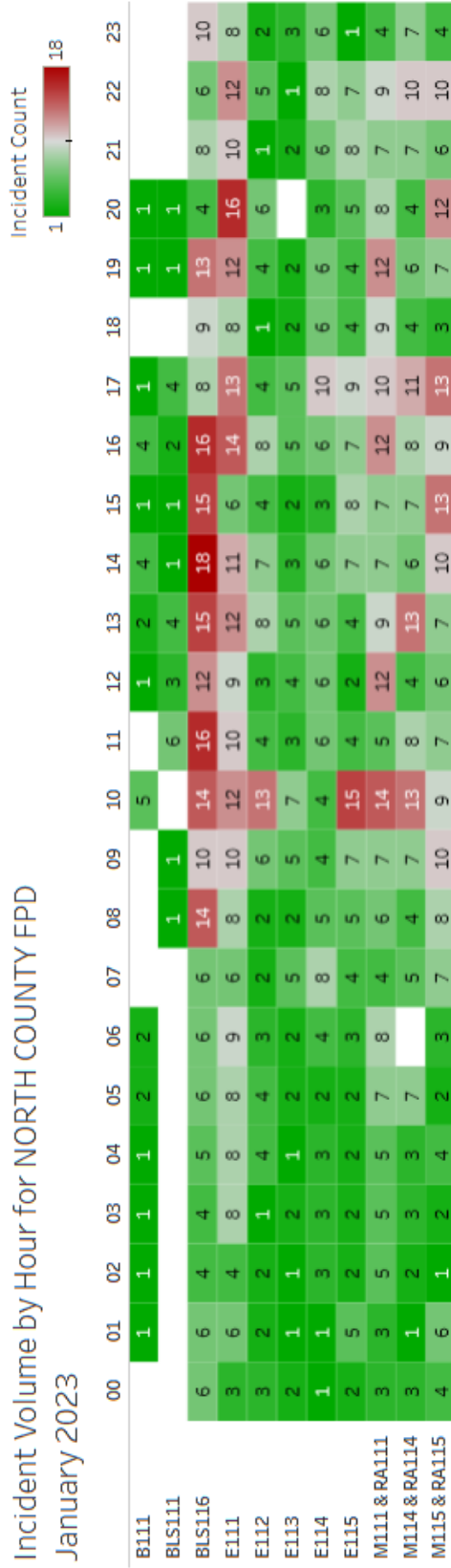
Home Jurisdiction	
CAL FIRE	3
CAMP PENDLETON	27
CARLSBAD FD	
ENC / SOL / DMR FD	
ESCONDIDO FD	
NORTH COUNTY FPD	
OCEANSIDE FD	10
PALA FD	3
PAUIMA FD	
RANCHO SANTA FE FPD	
RINCON FD	
SAN DIEGO FD	
SAN MARCOS FD	1
SAN PASQUAL RESV FD	
VALLEY CENTER FPD	
VISTA FD	30
Grand Total	74

Incidents within jurisdiction to which outside units were assigned, sorted by home jurisdiction



Incident Volume by Hour

Incident Volume by Hour for NORTH COUNTY FPD
January 2023



Count of ID broken down by Time Assigned Hour vs. Unit Name.



Incidents by Unit

Incidents by Unit for NORTH COUNTY FPD
January 2023

Ambulance	BLS111	25
	BLS116	221
	M111 & RA111	177
	M114 & RA114	142
	M115 & RA115	162
Total	727	
Engine / Truck	E111	223
	E112	98
	E113	67
	E114	116
	E115	119
Total	573	
Other Units	B111	27
	Total	27
Grand Total		926

Count of Distinct Time Assigned broken down by Apparatus Type and Unit Name.

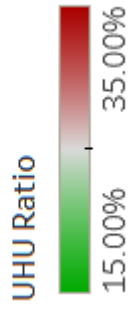


Ambulance Unit Hour Utilization

Monthly Unit Hour Utilization for
NORTH COUNTY FPD

January 2023	BLS111	3.08%
	BLS116	29.56%
	M111 & RA111	30.89%
	M114 & RA114	21.71%
	M115 & RA115	26.79%

Vehicle Type
Ambulance



UHU percentages are calculated only for completed months/years. The current month/year will not show a correct value. Time Committed is calculated by Time Call Cleared minus Time Assigned.



Transports

NORTH COUNTY FPD Transports January 2023

Name	#
BLS111	20
BLS116	174
M111	87
M114	87
M115	97
RA111	38
RA114	3
RA115	13
Grand Total	519

These two tables display a distinct count of ID broken down by Destination. Only transports which arrive at a destination are counted.

NORTH COUNTY FPD Transport Destinations January 2023

Destinations	F
TEMECULA VALLEY HOSPITAL	163
PALOMAR HOSPITAL	153
TRI CITY MEDICAL CENTER (TCMC)	128
SCRIPPS ENCINITAS HOSPITAL	49
CHILDRENS HOSPITAL	13
RANCHO SPRINGS HOSP.	7
	3
UCSD THORNTON	1
SHARP MEMORIAL HOSPITAL	1
OTHER HOSPITAL	1
MCP NAVAL HOSPITAL	1
Grand Total	519



Health & Safety

Injuries &
Illness

1 Injuries

Accidents

0 vehicle



Leadership

"Before you become a leader, success is all about growing yourself.

After you become a leader, success is about growing others."

Jack Welch



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**NORTH COUNTY FIRE
PROTECTION DISTRICT
COMMUNITY RISK REDUCTION DIVISION**

TO: BOARD OF DIRECTORS
FROM: FIRE MARSHAL FIERI AND CHIEF McREYNOLDS
DATE: FEBRUARY 21, 2023
SUBJECT: ANNUAL COMMUNITY RISK REDUCTION REPORT 2022

CONSENT AGENDA

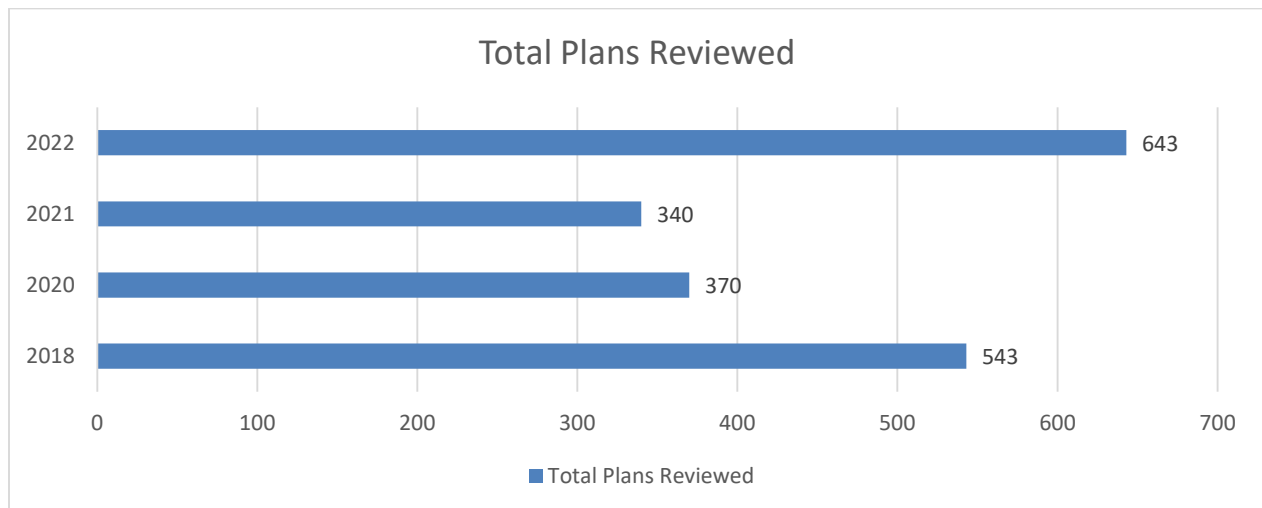
BACKGROUND:

Annually, the NCFPD Community Risk Reduction (CRR) Division produces this report utilizing agency data to report on CRR related activities and revenue captured for the previous year. The report also includes changes in the Division operations and services.

PLAN REVIEW:

The Plan Review data includes new commercial and residential buildings, remodels of commercial or residential buildings, new or revised subdivisions and administrative variances, grading plans, project availability forms, fire protection plans, special hazard installations and sprinkler plans.

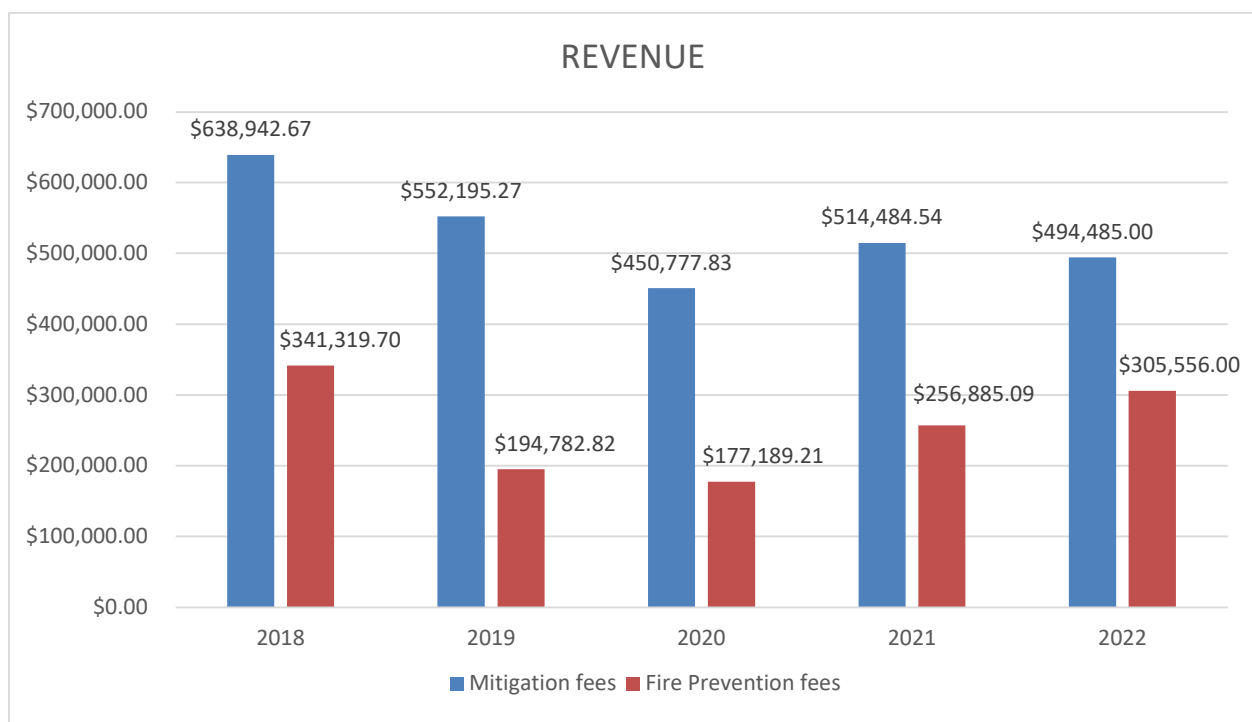
There were 643 plan reviews completed in 2022. This is an increase of 89.12%.



Revenue:

Although the number of plan checks performed were higher in quantity during the last calendar year, the revenue related to fire prevention fees increased only slightly compared to previous years. Staff believes this may be due to some projects requiring multiple reviews which each record as a plan check may not trigger an associated fee. During the 2022 calendar year CRR Staff also began utilizing an over-the-counter *Plan Submittal Form* to better track the number of plan reviews performed. The number of over-the-counter plan checks in previous years not utilizing this form may have been artificially underreported.

Staff also believes the lower fire mitigation fees is due in part to the public going through the plan approval phase to acquire bids that will accurately reflect the scope of work. With material supply, labor shortages, and increased interest rates these bids are drastically more expensive than in years past, causing the jobs to be placed on hold until the funding challenges can be mitigated.



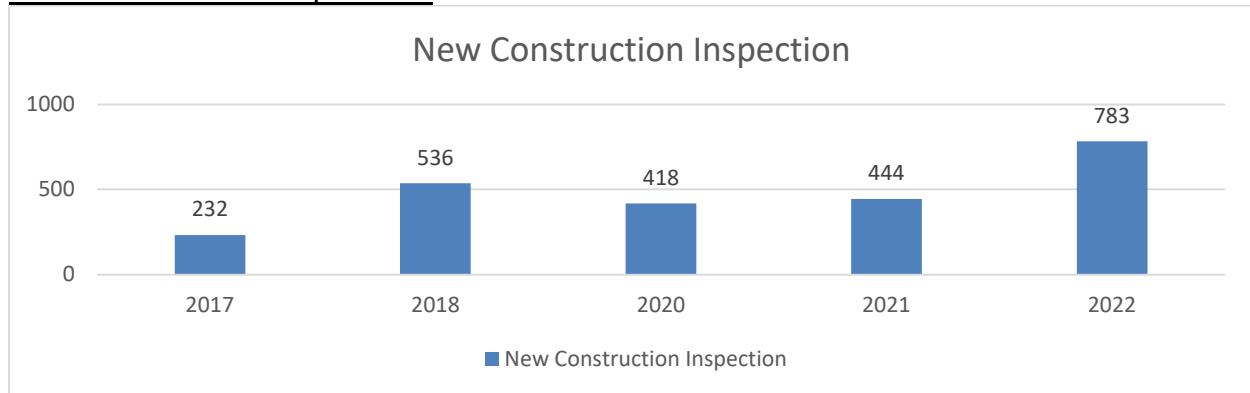
INSPECTIONS:

ANNUAL OCCUPANCY INSPECTIONS:

Annual State Mandated Occupancy, License, and AB-38 inspections continue to be a priority for the CRR Division. It is well established that inspections continue to be one of the most effective methods of reducing loss due to fire in a community. These numbers

reflect initial and re-inspections completed by CRR Staff. The number of inspections has decreased over the last couple of years in part, due to the temporary reduction in CRR Staff mid-year. State mandated inspections are conducted by a Fire Protection Specialist and the Deputy Fire Marshal.

New Construction Inspections:



STATE-MANDATED INSPECTIONS:

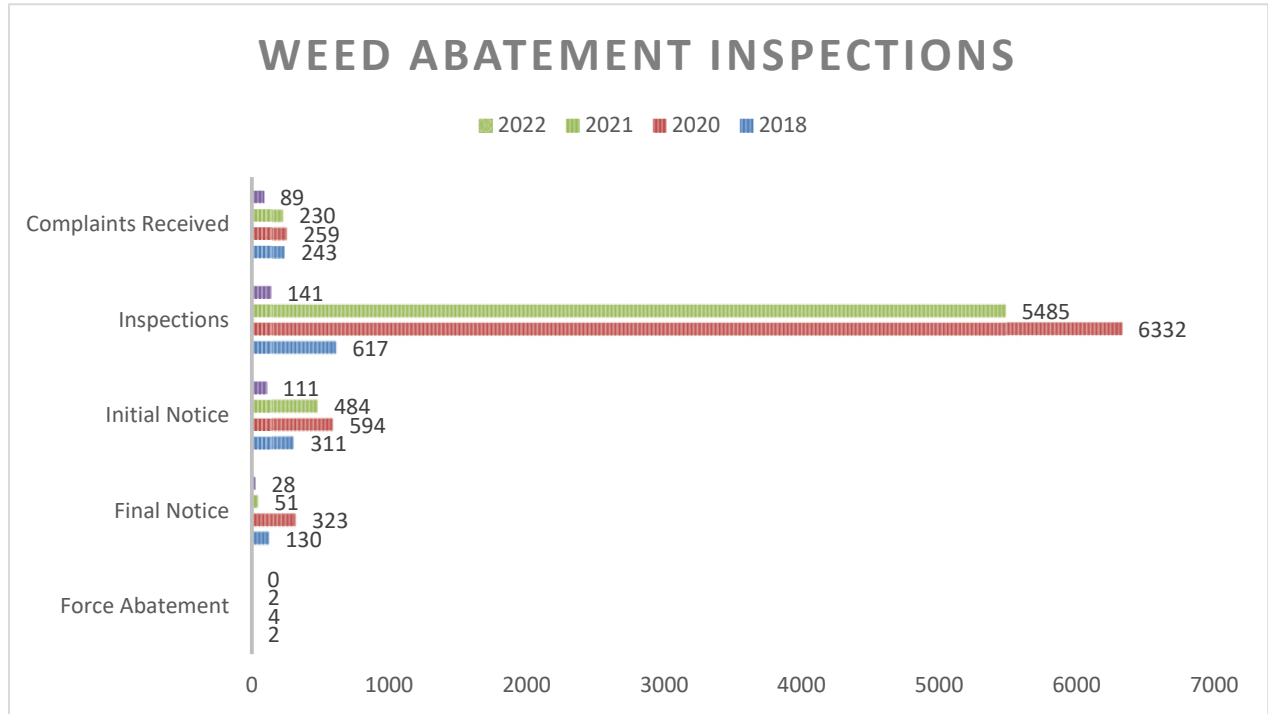
The annual state-mandated inspection program inspections consist of the following occupancy classifications: education facilities, residential structures and institutional facilities. The Fire Protection Specialist has completed all the required State-Mandated inspection as follows except for the residential care facilities to date which were suspended to reduce COVID-19 exposure. The list provided below is a breakdown:

- 140 apartments, condos, hotels, motels were inspected for fire and life safety compliance.
- 27 public, private schools and day cares were inspected for fire and life safety compliance.
- One detainment block at the Sheriff Substation was inspected for fire and life safety compliance.

WILDLAND/URBAN INTERFACE INSPECTIONS:

In late spring, the District annually sends out over 20,000 notices to district property owners in order to kick off the vegetation hazard abatement efforts. Throughout the year, we address customers concerns about vegetation management and/or defensible space via phone inquiry and front counter visits. The Customer Service/Social Media Specialist records all complaints, assists Staff with mailing and tracking notices, researches owner information and tracks citation notices so that we follow our abatement process and resolution. Fire Protection Specialists conduct field inspections of 156 Local Responsibility Area (LRA) parcels. In the State Responsibility Area (SRA), we responded to 91 requests for assistance and complaints from residents. We have a very high success rate with very few complaints leading to force abatement. The 2022 fire season had many residents concerned about the threat of wildfire in the community and the Fire Protection Specialist has invested many staff hours into following up with resident complaints and concerns. Due to the temporary staffing challenge the CRR Division

experienced, weed abatement enforcement focused on High and Very High Fire Hazard Severity Zones within the LRA area and complaint based in the SRA. AB-38 mandated inspections were also added by the State for our office to conduct at the point of sale of a structure which consisted of 66 inspections. Provided below is a chart indicating the number of parcels inspected compared to prior years.



Fire Investigations:

The Fire Investigation Unit had 29 call-outs for origin and cause investigations and/or to assist Sheriff with fire investigations, warrants, and the red tag of structures. The unit had 2 arrests related to arson in 2022. Four open arson cases are being carried into 2023. Sheriffs had 93 arrest or responses within our boundaries related to illegal fireworks, pyrotechnics disturbances, and arson.



PROGRAMS:

COLLABORATION WITH FALLBROOK FIRE SAFE COUNCIL (FSC):

This Program utilizes youth groups and other volunteers to perform vegetation maintenance for the elderly or disabled. We continue to maintain our relationship with the Fallbrook FSC that assisted with abating four parcels within the community. The Fire Safe Council also held a public forum regarding wildfire safety and evacuation.

COMMUNITY EMERGENCY RESPONSE TEAM (CERT)

We are continually collaborating with CERT on ways to reimagine the program to bring value and support to the district during large-scale disasters.

PUBLIC EDUCATION:

Community Risk Reduction and Operations personnel continue to support community events and business as requested by providing educational materials and information to the public. In 2022, we were able to participate in fire prevention open house and school presentations during fire prevention week as well as the following: Harvest Faire, Halloween community events, Avocado Festival, Christmas Tree Lighting, Christmas Parade, approximately 50 Fire Station Tours, senior smoke alarm installs, hands only CPR workshops, career days, Encore Club fire presentations, HOA fire presentations.

We continued to maintain a digital presence of public education through our social media platforms (Facebook, Instagram, and Twitter), taking various topics each month and posting about them weekly. We continued to use a Community Outreach Task Force approach that involve fire operations staff and fire administrative staff working together at community events and fire department messaging that will assist and inform the community. Most of the messaging is provided in English and Spanish.

In partnership with Fallbrook Health District, we have distributed flu vaccines to farmworkers and members of the general public alike, we have also continued regular Hands Only CPR classes.

2023 PROJECTIONS:

We may experience a slow-down in revenue for both plan review and new construction inspections with the increase in loan interest rates. The San Diego County fire mitigation fee schedule has been reviewed via a 3rd party through a NEXUS study . Fees are anticipated to increase in 2023. The new State FRAP map will have a negative affect with our community as it will drastically increase the amount of defensible space inspections within our jurisdiction.

Some of our larger building projects are as follows: Meadowood / Citro, SDG&E energy storage facility, Monserrate Winery is currently in the production phase, which will require

prevention staff on site most days. Campus Park West, Palomar College, Bonsall Oaks, Peppertree East, Peppertree West, Willow Tree Private School are in the early stages of planning. Ocean Breeze Ranch has completed planning and may be breaking ground this year. The CRR Division should experience a continued increase in workload related to new State regulations.

SUMMARY:

The Community Risk Reduction Division has continued to have an increased workload regarding new construction developments, weed abatement inspections, AB-38 point-of-sale inspections, state mandated inspections and investigations. Streamline and ArcGIS software has continued to improve organization, accountability, and scheduling. The Customer Service/Social Media Specialist has been beneficial in handling a large number of public inquires face-to-face or on the phone. The scheduled hours for plan submittals and drop-off at NCF Admin have increased the availability for field time by the Fire Protection Specialist and newly created Deputy Fire Marshal allowing for new construction, weed abatement, and state mandated inspections, investigations, and community complaints related to fire and life safety.

Having the Customer Service/Social Media Specialist position has also allowed the Division to develop and implement a tracking and record maintenance program so that we can enforce weed abatement inspections within the LRA as well as complaints within the SRA. The change in safety status of one Fire Protection Specialist position to Deputy Fire Marshal has allowed addition capability within the department related to fire investigations and firefighter safety concerns within the community. As a team, we continue to strive and adapt to meet the needs of the District.



**NORTH COUNTY FIRE
PROTECTION DISTRICT**
FACILITIES STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: D/C MACMILLAN AND CHIEF McREYNOLDS
DATE: FEBRUARY 21, 2023
SUBJECT: SOLE SOURCE STATION ALERTING PURCHASE & CONTRACT FOR SERVICE INSTALLATION

ACTION AGENDA

RECOMMENDATION:

- That the Board approve the sole source purchase and installation of a *Primary Dispatch G2 FSA System, Mobile App Service, Mapping Service*, along with a *Warranty & Support* contract from US Digital Designs. In accordance with District and County Purchasing Policy A-87, a sole source purchase must be approved by the Board of Directors.
- That the Board approve \$15,000 from contingency to cover the additional cost of the equipment above the \$155,000 that was budgeted.

BACKGROUND:

In the FY 22/23 budget, the Board approved \$155,000 in the Facilities CIP for new station alerting equipment for Fire Stations #1, #2, and #5. Station #3 will be upgraded with the new equipment during the upcoming station renovation, and Station #4 will be upgraded when a new station is constructed. The existing Comtech Station Alerting System is no longer adequately supported by the North Comm. The US Digital Designs G2 FSA System is now the primary Dispatch system that the North Zone JPA utilizes for alerting interfacing.

FISCAL ANALYSIS:

\$155,000 was budgeted in the FY22/23 budget for New Fire Station Alerting Equipment. The final cost of the equipment with installation was quoted to be near \$165,288.95. Staff would request the Board approve \$15,000 from contingency funds to cover any remaining delta.

The District has received a quote from US Digital Design for the following:

- Fire Station #1 G2 FSA System, warranty, and support - **\$41,964.45**
- Fire Station #2 G2 FSA System, warranty, and support - **\$36,664.25**

***Sole Source Station Alerting Purchase and Contract for Service Installation
February 21, 2023
Page 2 of 2***

- Fire Station #5 G2 FSA System, warranty, and support - **\$ 45,310.25**
- Installation Fee for all three Stations- **\$41,350.00**

Total Cost Estimate- **\$165,288.95**

SUMMARY:

Once approved, Staff will execute a contract for the services and equipment. It is anticipated that this project will be completed within 3 months.



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: BATTALION CHIEF DeCAMP AND CHIEF McREYNOLDS
DATE: FEBRUARY 21, 2023
SUBJECT: SALE OF SURPLUS VEHICLES

ACTION AGENDA

RECOMMENDATION:

That the Board approve the sale of three (3) District owned vehicles that have been deemed surplus.

BACKGROUND:

The District periodically reviews the reserve vehicle fleet to determine whether any older vehicles should be deemed and sold as surplus because they no longer fulfill the needs of the District. This typically happens following the purchase of new vehicles. District vehicles determined to be surplus are then usually sent to a regional public vehicle auction for sale.

DISCUSSION:

An assessment of our older District vehicles was recently conducted by NCF Fleet Services personnel. It was determined that one (1) 2001 Ford F-150 and, two (2) 2005 Ford Expeditions should be sent to auction and sold as they are no longer serviceable within District standards. In accordance with NCFPD Policy Section 217.04 *Disposal of Surplus Property*, the Board must give approval prior to the vehicles being released for sale due to the anticipated value being greater than \$1000.00.

FISCAL ANALYSIS:

It is estimated that the three (3) vehicles have a combined (approximate) value of \$5000.00.

SUMMARY:

By having this request approved, Staff will remove these surplus vehicles from the fleet and prepare them for auction. The most appropriate auction option will then be chosen.

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**NORTH COUNTY FIRE
PROTECTION DISTRICT**
FIRE CHIEF / CEO

TO: BOARD OF DIRECTORS
FROM: D/C MACMILLAN AND CHIEF McREYNOLDS
DATE: FEBRUARY 21, 2023
SUBJECT: EMERGENCY FACILITY ROOF REPAIRS AND CALIFORNIA ENVIRONMENTAL QUALITY ACT EXEMPTION

ACTION AGENDA

RECOMMENDATION:

That the Board adopt by a four-fifths vote Emergency Repair Resolution 2023-01, which will address rain-related roof damage at Fire Station #1 and the Fire Administration Building by:

1. Authorizing and directing the Fire Chief to proceed with the emergency roof repairs and execute a construction contract, in a form acceptable to General Counsel, with Sylvester Roofing Co., Inc., in a total amount not to exceed \$114,538.45; and
2. Finding the project exempt from the California Environmental Quality Act pursuant to Section 15301(a) (existing facilities) of the State CEQA Guidelines.

BACKGROUND:

During the recent atmospheric river rain events, roof damage was discovered on the Fire Station #1 roof and on the roof at the Fire Administration Building. The damage has resulted in water leaking down through the attic spaces and into the interior of the buildings, causing electrical and other damage that is ongoing.

Section 6.1 of the North County Fire Protection District Purchasing and Contracting Manual (Manual) provides that during emergencies, the procedures outlined in California Public Contract Code (PCC) §22050 shall be utilized instead of the rules found in Section 5.0 of the Manual when contracting for construction work. PCC §22050 authorizes public agencies to utilize special purchasing procedures when emergencies exist.

Pursuant to 6.3 of the Manual, the District Board may adopt a resolution by a four-fifths vote of all the members of the District Board, declaring that the public interest and necessity demand immediate expenditure of public money to safeguard life, health or

***Adopt a Resolution for Emergency Repair -
Fire Administration and Fire Station #1 Roof Tops
February 21, 2023
Page 2 of 3***

property, and the District Board may expend any sum required in the emergency for the construction or completion of any building structure or improvement without submitting the expenditure to bid. As provided in PCC §22050(a)(1), in the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.

Pursuant to PCC §22050(a)(2), before a governing body takes any action on emergency purchasing, it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency.

Accordingly, the District Board must adopt a Resolution 2023-01 by a four-fifths vote, making all necessary emergency findings, in order to proceed with the repairs without a competitive solicitation.

ANALYSIS:

Staff solicited and obtained quotes from a reliable roofing contractor, Sylvester Roofing Co., Inc., to perform the emergency roof repairs. The scope of work proposed by for the emergency roof repairs is included in Exhibit A and B and is as follows:

Fire Station #1 Roof

- Prepare existing roof system for overlay.
- TPO membrane applied over 9,000 sq. ft. roof.
- 20 Year Warranty and Maintenance Agreement.

Fire Administration

- Stucco repair 8” above roof decking.
- Wood railing replaced and added coping cap to waterproof top of parapet wall.

CEQA:

All of the proposed emergency repair work has no potential to cause a direct physical change in the environment nor a reasonably foreseeable indirect physical change in the environment and is exempt under the California Environmental Quality Act pursuant to Section 15301(a) (existing facilities) of the State CEQA Guidelines.

FISCAL ANALYSIS:

***Adopt a Resolution for Emergency Repair -
Fire Administration and Fire Station #1 Roof Tops
February 21, 2023
Page 3 of 3***

The cost for the emergency roof repairs at Fire Station 1 is estimated not to exceed \$104,358.45. The cost for the emergency roof repairs at the Fire Administration Building is estimated not to exceed \$10,180.00. Therefore, the combined cost of the emergency roof repairs is estimated at \$114,538.45. The District can accommodate the cost of these repairs through the *Facility and Grounds* account in the FY22/23 District budget.

To recuperate the funds required to cover the emergency repairs, the District has applied for emergency funding reimbursement through Cal OES/FEMA that has been made available through a California State Disaster Declaration. The declaration and associated funding were established due to the billions of dollars in damage that occurred throughout California during the December-January atmospheric river events.

SUMMARY:

If Resolution 2023-01 is approved by a four-fifths vote, Staff will immediately execute a contract for the emergency roof repairs. With additional rainfall possible in the coming weeks, a high priority will be given to these projects to ensure timely completion.



PROJECT ISSUE

Sylvester Roofing Company, Inc.
23-005. - 2023 Preconstruction Services

To: Sylvester Roofing Company, Inc.
Contact: Francisco Morales
Phone: (760) 803-4087
Email: Francisco.M@sylvesterroofing.com
CC: Luis Lopez

Date Initiated: 1/24/2023 UTC

Details

Issue: FR-30 Fire Station 1- 315 E Ivy St
Issue Type: Field Reports
Status: Final
Assigned To: Sylvester Roofing Company, Inc.
Contact: Anthony Zaffuto

Schedule and Cost Impact

Description: Overview:

315 E ivy St, Fallbrook CA 92028

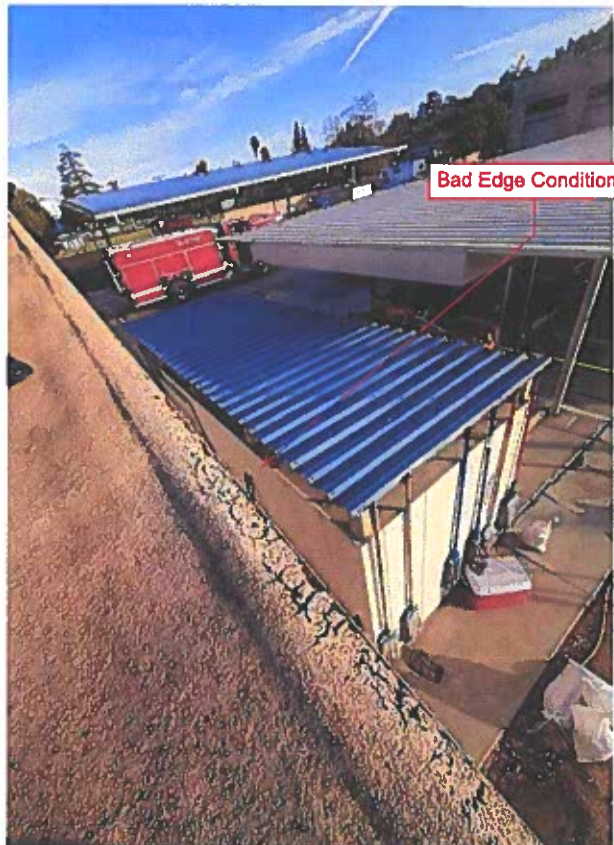
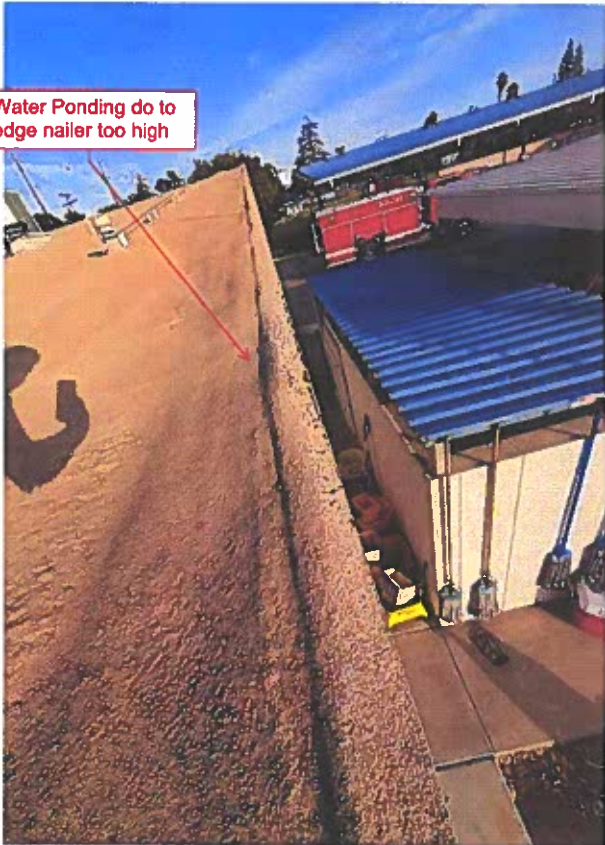
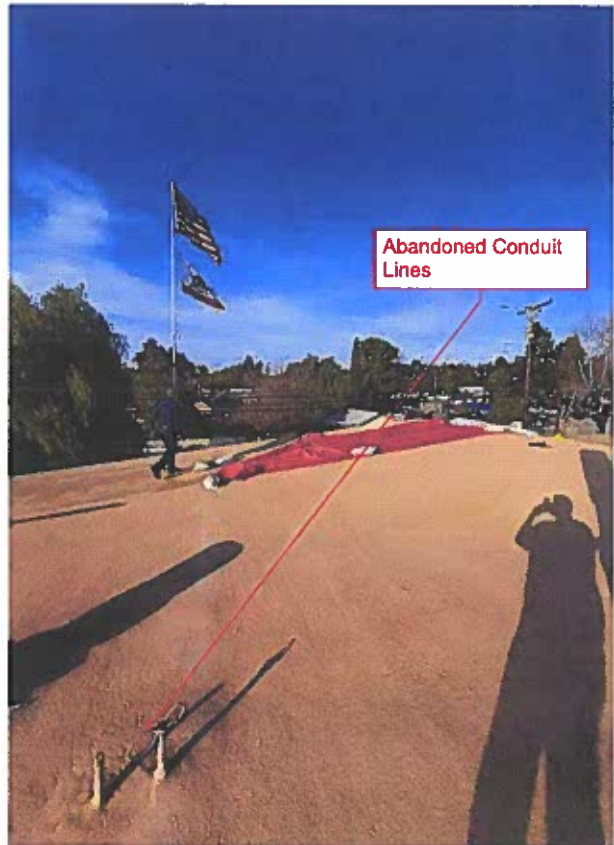
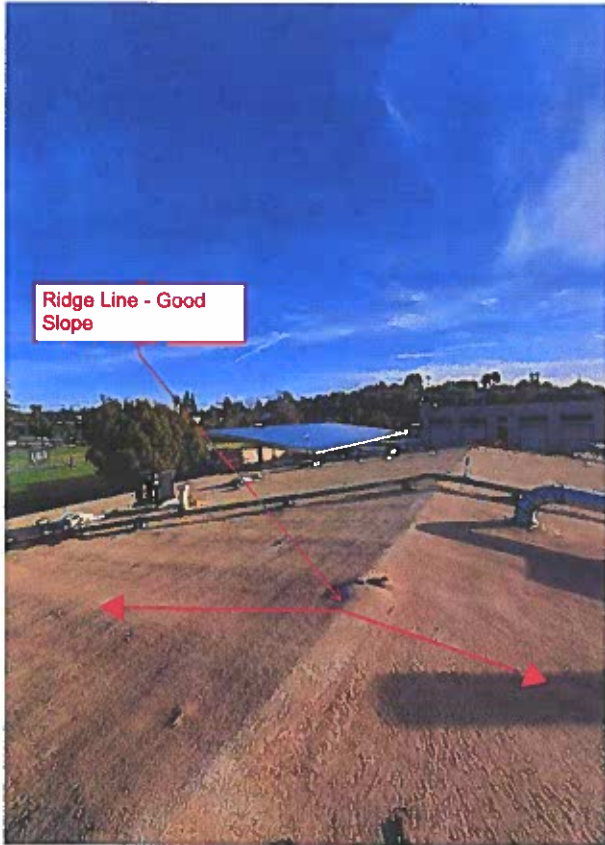
Tear off and Re-Roof Proposal

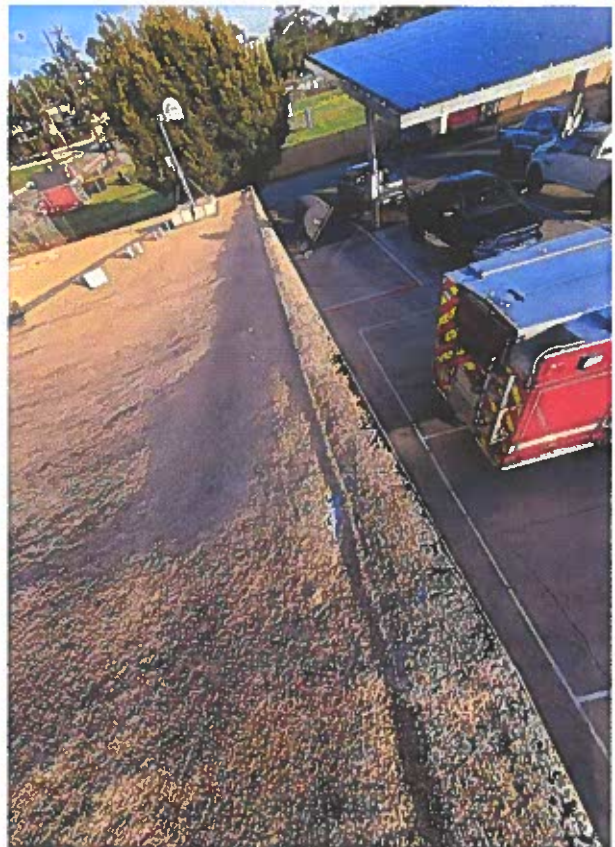
- (2) active leaks
- Wood deck- 60'x68' (Only measure one side of roof)
- 2" Foam Roof System
- (4) AC Units
- (4) skylights 40"x 40"
- Existing Gutter on Drainage side of roof
- (7) T-tops - 7"
- (25) Pipes Penetrations
- 5" Edge metal face (This may vary one the roof gets demo)
- Skylights Frame needs to be raise and may need to be replace
- Metal Dog house with a Pelican hood needed for Condenser lines
-

Impact: Schedule:
10-12 days

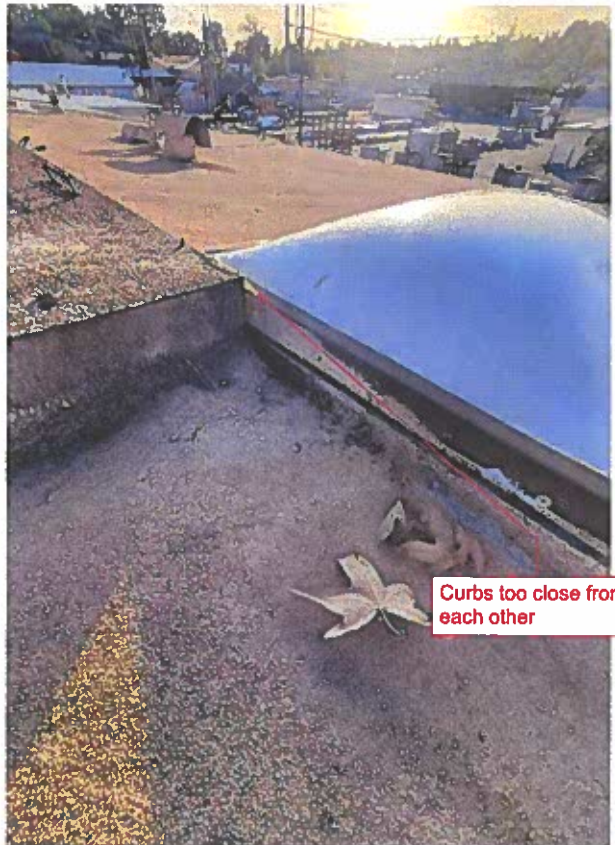
Cost:
See proposal

ROM:

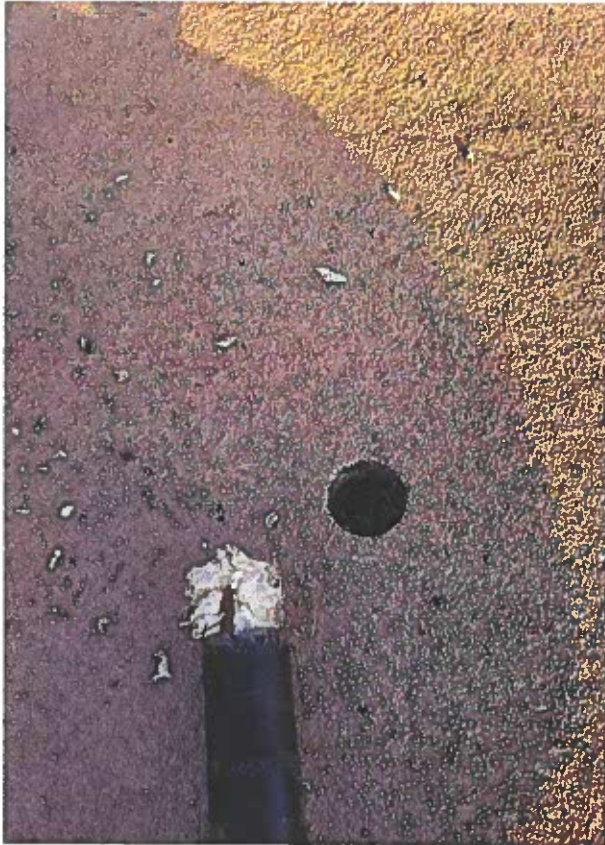




Power Line with Conduit running through roof



Curbs too close from each other



Core Sample Pictures





PROJECT ISSUE

Sylvester Roofing Company, Inc.
23-005. - 2023 Preconstruction Services

To: Sylvester Roofing Company, Inc.
Contact: Francisco Morales
Phone: (760) 803-4087
Email: Francisco.M@sylvesterroofing.com
CC: Luis Lopez

Date Initiated: 1/24/2023 UTC

Details

Issue: FR29 Fallbrook Fire Station
Issue Type: Field Reports
Status: Final
Assigned To: Sylvester Roofing Company, Inc.
Contact: Anthony Zaffuto

Schedule and Cost Impact

Description: Overview:
Please see Attachments

Impact: Schedule:
2-3 Days
Cost:
1.00 See Service Rate Sheet
ROM:
1.00 Not To Exceed \$10,180

Summary: Price based on T&M to apply waterproofing solutions based on the following narrative and pictures for deferred maintenance. Clay Tile Flashings to be replaced with current code flashings.

Note: Clay Tile is Stretched which means that the courses of tile were installed in a way where the "OVERLAPPING" tile at the "Lap" is below the recommended lap. The only way to correct this is to remove the tile, replace the underlayment, and reinstall tile over the New Paper. This solution is more than a repair and pricing can be provided upon request. Budget Range \$12-\$15/sft.



San Diego County Service Rate Sheet

The following rates represent hourly rates for service roofers effective
January 1, 2023 through December 31, 2023

Labor Rates Per Man Hour		Minimum 4 hour Charge
Standard Rate	\$125.00	\$500.00
Over-time Rate	\$187.50	\$750.00
Double-time Rate	\$250.00	\$1,000.00

Service truck fee per day applied to all service calls. Currently @ \$90.00 per day and is subject to change.

Standard Hourly rates apply for Service Work performed between the hours of 7:00 a.m. and 3:30 p.m. Monday through Friday.

Over-time Hourly rates apply for Service work performed between the hours of 3:30 p.m. and 7:30 p.m. Monday through Friday and Saturday from 7:00 a.m. to 3:30 p.m.

Double-time rates will apply to all hours worked outside of the above referenced time frames and after 3:30 p.m. emergency call outs.

Service hourly rates will include travel time both ways to and from site and if additional travel is required to obtain necessary material. (Portal to Portal).

Itemized materials billed separately (if required).

PAYMENT TERMS: There will be no retention of any kind withheld from work performed under this agreement. Payment for the above services will be due in full upon completion of the work. If the duration of the project extends past one month, Sylvester Roofing will submit an invoice for the work accomplished in that month. All invoices are due and payable Net 15 days of receipt or 1.5% interest per month may be added at the sole election of our firm. In the event it shall become necessary for Sylvester Roofing to institute legal proceedings to collect the cost of the installation charge as set forth herein, then and in that event the unsuccessful party shall pay to the successful party reasonable attorney fees.

Name:	Title:
Signature:	Date:
PO#:	Company name: Company address:
Site Address:	Contact Number:
Billing Email:	



Add a new Metal Flashing

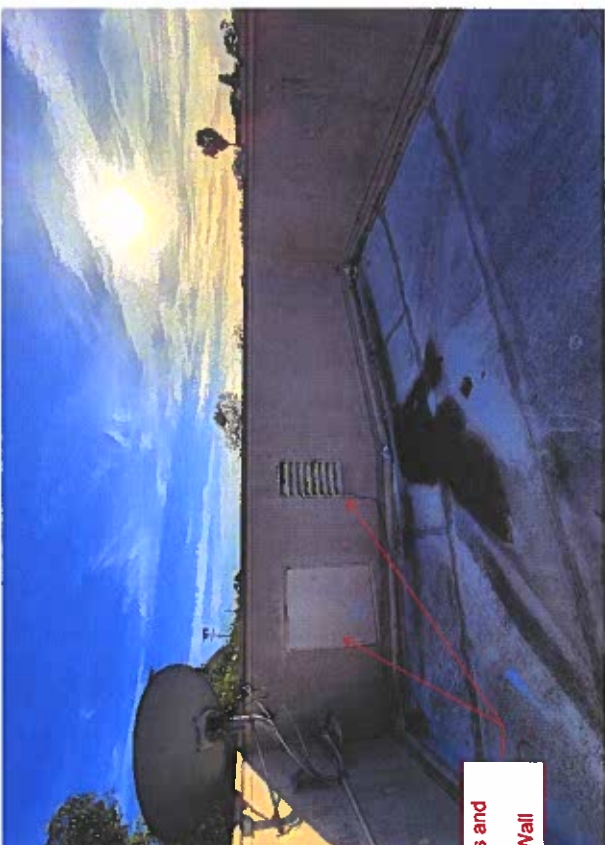
Stucco needs to be raised 8" above Roof Deck and away from corner



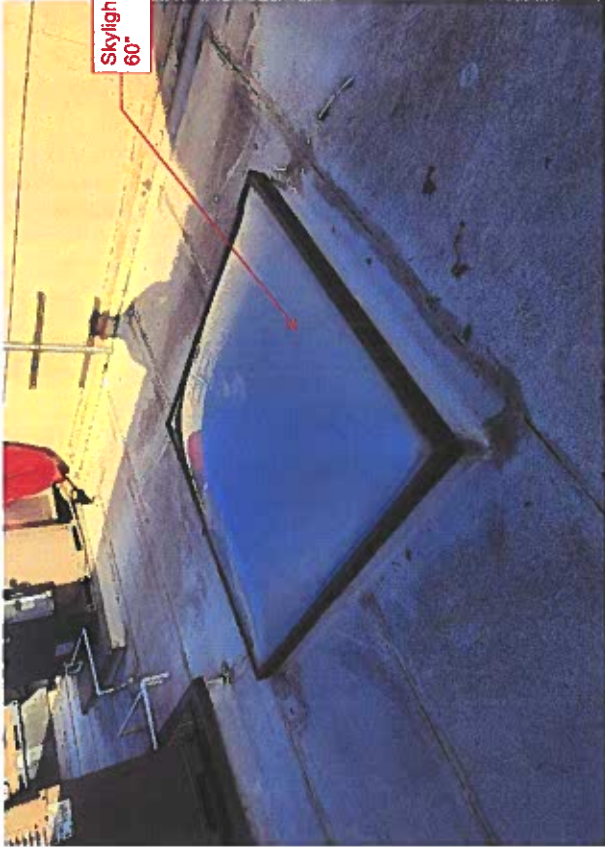
Wood needs to be replace and add a Coping Cap to waterproof top of Parapet Wall



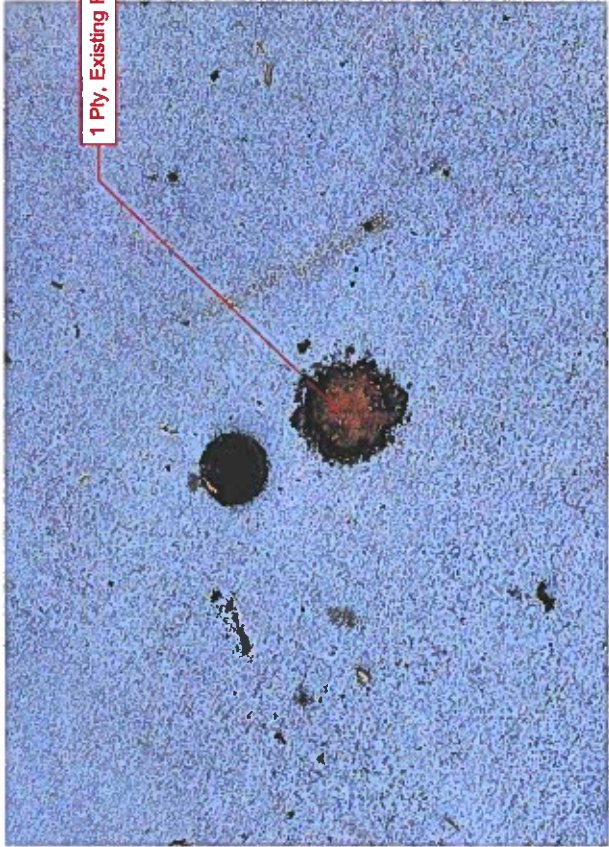
AC Duct running through Siding Wall - Two Locations



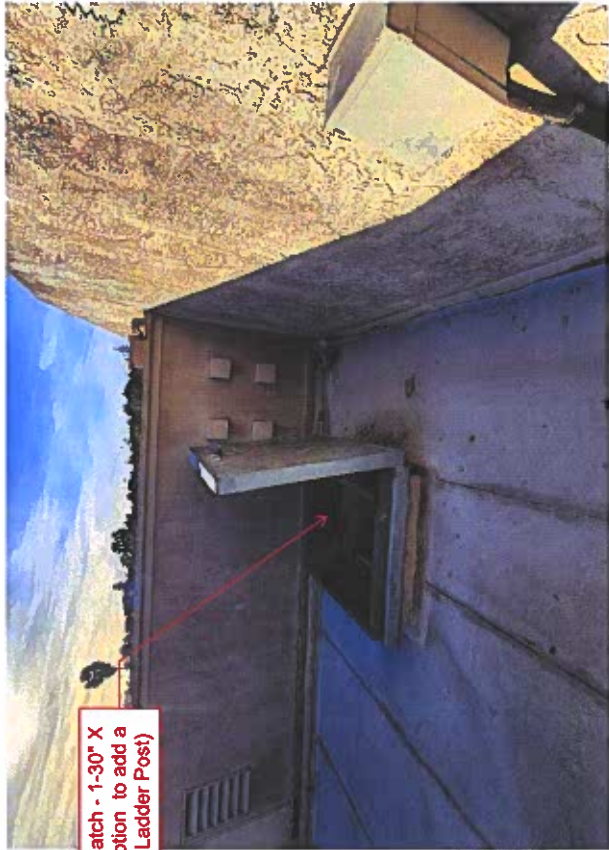
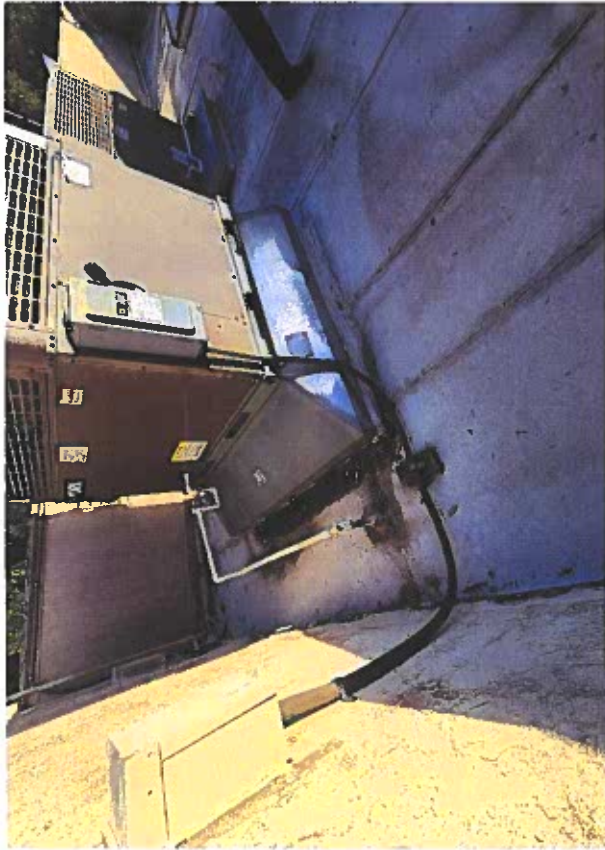
Access Doors and Louver Vents mounted on Wall



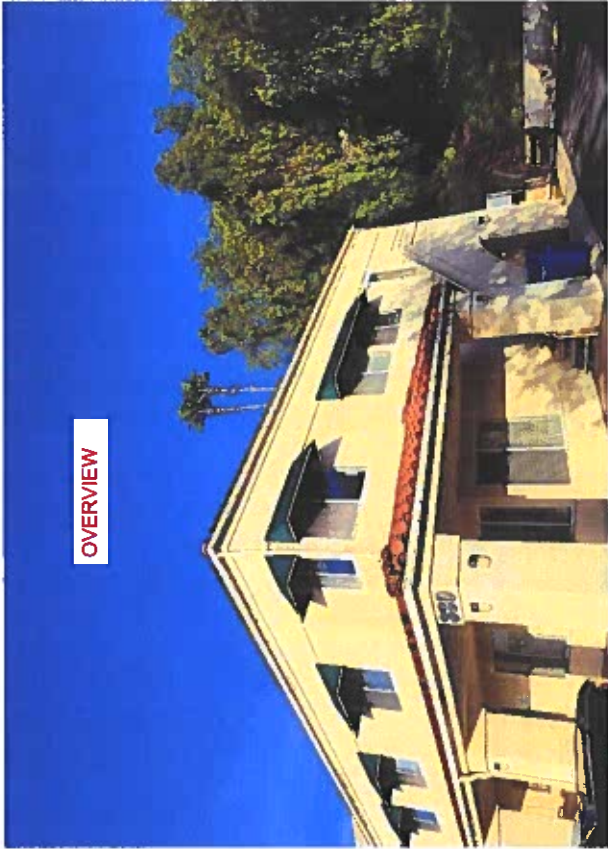
Skylight - 1-60" X 60"



1 Ply, Existing Roof



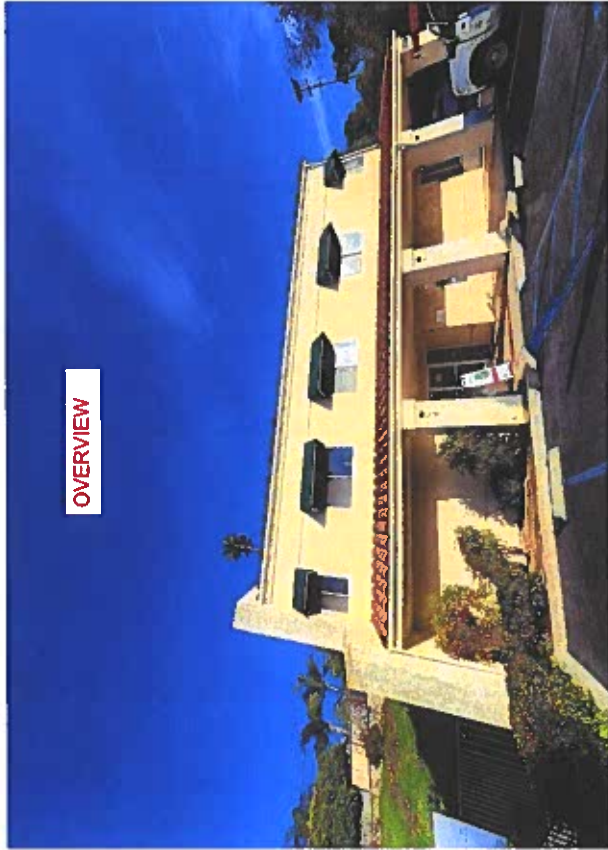
Roof Hatch - 1-30" X 36" (Option to add a Safety Ladder Post)



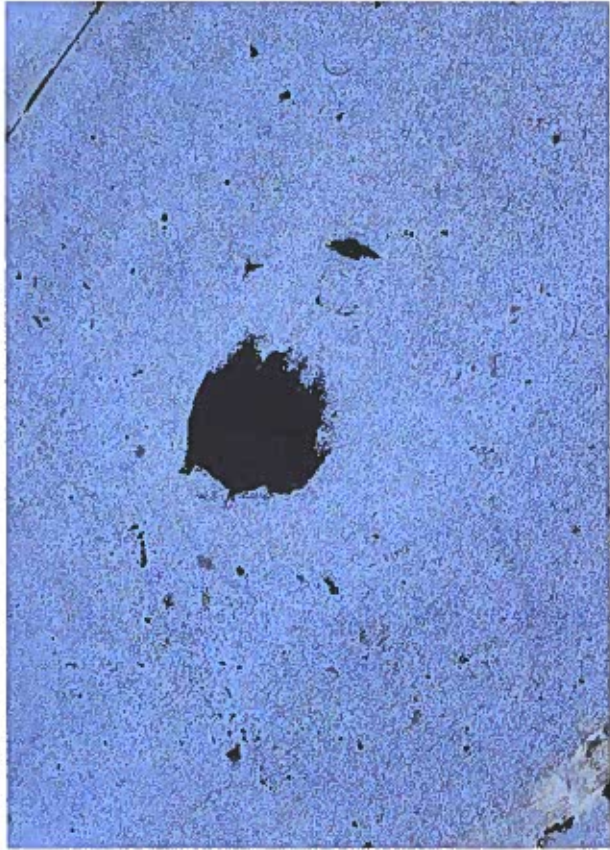
OVERVIEW

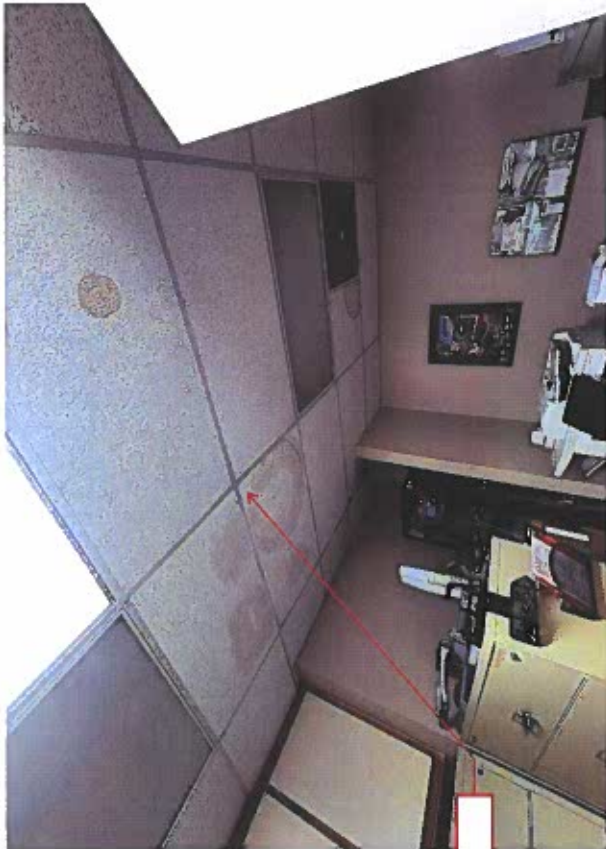
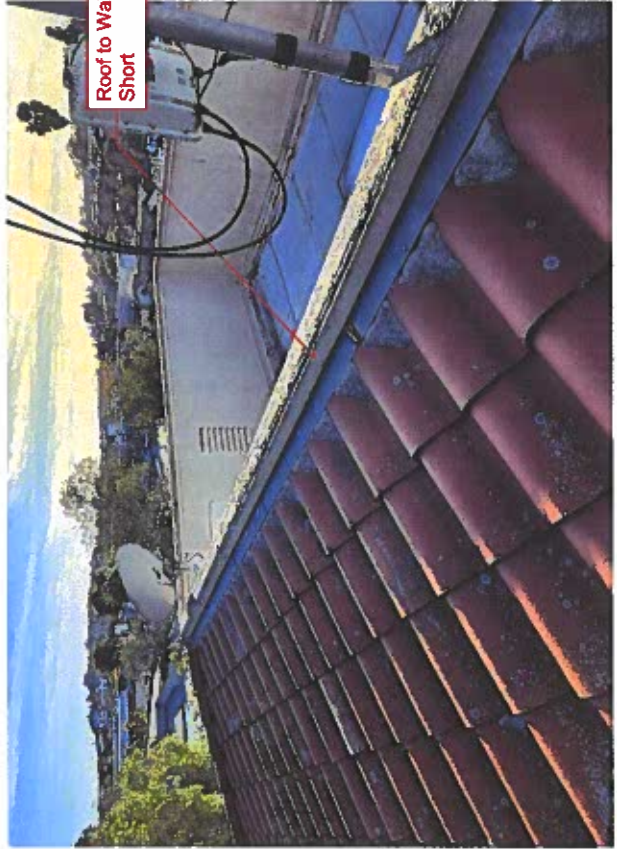
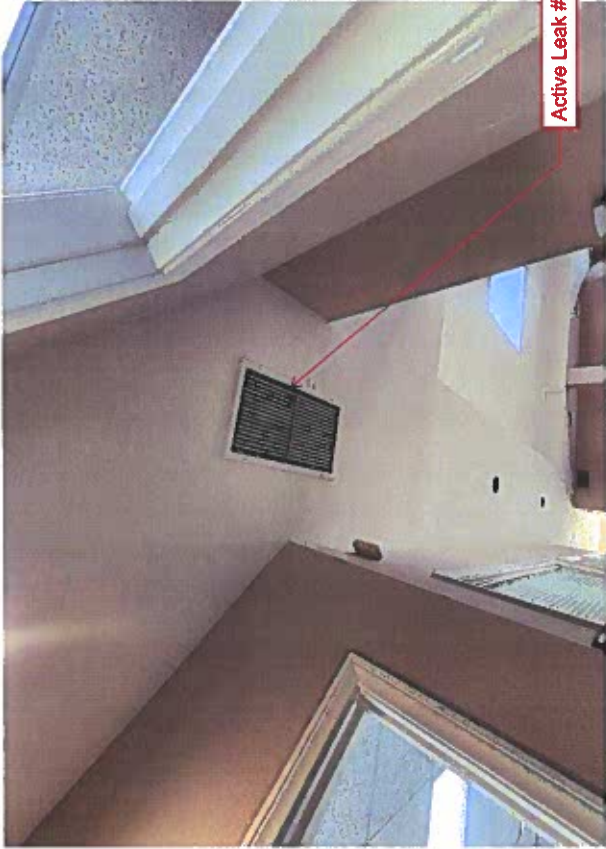


K Style Seamless Gutters



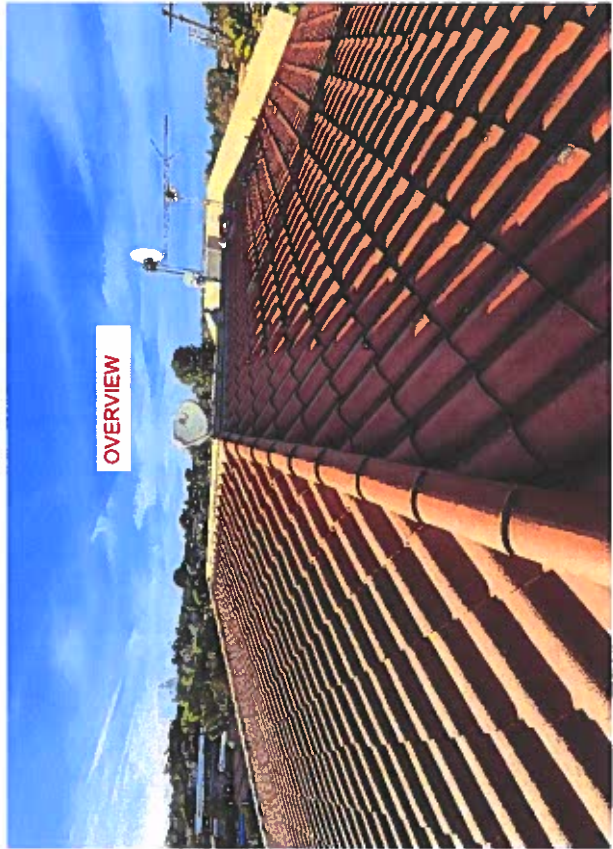
OVERVIEW



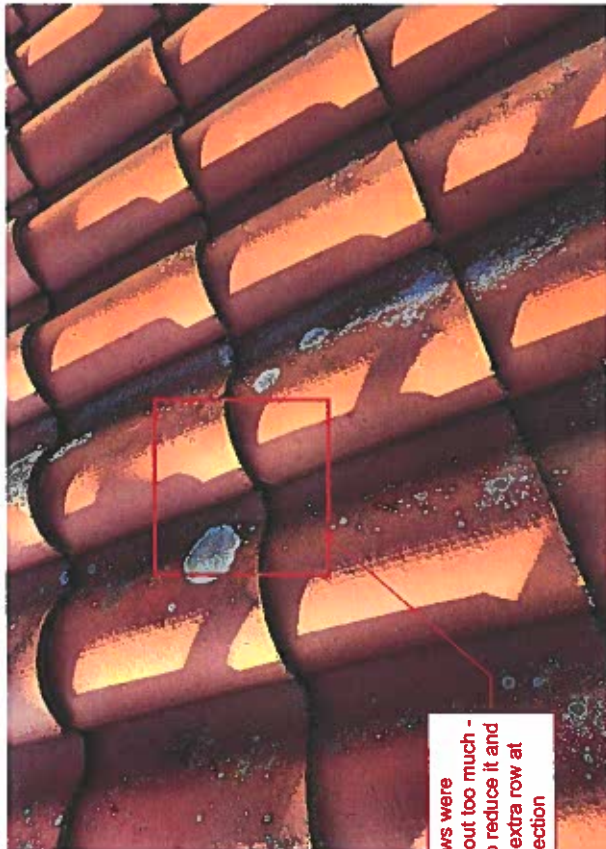




Broken Tile



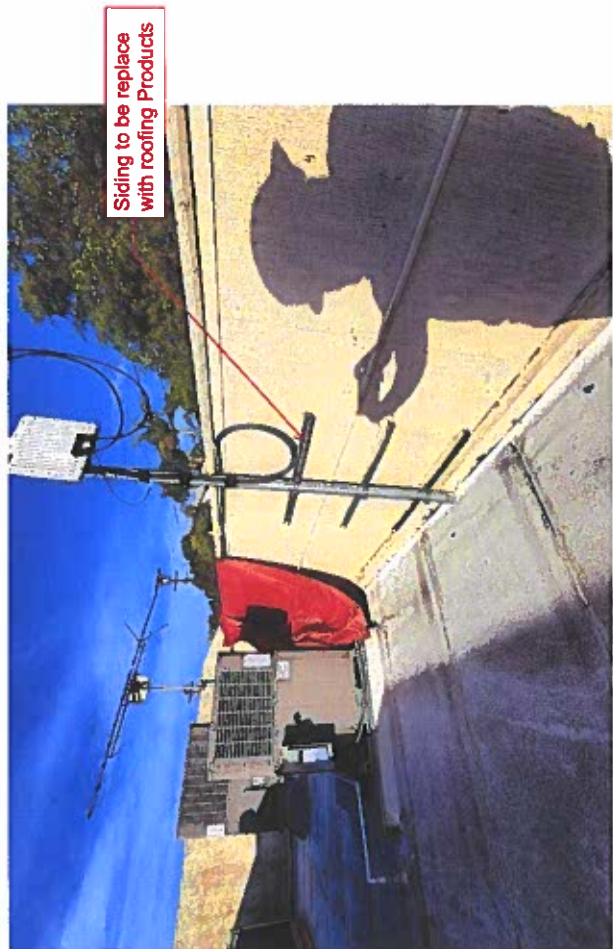
OVERVIEW



Tile Rows were stretch out too much - Need to reduce it and add an extra row at top of section



Penetrations missing a secondary Aluminum Flashing



NORTH COUNTY FIRE PROTECTION DISTRICT



RESOLUTION 2023-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH COUNTY
FIRE PROTECTION DISTRICT AUTHORIZING EMERGENCY ROOF REPAIRS AT FIRE STATION
#1 - 315 E. IVY ST., FALLBROOK CA 92028 AND FIRE ADMINISTRATION, 330. S. MAIN AVE.,
FALLBROOK CA 92028 BY SYLVESTER ROOFING CO., INC.; AND FINDING THE PROJECT
EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Whereas, during the recent atmospheric river rain events, roof damage was discovered on the Fire Station #1 roof and, on the roof at the Fire Administration Building. The damage has resulted in water leaking down through the attic spaces and into the interior of the buildings, causing electrical and other damage that is ongoing;

Whereas, there is an emergency need to conduct roof repairs at Fire Station #1 - 315 E. Ivy St., Fallbrook CA 92028;

Whereas, there is an emergency need to conduct roof repairs at Fire Administration - 330 S. Main Ave., Fallbrook CA 92028;

Whereas, Section 6.1 of the North County Fire Protection District Purchasing and Contracting Manual (Manual) provides that during emergencies, the procedures outlined in California Public Contract Code (PCC) §22050 shall be utilized instead of the rules found in Section 5.0 of the Manual when contracting for construction work;

Whereas, PCC §22050 authorizes public agencies to utilize special purchasing procedures when emergencies exist;

Whereas, pursuant to 6.3 of the Manual, the District Board may adopt a resolution by a four-fifths vote of all the members of the District Board, declaring that the public interest and necessity demand immediate expenditure of public money to safeguard life, health or property, and the District Board may expend any sum required in the emergency for the construction or completion of any building structure or improvement without submitting the expenditure to bid;

Whereas, as provided in PCC §22050(a)(1), in the case of an emergency, a public agency, pursuant to a four-fifths vote of its governing, may repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts;

Whereas, pursuant to PCC §22050(a)(2), before a governing body takes any action on emergency purchasing, it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay resulting from a competitive solicitation for bids, and that the action is necessary to respond to the emergency; and

Whereas, the District has received a quote from a reliable roofing contractor, Sylvester Roofing Co., Inc., to perform the emergency roof repairs at Fire Station 1, for a total not to exceed \$104,358.45, which is a fair and reasonable price.

Whereas, the District has also received a quote from Sylvester Roofing Co., Inc. to perform the emergency roof repairs at the Fire Administration Building, for a total not to exceed \$10,180.00, which is a fair and reasonable price.

NOW, THEREFORE, the Board of Directors of the North County Fire Protection District does resolve as follows:

1. That the above recitations are true and correct.
2. That the public interest and necessity demand immediate expenditure of public money to safeguard life, health or property, specifically to repair the roofs at Fire Station #1 and at Fire Administration.
3. That the nature of the emergency and roof repairs needed are such that the emergency will not permit a delay resulting from a competitive solicitation for bids, and immediate action in the form of roof repairs is necessary to respond to the emergencies as both structural and electrical integrity was compromised during recent storms, and to prevent additional structural and electrical system damage to the buildings by future stormwater infiltration.
4. That the District Board authorizes and directs the Fire Chief to proceed with the emergency roof repairs at Fire Station #1 and at Fire Administration and to execute a construction contract, in a form acceptable to General Counsel, with Sylvester Roofing Co., Inc. in an amount not to exceed \$104,358.45 for the Fire Station #1 repairs and an amount not to exceed \$10,180.00 for the Fire Administration repairs, for a total not to exceed amount of \$114,538.45.
5. That the District Board finds and determines that all work covered by the construction contract set forth above has no potential to cause a direct physical change in the environment nor a reasonably foreseeable indirect physical change in the environment and this project is exempt under the California Environmental Quality Act pursuant to Section 15301(a) (existing facilities) of the State CEQA Guidelines.

APPROVED, SIGNED AND ADOPTED by the Board of Directors, North County Fire Protection District, County of San Diego, State of California, on this **21st day of February, 2023** by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Cindy Acosta, Board President

ATTEST:

I HEREBY CERTIFY that the foregoing is a true and correct copy of the Resolution duly and regularly adopted by the Board of Directors of the North County Fire Protection District thereof held on the **21st day of February, 2023**, and that the same now appears on record in my office.

IN WITNESS THEREOF, I hereunto set my hand and affixed by official seal this **21st day of February 2023**.

Mavis Canpinar
Board Clerk

Official Seal



**NORTH COUNTY FIRE
PROTECTION DISTRICT
ADMINISTRATION**

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS AND BC CANPINAR
DATE: FEBRUARY 21, 2023
SUBJECT: CALL FOR NOMINATIONS – APPOINTMENT TO CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD

ACTION AGENDA

RECOMMENDATION:

The Board of Directors should determine if any members wish to nominate a representative to serve on the LAFCO Consolidated Redevelopment Oversight Board. If no, no further action is required. If yes, then a motion to nominate the individual will be required and the President will need to sign the nomination form.

BACKGROUND:

The Board of Directors has the opportunity make a nomination to appoint an eligible representative to serve on the Consolidated Redevelopment Oversight Board. This nomination is tasked with appointing one regular district representative due to the recent resignation of Mark Baker with Lakeside Fire Protection District. This term is open-ended until a member resigns.

DISCUSSION:

Candidates eligible for nominations must be Board members from districts that receive redevelopment monies. There are only nineteen (19) eligible independent special districts that are enrolled in the Redevelopment Property Tax Trust Fund (RPTTF). A listing of all enrolled independent special districts is provided in Attachment B.

Signed nominations must be returned to San Diego LAFCO **no later than Monday, March 6, 2023.**

FISCAL ANALYSIS: No fiscal impact.

SUMMARY:

Board members should determine if there is any interest in submitting a nomination as described in the attached documents. If not, no further action is required. If yes, then a motion making the nomination will be in order.



San Diego County
Local Agency Formation Commission
Regional Service Planning | Subdivision of the State of California

CALL FOR NOMINATIONS

January 31, 2023

TO: General Managers, Independent Special Districts
FROM: Tamaron Lockett, Commission Clerk
SUBJECT: Call for Nominations | Appointment to Consolidated Redevelopment Oversight Board

This communication serves as formal notice the San Diego Local Agency Formation Commission (LAFCO) is calling for nominations among independent special districts to appoint an eligible representative to serve on the San Diego County Consolidated Redevelopment Oversight Board.

With the preceding in mind, San Diego LAFCO is now commencing with the nomination period to fill the position. To this end, and consistent with adopted policies, the presiding officers and/or their delegated alternates for all 57 independent special districts in San Diego County are encouraged to submit nominations using the attached form.

In considering making potential nominations please note all of the following:

- As referenced all 57 independent special districts are eligible to make one nomination through their presiding officer or authorized delegate.
Only board members from districts that receive redevelopment monies are eligible to be nominated to serve on the Oversight Board.

Table with 6 columns: Administration, Chair, Vacant, Stephen Whitburn, Jo MacKenzie, Andy Vanderlaan. Includes contact info for Keene Simonds and lists members of the Cities Selection Committee and Citeis Selection Committee.

- Nominations must be signed.

Nominations must be received by San Diego LAFCO no later than by 5:00 p.m. on **Monday, March 6, 2023**. Nominations received after this date/time will be invalid.

Nominations may be submitted by mail, courier, or hand-delivered to the San Diego LAFCO office at 2550 Fifth Avenue, Suite 725; San Diego, California 92103. Additionally, and as an encouraged alternative, nominations may be submitted by e-mail and directed to tamaron.luckett@sdcounty.ca.gov noting in the subject: **Redevelopment Oversight Board Nomination**. Nominations received by e-mail will be confirmed by LAFCO and taken as consent to transmit subsequent communications – including ballots – by e-mail unless otherwise specified.

Should you have any questions or related follow up, please do not hesitate to contact me directly via e-mail at tamaron.luckett@sdcounty.ca.gov or telephone at 619.321.3380.

Thank you.

Attachments:

- A) List of the 57 Independent Districts Eligible to Make a Nomination
- B) List of the 19 Independent Special District Enrolled in RPTTF Whose Board Members are Eligible for Nominations
- C) Nomination Form

cc: Oversight Board Successor Agency
Rebecca Green, County of San Diego
SDAC Members

Attachment A

Independent Special Districts in San Diego County

- Eligible to Make a Nomination for Appointment to Oversight Board -

Alpine Fire Protection District	Rancho Santa Fe Fire Protection
Bonita-Sunnyside Fire Protection	Resource Conservation District of San Diego County
Borrego Springs Fire Protection	Rincon Del Diablo Municipal Water District
Borrego Water District	Rincon Ranch Community Services District
Canebrake County Water District	San Luis Rey Municipal Water District
Cuyamaca Water District	San Miguel Fire Protection District
Deer Springs Fire Protection	Santa Fe Irrigation District
Descanso Community Services District	South Bay Irrigation District
Fairbanks Ranch Community Services District	Tri City Hospital District
Fallbrook Regional Health District	Upper San Luis Rey Resource Conservation District
Fallbrook Public Utility District	Vallecitos Water District
Grossmont Healthcare District	Valley Center Cemetery District
Helix Water District	Valley Center Fire Protection
Jacumba Community Services District	Valley Center Municipal Water District
Julian-Cuyamaca Fire Protection	Vista Fire Protection District
Lake Cuyamaca Recreation & Park	Vista Irrigation District
Lakeside Fire Protection District	Whispering Palms Community Services District
Lakeside Water District	Wynola Water District
Leucadia Wastewater District	Yuima Municipal Water District
Lower Sweetwater Fire Protection	
Majestic Pines Community Services District	
Mission Resource Conservation	
Mootamai Municipal Water District	
Morro Hills Community Services District	
North County Cemetery District	
North County Fire Protection	
Olivenhain Municipal Water District	
Otay Water District	
Padre Dam Municipal Water District	
Palomar Health District	
Pauma Municipal Water District	
Pauma Valley Community Services District	
Pomerado Cemetery District	
Questhaven Municipal Water District	
Rainbow Municipal Water District	
Ramona Cemetery District	
Ramona Municipal Water District	
Rancho Santa Fe Community Services District	

Attachment B

Independent Special Districts in San Diego County | Enrolled in Redevelopment Property Tax Trust Fund (RPTTF)

- Elected or Appointed Board Members are Eligible for Nomination to Oversight Board -

Grossmont Healthcare District
Lakeside Fire Protection District
Lakeside Water District
Leucadia Wastewater District
Lower Sweetwater Fire Protection District
North County Cemetery District
Olivenhain Municipal Water District
Otay Water District
Padre Dam Municipal Water District
Palomar Health District
Pomerado Cemetery District
Resource Conservation District of Greater San Diego County
Rincon del Diablo Municipal Water District
San Marcos Fire Protection District
San Miguel Fire Protection District
Santa Fe Irrigation District
Tri-City Healthcare District
Vallecitos Water District
Vista Irrigation District

Attachment C

NOMINATION OF THE SPECIAL DISTRICT REPRESENTATIVE TO THE REDEVELOPMENT OVERSIGHT BOARD

The _____ is
(Name of Independent Special District)

pleased to nominate _____ as a candidate for
(Name of Candidate)

appointment as the SPECIAL DISTRICT REPRESENTATIVE

As presiding officer or his/her delegated alternate as provided by the governing board, I hereby certify that:

- The nominee is a member of a legislative body of an independent special district with territory within the boundary of the particular RDA Oversight Board to which the individual seeks appointment.

(Signature)

(Print Name)

(Date)

(Print Title)

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT FOR NOMINEE

- Limit two pages
- Must be submitted with Nomination Form



NORTH COUNTY FIRE PROTECTION DISTRICT

FIRE CHIEF/CEO

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: FEBRUARY 21, 2023
SUBJECT: PENSION UPDATE AND FISCAL SUSTAINABILITY DISCUSSION

DISCUSSION AGENDA

BACKGROUND:

In 2020 the District restructured 79% of its CalPERS Safety Plan Unfunded Accrued Liability (UAL) through a \$20.3M Pension Obligation Bond (POB). To support the POB, the District developed and/or enhanced various financial policies which ultimately resulted in the District earning an "AA-" inaugural credit rating. Recent CalPERS returns and assumption changes have impacted the District's UAL and overall debt repayment shape with CalPERS.

DISCUSSION:

Annually, CalPERS calculates the Market Value of District assets held on account with them. The annual CalPERS "actuaries" calculate how much the District is required to have in its account to pay out benefits to District retirees over the next 30-40 years (Actuarial Liability), most agencies have a "shortfall" or UAL. The UAL is not repaid all at once but amortized over time with the District paying down a portion each year (principal and interest). CalPERS annually adjusts this repayment schedule by adding a new "base" (i.e., layer) which adds to (in bad investment years) or lowers (good investment years) the overall repayment schedule. Over the past 20 years, the addition of these "layers," along with other CalPERS assumption changes, has created a very irregular repayment shape for most CalPERS public agencies.

Tonight, *NHA Advisors* will present an update on the POB performance and, options for stabilizing the irregular payment schedule.

FISCAL ANALYSIS:

In 2021 CalPERS realized a 21.3% investment return. Subsequently, in 2022 they saw a -7.5% loss. This loss added \$16M to the Districts UAL. The District is currently exploring options to stabilize CalPERS payments that will be increasing in the coming years.

SUMMARY:

Moving forward, it is important for the District to develop a holistic strategy for addressing CIP needs, and debt liabilities (CalPERS UAL/POB/leases), while maintaining strong reserves and financial resiliency. This will help with budgeting in the coming years and ensure the District continues to meet future pension obligations and overall District fiscal health.



501 West Broadway - Suite 1600
San Diego, California 92101-8474
voice 619.814.5800 - fax 619.814.6799
www.bwslaw.com

MEMORANDUM

TO: Board of Directors
North County Fire Protection District

FROM: Kristen S. Steinke

DATE: February 21, 2023

RE: General Counsel Board Report for February 21, 2023

Attached to this memo for your information and review is this month's legal update on new legislation (SB 1439) that affects public entities throughout the State, including the District.

Please feel free to reach out with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kristen S. Steinke".

Kristen S. Steinke



RELATED PRACTICES

Public Law

RELATED PEOPLE

Chad W. Herrington

SB 1439: New Rules on Campaign Contribution Disclosure

Senate Bill 1439 will make substantial changes to the Levine Act, primarily in the area of local governmental officials' ability to accept campaign donations from both parties and participants in hearings and decisions regarding licenses, permits, and entitlements for use. SB 1439 became effective on January 1, 2023. While its changes are relatively straightforward, the bill was unclear as to the effect of campaign donations received in the 2022 election cycle. The Fair Political Practices Commission (FPPC) met on December 22, 2022 and adopted an [opinion](#) relating to its interpretation of SB 1439 and its revisions to Government Code section 84308, concluding that the regulations pertaining to contributions should apply to contributions received **after** the effective date of January 1, 2023. As indicated in the Opinion, the FPPC confirmed that there is no clear indication that the Legislature intended SB 1439 to apply retroactively to contributions received prior to January 1, 2023.

Signed by Gov. Newsom on September 29, 2022, SB 1439 makes a number of changes to Government Code Section 84308, primarily by extending the applicability of the Act to elected governing boards (previously it only applied to appointed officials). SB 1439 therefore prohibits these officials from accepting, soliciting or directing a campaign contribution of more than \$250 from any "party" to or "participant," as those terms are defined, in a proceeding involving a license, permit or other entitlement for use both while that proceeding is pending and for 12 months following the date a final decision is rendered. The bill also requires city council and board members to recuse themselves from any proceeding if the member received a campaign contribution of more than \$250 from a person involved in the proceedings within the previous 12 months. It does allow for the return or disgorgement of prohibited contributions within 30 days of receipt or of the official knowing that the contribution came from a participant or party to a qualifying proceeding.

CalCities will work with the FPPC to draft long term regulations to ensure fair implementation of SB 1439.



**NORTH COUNTY FIRE
PROTECTION DISTRICT
FIRE CHIEF/CEO**

TO: BOARD OF DIRECTORS
FROM: KEITH MCREYNOLDS, FIRE CHIEF/CEO
DATE: FEBRUARY 21, 2023
SUBJECT: WRITTEN CORRESPONDENCE

● **WRITTEN COMMUNICATION:**

- January 17, 2023: Letter from the San Diego Regional Fire Foundation
- January 20, 2023: CERT program update
- January 22, 2023: Letter to the Fallbrook Planning Group

● **BOARD RECOGNITION PROGRAM:**

● **E-Mail thank you note, January 2023:**

Captain Lewis	Engineer Soriano
Firefighter Paur	Single Role Paramedic Saldana
EMT Webb	

● **E-Mail recognition for Public Outreach, January 2023:**

Dani Vargas



January 17, 2023

Palomar Community College
1140 W. Mission Rd.
San Marcos, CA 92069

Attn: Cashier

The San Diego Regional Fire Foundation is please to provide this check for \$7,000 for the following three scholarships:

\$5,000 for John (Mitch) Vincent, student id #012365469 attending your Paramedic Program. The funds should be deposited into his account and may be used for tuition, books, fees, uniforms, or other Paramedic Program expenses.

\$1,000 for Malia Nixon, student id #012865735, for attending your Fire Academy Program. The funds should be deposited into her account and may be used for tuition, books, fees, uniforms, or other Fire Academy Program expenses.

\$1,000 for Paco Willard, student id #013609504, for attending your Fire Academy Program. The funds should be deposited into his account and may be used for tuition, books, fees, uniforms, or other Fire Academy Program expenses.

Please contact me at frank@sdfoundation.org with any questions.

Sincerely,

Frank Ault
Board Chairman

cc: Chief Keith McReynolds
Mary Murphy
Joan Jones
Mitch Vincent
Malia Nixon
Paco Willard

From: Tom Harrington <tharrington@ncfire.org>
Sent: Friday, January 20, 2023 7:43 AM
Subject: CERT update

Good morning,

Last night CERT held its January meeting at FPUD. I am happy to report that we had a good turnout of community members wanting to join CERT. We had 17 new members that wanted to join CERT and attend an academy. There are signs that CERT is on its way back to being of value to our community. There are two areas I need support in order to keep up the momentum.

The first area of support is going to be with the CERT Academy. I am currently working with CERT to develop a timeline for this academy. Historically the CERT Academy was taught over a few weekends and had a final evaluation/drill. In the past, most of the training has been handled by CERT instructors and augmented by a few of our firefighters for some topics. Our current CERT leadership is certified and able to do most of the training as they have done in the past. Once the CERT Academy schedule is set up, I would like to support a day or two with our engine crews. We would also need to support the final evaluation/drill with our Explorers.

The second area of support is to continue the CERT outreach. SDSO has been doing extensive outreach with neighborhood watch groups and inviting me to talk about NCF and CERT. The community members wanting to join a neighborhood watch group seem to be willing to join CERT. It is a good partnership. I want to continue with this outreach with SDSO.

The CERT budget I put together will be able to cover both of the requests. I want to make sure that this meets both of your expectations.

On a separate note, there is a new CERT member from the San Francisco area who was very involved in the EOC as a CERT member. She wants to get two to three of the new members of this group up to speed with supporting our DOC.

Thank you,

Tom



NORTH COUNTY FIRE PROTECTION DISTRICT

330 S. Main Avenue • Fallbrook, California 92028-2938 • Phone: (760) 723-2005 • Fax: (760) 723-2072 • Web: www.ncfire.org

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MAVIS CANPINAR - Executive Assistant/Board Clerk - mavis@ncfire.org

1/22/2023

Eileen Delaney
Fallbrook Planning Group
Fallbrook, Ca
92028

Ms. Delaney,

With the ongoing discussion of adding a traffic signal warning light further south of the new S. Mission and Green Canyon traffic signal, I would ask that the Fallbrook Planning Group please consider making a formal request to the San Diego County Traffic Engineering Division to add an *Opticom* receiver on that potential warning light post if one is installed.

The *Opticom* system allows our units to change intersection traffic signal lights from red to green while traveling code 3 (red lights and sirens) in the direction of travel. The system allows for faster response times and safety for our units while traveling through controlled intersections. The *Opticom* system requires a clear line of sight between the infrared or strobe *Opticom* transmitter our units emit from our apparatus to the receiver mounted at the intersection. The system activates once the receiver receives a coded signal from the unit emitter.

The intersection of S. Mission and Green Canyon is especially challenging since the "S" curve south of the intersection does not allow the system receiver to receive the emitted signal until our units are literally on the intersection. This is causing our emergency response units to have to cross the double-yellow line on a curve when traffic is backed up, with very little shoulder room for stopped vehicles to pull to the side of the road. This is creating a hazard for all drivers. Having an *Opticom* receiver mounted atop a signal warning light further south of the intersection would allow the northbound traffic signal to revert to green, and the other three directions to turn red. This would provide added safety for our apparatus operators and the other vehicles on the road.

Thank you for your committee's consideration on this matter.

Respectfully,



Keith McReynolds

Fire Chief
North County Fire Protection District
330 S. Main St.
Fallbrook, Ca
92028



PROUDLY SERVING THE COMMUNITIES OF FALLBROOK, BONSALE AND RAINBOW

Subject: New form submission received: Contact Us



North County
Fire Protection District

Contact Us

Message:	<p>We received the thoughtful note from Station 1 - "C crew" regarding their response to the 911 call for Dave. We are so appreciative to this whole crew, their professionalism, their empathy, their competency, and their empathy. Thank you for saving my husband's life. Thank you for keeping me company and calm during a very traumatic event. The C crew is excellent. If this crew represents the whole group at Station 1, then we are extremely lucky here in Fallbrook. This includes the entire team: Soriano, Parr (sp?), Saldana, Johnson, Webb, and especially the leadership of Captain Lewis. If there is something we can do to help to support your station, please let us know. Sincerely, Whitney Raffety 1758 Via Entrada 6198384123</p>
Subject:	Raffetys on Via Entrada
Your email:	whitneyraffety@gmail.com
Your name:	Whitney Raffety

[Reply / Manage](#)

Powered by [Streamline](#).

On Jan 26, 2023, at 7:56 AM, Mavis Canpinar <mavis@ncfire.org> wrote:

Hi –

This is some kudos to Dani Vargas, our very own media queen.

Dani - You put so much effort into what you do, and it shows! From the Christmas parade to retirement announcements and now the pump pop demo, your dedication and passion for creating engaging and thoughtful content for our multiple social media platforms is priceless. The collaboration between you and Captain Choi, which I witnessed yesterday, is the epitome of teamwork.

Thank you, Dani, for going above and beyond to showcase North County Fire in such a positive light. Your passion and dedication allow us to share our accomplishments with the community in this generation's newspaper.

Mavis

<image002.png>

Mavis Canpinar | Executive Assistant ~ Board Clerk

North County Fire Protection District | 330 S. Main Ave – Fallbrook, CA 92028

T: (760) 723-2012 **C:** (760) 468-8285

mavis@ncfire.org | www.ncfire.org

Proudly serving the communities of Fallbrook, Bonsall and Rainbow ~ Duty, Integrity and Respect

Discover North County Fire on social media:

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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

Large tree falls on motorhome in downtown

By [Village Staff](#)



Village News/Debbie Ramsey photo

A large tree falls on a motorhome in downtown Fallbrook.

At 9:57 am it was reported that a large tree had fallen on a motorhome that was parked at 122 Ash St. near the historic Heritage Hall in downtown Fallbrook. NCFPD is on the scene.

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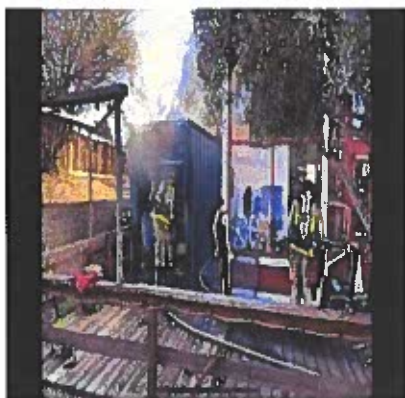
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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

Commercial fire in downtown Fallbrook

By [Village News and AC Investigations](#)

Avoid Main St. between Fallbrook and Alvarado St.



Village News/ AC Investigations photo

Firefighters spray the inside of the container that had the fire burning inside.

A commercial fire was reported to NCFPD in the 100 block of Ash Street in Fallbrook. Fire crews were able to keep the fire contained to the storage container. Nobody was injured, according to NCFPD PIO John Choi.

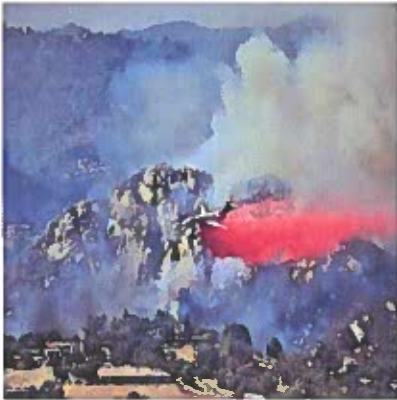
The fire was originally reported in the 500 block of Main St. at 2:44 pm on Tuesday, January 24. According to Tony Campbell on the scene for Village News, the fire, while it looked like it might be Heritage Hall, was actually a container on the east side of the Heritage Hall property.

Initial reports on the scene seemed to suggest that it may have been an electrical fire but PIO Choi reports that the cause is under investigation.

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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

Residents protest hit-and-run charge, suspect arson in Sandia Creek Fire



A plane drops fire retardant on the Sandia Creek fire, Sept. 4, 2022; residents suspect the fire was purposely set. Village News/Bill Carnahan photo

Julie Reeder

Publisher

A readiness hearing took place last week in relation to the arrest made last year after the Sandia Creek Fire on Sept. 4, 2022. The man arrested was 41-year-old Fallbrook resident Preston Judd.

The readiness hearing related to a misdemeanor hit and run charge. Judd is accused of fleeing the scene after hitting a wooden light post located at the Sandia Creek Drive gate. However, Village News talked to several Sandia Creek residents who are surprised that Judd is not being charged with arson after viewing a video they say they turned over to authorities.

The Sheriff's Department, North County Fire Protection District and Cal Fire were working together to investigate the incident.

There was an amazing response of air power and ground crews to the Sandia Creek Fire, which mysteriously started near the new Sandia Creek Gate on Sunday, Sept. 4, 2022 at about 1:34 pm.

The fire was contained to 30 acres and there was no loss of life, but residents suspected it was caused by arson after viewing the video surveillance system they installed at the controversial gate.

Sandia Creek resident Ron Wylie wrote, "There is video of this man stopped at the closed gate, and his ensuing actions that followed including a suspicious brush fire there at the side of the road next to his car. There was no fire at any of the wooden light posts that are located there. There was no fire in or on his car as he had gotten out and walked around it prior to the fire starting, then got back in and drove off.

"The tremendous and very expensive response to this rapidly starting and spreading brush fire on a very dry and windy day saved the homes of an entire neighborhood. It appears this man should be held accountable."

Wylie continued, "The 'late notice' that we in the neighborhood received was making it clear to us that the County District Attorney must not have had all of the information and 'evidence' in the case.... and was seemingly getting ready to let this guy off with a warning, a short parole, and basically a 'slap on the hand'.... suggesting that the taxpayers would just be stuck with the costs. Costs, luckily, that did not include any loss of human life.

"A great deal of valuable animal habitat was lost, and we, as neighbors, will likely be stuck having to deal with the dangerous mud and rocks on the road after each rain... and further be saddled with the cleaning and removal of that same mud and debris after every major rain."

Wylie said one of his neighbors did make it down to the hearing and was able to speak with the Deputy District Attorney for the case where he learned that the D.A. and staff had not had the time to even open the file and study the facts before going to this hearing themselves.

Wylie said his neighbor, who Village News was not able to talk to directly, reported, "Learning that there was indeed a great deal of additional facts and supporting information, videos, etc. that might indeed warrant this case being classed as 'arson' rather than a misdemeanor 'hit and run' and the case would be deferred to a later date."

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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

FCPG seeks additional signage, modifications for Mission/Green Canyon signal

Joe Naiman

Village News Reporter

The traffic signal at the intersection of South Mission Road and Green Canyon Road was made operational Nov. 22. The Fallbrook Community Planning Group has expressed its desire for additional notification signage and operational modifications.

A 14-0 planning group vote Jan. 16, with Anna Strahan absent, approved a request to the county's Department of Public Works for more signage further away from the intersection to notify drivers that a signal exists past the South Mission Road curve. "We want to make sure that drivers are alerted," said planning group chair Eileen Delaney. "We're going to ask them to look into that."

In January 2017, the San Diego County Board of Supervisors added the intersection to the county's Traffic Signal Priority List. Priority points rather than how long a signal has been on the list determine the next intersection in the unincorporated county to be signalized when funding is available (a signal installed as part of a development is not subject to the Traffic Signal Priority List).

Design issues can also delay the process from a signal being placed on the Traffic Signal Priority List to the beginning of construction, and that includes a "T" intersection in which part of the signal system is placed on private property. In August 2020, the Board of Supervisors approved San Diego County's fiscal year 2020-2021 budget which included funding for traffic signals at the intersections of South Mission Road and Green Canyon Road, East Mission Road and Santa Margarita Drive, and Old Highway 395 and Rainbow Glen Road.

When the light is red for South Mission Road, motorists traffic backups may occur. “We also want them to adjust the timing on that,” Delaney said.

The planning group also requested adjustments regarding the strobe system which allows North County Fire Protection District or other emergency vehicles to change a red light to green. “That should be further back from there,” Delaney said.

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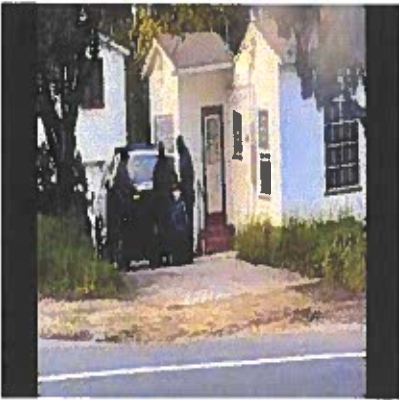
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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

UPDATE: Deputies respond to 911 call of screaming

By [Village News Staff-AC Investigations](#)

Dead body taken from vacant home on E. Mission



Village News/AC Investigations

Sheriff's deputies and on-call narcotics detectives respond to a report of a person in distress in a vacant home on E. Mission Rd. Attempts by Sheriff and Fire personnel to revive the young man were unsuccessful.

BREAKING NEWS: "Deputies responded to a 911 call with a male and female heard screaming. Upon Deputy's arrival, a male was found in medical distress due to a possible drug overdose. Deputies administered two doses of naloxone and then started CPR," according to SDSO Fallbrook Substation Lt. Aldo Hernandez.

"The North County Fire Department arrived and assisted in providing medical aid, but unfortunately, the male was pronounced dead on the scene," Lt. Hernandez released in a statement.

"On call Narcotics Detectives responded to the scene and took over the investigation."



A male passed away, possibly from a drug overdose in a vacant home on E. Mission Rd.

The body of a male person was taken by the Medical Examiner's office from an abandoned home at 1295 E. Mission Saturday morning. The identity of the deceased has not been released as of 7:51 am.

NCFPD PIO John Choi said, "There was a pronouncement this morning. The fire department was activated by SDSO. They found him in CPR status and started resuscitation, but the patient was unresponsive and pronounced on scene."

The call came in at 3:49 am on Saturday, Jan. 28. "It looks like it was a suspected drug overdose but the Medical Examiner will determine that. I wasn't on the scene, but I don't see any reports of obvious trauma to the body," said SDSO Media Relations, Lt. Collins.

A person close to the victim said they suspected the overdose was due to fentanyl.

The vacant house on E. Mission has been an ongoing issue with law enforcement.

You might be interested in:

- [Accident on Main Ave](#)
- [Sheriff Log](#)
- [Pala Casino presents Spyro Gyra and Peter White Feb. 17](#)
- [Rain storms bring water to Fallbrook](#)
- [County cleans up homeless camps](#)

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NCFPD saves water by training with Pump Pod



North County firefighter Max Paur sends water from a firehose into the Pump Pod. The Pump Pod allows firefighters to train in pump control valve operation without wasting water. The water

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD saves water by training with Pump Pod



North County firefighters demonstrate the water saving benefits of the Pump Pod for members of the community. Village News/Shane Gibson photo

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD saves water by training with Pump Pod



North County firefighter Kyle Krenz operates pump control valves on a fire engine during a demonstration of NCFPD's new water saving Pump Pod. Village News/Shane Gibson photo

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD saves water by training with Pump Pod



Members of the community listen to NCFPD Chief Keith McReynolds explain how the department's new water saving Pump Pod works. Village News/Shane Gibson photo

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD saves water by training with Pump Pod



North County firefighter Doug de Brauwere operates pump control valves on a fire engine during a demonstration of NCFPD's new water saving Pump Pod, Jan. 25. Village News/Shane Gibson photo

Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD saves water by training with Pump Pod



North County firefighters begin a water saving Pump Pod demonstration for members of the community at NCFPD Station #1. Village News/Shane Gibson photo

North County Fire Protection District held a demonstration of its newest training tool to show the community how it is saving water while providing the training its firefighters need, at Station 1, Jan. 25.

NCFPD PIO John Choi said, “As part of our vision to be a trusted and respected public safety leader, committed to ensuring the safest community possible through service, collaboration and innovation, North County Fire Protection District has purchased a \$100K Direct Recirculating Apparatus Firefighting Training & Sustainability (DRAFTS) unit that was supported with a Neighborhood Reinvestment Grant through San Diego County District 5 Supervisor Jim Desmond’s office. This innovative training tool allows our firefighters to train, while conserving our communities’ water supply.”

Choi continued, “Formally called a Pump-Pod, the DRAFTS unit is a self-contained unit that recirculates water used during firefighter training and pump testing. These units allow fire departments to train with the use of full-flow water, without wasting the communities’ water supply. A DRAFT unit can pump 2,000 gallons of water continually.”

“This valuable training tool will allow our apparatus operators to learn and master the craft of fireground hydraulics while recirculating and saving thousands of gallons of precious water,” NCFPD Fire Chief Keith McReynolds. “Water is precious, so anything we can do to save water is something we want to do... Thank you to the San Diego County Board of Supervisors (for the funding); we are incredibly appreciative.”

Because the unit is on wheels, it can be moved from station to station and even shared with neighboring city fire departments. Battalion Chief Pete August said NCFPD was able to borrow a stationary pump pod from Oceanside’s fire department a few years ago as it wasn’t being used during the covid pandemic. The experience with that unit led NCFPD to look into buying their own pump pod.

The Pump Pod allows firefighters to practice making pumping hydraulic calculations which are important when using a fire hydrant to fight fires around town where water pressure is affected, said McReynolds.

The new DRAFTS unit was purchased from Pump Pod USA. Walt Dorn, president of Pump Pod USA, was at the pump pod demonstration. A retired first responder in the private sector, he is also the developer of the apparatus, which he made at the request of his brother, a battalion chief in Ventura County, in 2016. The goal was to cut water use but also train the firefighters.

The first unit was built in 2017 and went on sale in 2018. The units are over 90% efficient in saving water, he said. They are now being used all over Southern California; the company is in Simi Valley.

According to Choi, “There are only two units in all of San Diego County; North County Fire Protection District and Valley Battalion (a shared unit with Valley Center Fire Protection District, San Pascual, Rincon, La Jolla, Pala, and Pauma).”

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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

Motorcyclist down at Gird Rd. and Reche

By [Village Staff](#)
and [AC](#)
[Investigations](#)



Village News/AC Investigations photo

The rider is being attended to by North County Fire Protection District first responders.

One male motorcycle rider was transported with mild injuries to Palomar Hospital, according to NCFPD PIO Rich Berry.

A motorcyclist was down in what appeared to be a single-vehicle accident at Reche and Gird Rd at 4:25 pm tonight (Sunday). CHP reports indicated that he slid and the bike came to rest near the dog park. The rider was sitting up and being attended to by North County Fire personnel. Debris was being cleared from the road and the road was open before 5 pm.

This is an early version post and more will be reported as it is available.

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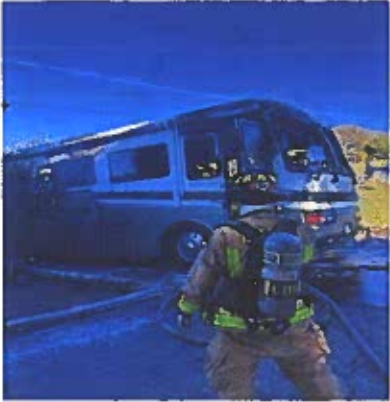
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Village News - Also serving the communities of De Luz, Rainbow, Camp Pendleton, Pala and Pauma

NCFPD reports a large vehicle fire in Bonsall

Village Staff



Village News/NCFPD PIO John Choi

A fire was started in a travel trailer.

UPDATE: NCFPD PIO John Choi reports that Oceanside assisted with the fire and there was one mild injury to a firefighter with a suspected sprain.

A large vehicle fire is being fought in the 6400 block of Camino Del Rey in Bonsall. The fire was reported this morning, February 6th, 2023 at 8:57 a.m. Avoid the area if possible. More details will be reported as they become available.

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
FIRE CHIEF/CEO**

TO: BOARD OF DIRECTORS
FROM: KEITH McREYNOLDS, FIRE CHIEF/CEO
DATE: FEBRUARY 21, 2023
SUBJECT: COMMENTS, REPORTS AND UPDATES

● **STAFF COMMENTS/REPORTS/UPDATES:**

● **KEITH McREYNOLDS, FIRE CHIEF/CEO:**

● **CHIEF OFFICERS & STAFF:**

● **BOARD:**

● **BARGAINING GROUPS:**

● **PUBLIC COMMENT:**

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
ADMINISTRATION**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS, FIRE CHIEF/CEO
DATE: FEBRUARY 21, 2023
SUBJECT: CLOSED SESSION

CS-1. There are no Closed Session items for the February 21, 2023, Board Meeting.

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