



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

AUGUST 22, 2023, AT 5:00 p.m.

The August 22, 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=ekFORGt1Mm4vWXgrRFpXbUIPUFlmdz09> 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 ncfboardcomments@ncfire.org. E-mailed comments received will be read into the record by Staff.

Location:

Fallbrook Public Utility District
990 East Mission Road
Fallbrook, CA 92028

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

Pledge Of Allegiance

Changes to the Agenda

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 Meetings – SOG – § 7.2.).

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.

2. Strategic Plan Update – Chief McReynolds

(pgs.3-4)

➤ Recurring Item: Review and discuss the strategic plan.

3. Capital Improvement Plan Update – DFC MacMillan

(pgs.5-6)

➤ Recurring Item: Review and discuss the capital improvement plan.

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.

4. Approve Special Board Meeting Minutes, July 27, 2023

(pgs.7-12)

➤ Standing Item: Review and approve minutes from the July meeting as presented.

5. Review and Accept Financial Reports for July 2023

(pgs.13-22)

➤ Standing Item: Review and accept financial reports for July as presented.

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.



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

AUGUST 22, 2023, AT 5:00 p.m.

6. Review and Approve Policies and Procedures (pgs.23-24)
 - 1) Administration – Business Management – Purchase and Sales – Disposal of Surplus Property: Guideline modifications for the disposal of surplus property.
7. Monthly Operations Activity Report (pgs.25-36)
 - 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.
8. 2023 Training Program Progress Report (pgs.37-40)
 - Recurring Item: Review and approve Training Division progress 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.

9. Administration Building Renovation Contract Award – Chief McReynolds (pgs.41-42)
 - New Item: Consider awarding a contract to Reed Family Enterprises, Inc., the lowest most responsive bidder, for the renovation of the NCFPD Administrative building and grounds.
10. Destruction of Records - Chief McReynolds (pgs.43-44)
 - Recurring Item: Consider the destruction of listed documents in accordance with the District Records and Reports Policy, Section 224.04.
11. Letter Request Regarding Drainpipes in Fallbrook - Chief McReynolds (pgs.45-46)
 - New Item: Review and consider signing a letter of support for submittal to the County Board of Supervisors.

STANDING DISCUSSION ITEMS

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

- LEGAL COUNSEL REPORT: (pgs. 47-58)

“Taking the Lead: How city officials can and should welcome disagreement” and “Civility Matters.”
- WRITTEN COMMUNICATION (pgs. 59-66)
 - Board Recognition Program
- COMMENTS/QUESTIONS (pgs. 67-68)
 - Staff:
 - Chief McReynolds
 - Other Staff
 - Board
 - Bargaining Groups
 - Public Comment



NORTH COUNTY FIRE PROTECTION DISTRICT

AGENDA FOR REGULAR BOARD MEETING

AUGUST 22, 2023, AT 5:00 p.m.

CLOSED SESSION

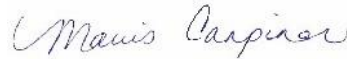
The Board will enter closed session to discuss items as outlined herein. As provided in the Government Code, the public will not be present during these discussions. At the end of the Closed Session, the Board shall publicly report any action taken in Closed Session and the vote or abstention on that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

- CS-1. Announcement — President Acosta: (pgs. 69-70)
➤ An announcement regarding the items to be discussed in Closed Session will be made prior to the commencement of Closed Session.
- CS-2. Conference with Labor Negotiator (Government Code §54957.6):
➤ Agency Representative: Chief McReynolds Employee Organizations: Management Group
Employees, Fallbrook Firefighters Association
(Safety Group Employees), and Miscellaneous.
- CS-3. Report From Closed Session — President Acosta

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, [3] the Roy Noon Meeting Hall, and [4] the District's website at www.ncfireca.gov. The Agenda was also available for review at the Office of the Board Clerk, located at located at 330 S. Main Avenue, Fallbrook, CA. 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 August 17, 2023."

Board Clerk Mavis Canpinar:



Date: August 17, 2023

ADJOURNMENT

Scheduled Meetings:

The next regularly scheduled Board meeting is **Tues. Sept. 26, 2023, at 5:00 p.m.**

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: AUGUST 22, 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 Meetings – SOG § 7.2.).*

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: STRATEGIC PLAN UPDATE: "NORTH COUNTY FIRE FORWARD"

DISCUSSION AGENDA

BACKGROUND:

In August of 2022 the Board formally adopted the NCFPD Strategic Plan that was created by *Matrix Consulting Group*. Since adoption, Staff has begun implementing the goals and objectives identified in the plan.

DISCUSSION:

The Board will be provided with a progress update on the plan. The goals memorialized in the plan have been categorized into Administrative & Organizational goals, Emergency Operational goals, Essential Function goals, and Physical Resource Goals, which have been classified as short, intermediate, and long-range strategic goals.

FISCAL ANALYSIS:

Strategic Goals with fiscal impacts for the next 12 months have been evaluated and accounted for in the approved FY 23/24 Preliminary Budget.

SUMMARY:

This overview update of our Strategic Plan will ensure our Board Directors are informed as to the progress of the plan since the beginning of 2023. Staff will continue to provide progress updates to the Board periodically.

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NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: DFC MACMILLAN AND CHIEF MCREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: CAPITAL IMPROVEMENT PLAN UPDATE

DISCUSSION AGENDA

BACKGROUND:

The District Capital Improvement Plan (CIP) is a multi-year financial plan that lists and describes capital projects the agency plans for future purchase and replacement of land, land improvements, infrastructure, and equipment.

DISCUSSION:

Infrastructure projects and purchases recently completed from the CIP Plan are listed below:

- 1) Fire Station #1 Roof Repair- During the December 2022 atmospheric river rain events, roof damage was discovered on the Fire Station #1 roof. The damage has resulted in water leaking down through the attic spaces and into the interior of the buildings, causing electrical and other damage. A Thermoplastic Polyolefin (TPO) roof membrane was applied over 9,000 sq. ft. roof space with a 20-year warranty.
- 2) Fire Administration Building Roof Repair- Also during the December 2022 atmospheric river rain event, roof damaged was discovered on the Fire Administration Building. The damage resulted in water leaking into several offices and the copy room. The roof was repaired utilizing stucco roof material 8" above the roof decking and coping caps were placed over wood railings to waterproof the parapet wall.
- 3) New Fleet Services Vehicle Lifts- Steril Koni Model ST1085-2FWA set of 4 wireless columns, 18,500lbs. individual capacity and 74,000lbs. total capacity per set of 4. 24 volt DC. High resolution 7" interactive touch screen e-bright display and smart control system, 2-speed lowering, control on every column, adjustable forks. ANSI/ALI-ALCTV certified.
- 4) New Fire Station #1 Frontline Ambulance- 2023 E-450 Cutaway Van with a V8 Engine. The 167"x 96" Superliner Type III Body with 72 in. head room space,

Capital Improvement Plan Update

August 22, 2023

Page 2 of 2

also consists of a patient area with LED lighting, stainless steel threshold protectors, surround quiet 2” plank foam insulation and back up camera.

FISCAL IMPACT:

This is for discussion only; there is no fiscal impact.

SUMMARY:

Capital projects including infrastructure improvements and the purchase of new and replacement equipment are constantly changing. Department Staff will continue to stay vigilant on keeping the CIP Plan up to date and will inform the Board of progress.

1 July 27, 2023

2 **SPECIAL 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 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

6 **ROLL CALL:**

7 **Present:** Directors Acosta, Pike, and Shaw

8 **Absent:** Directors Egkan and Munson

9 **Staff Present:** Chief McReynolds, General Counsel Steinke, DFC MacMillan, Finance Manager Juul,
10 FM Fieri, B/C DeCamp, B/C Bradshaw, IT Specialist Swanger, Board Clerk Canpinar, and members
11 of the public.

12 **CHANGES TO THE AGENDA:**

13 There were no changes to the agenda.

14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Acosta inquired if there were any public comments regarding items
16 not on the agenda. Joe Beyer stepped to the podium to thank NCFPD for recent community events
17 which helped educate the public on common fire safety practices.

18 2. **RECOGNITION OF RETIRING EMPLOYEE, DEPUTY FIRE CHIEF KEVIN MAHR:** Deputy Fire Chief Kevin
19 Mahr was unable to attend this meeting.

20 3. **SECOND QUARTER 2023 AWARDS FOR BOARD RECOGNITION PROGRAM:** Chief McReynolds
21 acknowledged all employees listed as candidates for the second quarter recognition program. On a
22 motion by Director Pike seconded by Director Shaw, the motion to award all nine employees for their
23 outstanding performance passed with the following vote: **Ayes:** Directors Acosta, Pike, and Shaw;
24 **Absent:** Directors Egkan and Munson; **Nays:** None.

25
26 **DISCUSSION AGENDA**

27 4. **THERE WERE NO DISCUSSION ITEMS FOR THE JULY 27, 2023, SPECIAL BOARD MEETING.**

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ACTION AGENDA

CONSENT ITEMS:

5. REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR JUNE 23, 2023.
6. REVIEW AND ACCEPT FINANCIAL REPORTS FOR JUNE 2023.
7. REVIEW AND ACCEPT POLICIES & PROCEDURES:
 1. Administration – Rules and Regulations – Condition of Employment – Employee Orientation Program
 2. Administration – Rules and Regulations – Personnel Rules – Investigation Procedures
8. REVIEW AND ACCEPT THE MONTHLY OPERATIONS ACTIVITY REPORT.
9. REVIEW AND ACCEPT SECOND QUARTER 2023 CUSTOMER SATISFACTION SURVEY.

President Acosta inquired whether there were any questions on Consent Items 5-9. There being no discussion, President Acosta asked for a motion to approve the Consent Agenda. On a motion by Director Pike seconded by Director Shaw, the motion to approve the Consent Agenda passed with the following vote: **Ayes:** Directors Acosta, Pike, and Shaw; **Absent:** Directors Egkan and Munson; **Nays:** None.

ACTION ITEMS:

10. DISTRICT CLIMATE ACTION POLICY: Chief McReynolds presented the new Climate Action Policy to the Board, noting the District is in the process of transitioning towards becoming an eco-friendlier organization by replacing gas-powered equipment with battery-powered equipment, utilizing energy efficient lighting and appliances, switching to drought-tolerant landscape, and eventually transitioning to electric vehicles. President Acosta then asked Tom Frew, a member of the public who filled out a Speaker's Slip requesting to speak during Agenda Item #10, to step to the podium for his opportunity to address the Board and the public. Mr. Frew spoke about the Fallbrook Climate Action Team, a group of individuals that advocate and educate the public on climate policy initiatives. He thanked the Board and Chief McReynolds for the Climate Action Policy and for their efforts in transitioning the agency towards being more energy efficient. Chief McReynolds and the Board thanked Mr. Frew for his comments. Director Pike asked how the budget will be affected by these efforts, to which FM Juul responded funds will need to be reallocated specifically for this issue. Chief McReynolds advised the

59 Board that an Assistance to Firefighters (AFG) grant will be pursued in the future, which will provide
60 funding to exchange gas-powered vehicles to battery-powered vehicles. Director Pike requested two
61 modifications to the policy in the procedure section, changing “this can be realized through” to “this
62 will be realized by prioritizing,” to which there was no opposition. On a motion by Director Pike
63 seconded by Director Shaw, the motion to adopt the Climate Action Policy passed with the following
64 vote: **Ayes:** Directors Acosta, Pike, and Shaw; **Absent:** Directors Egkan and Munson; **Nays:** None.

65 11. **REVIEW AND APPROVE RESOLUTION 2023-10, ACKNOWLEDGING THE INSPECTION OF CERTAIN**
66 **OCCUPANCIES AS REQUIRED BY §13146.2 AND §13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE:**

67 Chief McReynolds presented Resolution 2023-10 to the Board. F/M Fieri informed the Board that all
68 required annual inspections, which include schools, apartments, hotels, senior facilities, and holding
69 cells, have been completed. On a motion by Director Shaw seconded by Director Pike, the motion to
70 approve Resolution 2023-10 passed with the following vote: **Ayes:** Directors Acosta, Pike, and Shaw;
71 **Absent:** Directors Egkan and Munson; **Nays:** None.

72 12. **CHANGE OF OCTOBER 24, 2023, REGULAR BOARD MEETING DATE:** Chief McReynolds asked the
73 Board to consider changing the October 24, 2023, Regular Board meeting date, as three Directors will
74 be out of town attending a California Special Districts Leadership Academy conference. On a motion
75 by Director Shaw seconded by Director Pike, the motion to reschedule the October 2023 Board
76 meeting to November 14, 2023, passed with the following vote: **Ayes:** Directors Acosta, Pike, and
77 Shaw; **Absent:** Directors Egkan and Munson; **Nays:** None.

78
79 **STANDING DISCUSSION ITEMS:**

80 ● **LEGAL COUNSEL REPORT:** General Counsel Steinke reviewed the campaign contributions legal
81 report.

82 ● **WRITTEN COMMUNICATIONS:** Information only; no action required.

83 ● **BOARD RECOGNITION PROGRAM:** Information only; no action required.

84 ● **COMMENTS:** Information only; no action required.

85 ● **STAFF REPORTS/UPDATES:**

86 ● **KEITH McREYNOLDS, FIRE CHIEF:** Chief McReynolds informed the Board of the following
87 items:

- 88 ○ B/C DeCamp is working on First Arriving, a station situation awareness system that
- 89 informs staff about calls, weather, and events.
- 90 ○ Once radios and tablet mounts are installed, the new ambulance will be placed in
- 91 service at Station 1.
- 92 ○ The Board of Equalization has confirmed tax subzones have been merged into one
- 93 NCFPD account.
- 94 ○ We received \$500K in state funding which will be used for construction costs of Fire
- 95 Station #4. In total, \$3.8MM in grant funding has been received in the last two years.

96 ● **CHIEF OFFICERS AND OTHER STAFF: B/C BRADSHAW:** B/C Bradshaw provided an overview of
97 operations staffing updates, the status of policy and procedure revisions, and reviewed the Personal
98 Protective Equipment (PPE) program . **B/C DECAMP:** B/C DeCamp provided an overview of testing
99 updates, the status of the training schedule, and confirmed the new ambulance will be on display at
100 the August Board meeting. **F/M FIERI:** F/M Fieri provided an overview of Community Risk Reduction
101 (CRR), which included fire prevention and defensible space inspections, advising the Board rules for
102 defensible space standards will be changing soon. **FM JUUL:** FM Juul advised the Board the auditors
103 will be on site August 16, 2023, and the final budget will be presented in September. **DFC**
104 **MACMILLAN:** DFC MacMillan provided an overview of the strike team deployment to the Rabbit
105 incident, the status of Engine 114, and informed the Board recent grant funding will be used to
106 purchase rope equipment for back County rescue items. **BOARD CLERK CANPINAR:** Board Clerk
107 Canpinar reminded the Board a Brown Act workshop conducted by General Counsel Steinke will
108 take place Aug. 22, 2023, at 3:30 p.m. right before the Regular Board meeting.

109 ● **BOARD: DIRECTOR PIKE:** Director Pike thanked Staff for his recently attended ride along and
110 Blue Card training, and requested the District determine a way that NCFPD Tweets can be viewed
111 by those without an actual Twitter account, as it would ensure all residents have access to emergency
112 and non-emergency notifications; there were no objections.

113 ● **BARGAINING GROUPS:** There were no members of the bargaining group in attendance.

114 ● **PUBLIC COMMENT:** There were no additional public comments.

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117 **CLOSED SESSION**

118 At 5:38 p.m., President Acosta inquired whether there was a motion to adjourn to Closed Session.
119 There being no objection, President Acosta read the items to be discussed in Closed Session and
120 Open Session was closed. A short break ensued after the reading of the Closed Session items. At
121 5:45 p.m. the Board entered Closed Session to hear:

122 **CS-1. ANNOUNCEMENT – PRESIDENT ACOSTA**

123 **CS-2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (GOVERNMENT CODE §54956.9**

124 **(d)(2))**

125 **CS-3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (GOVERNMENT CODE §54956-8): PROPERTY AT**

126 **2805 OVERLAND TRAIL, FALLBROOK CA 92028**

127 **CS-4. REPORT FROM CLOSED SESSION – PRESIDENT ACOSTA:**

128 ● **REOPENING OPEN SESSION:**

129 On a motion by Director Shaw seconded by Director Pike, which passed with the following vote:

130 **Ayes:** Directors Acosta, Pike, and Shaw; **Absent:** Directors Egkan and Munson; **Nays:** None, the

131 Board returned to Open Session at 6:08 p.m. and the following items were reported out to the
132 public:

133 **CS-2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (GOVERNMENT CODE §54956.9**

134 **(d)(2)):** There was no reportable action.

135 **CS-3. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (GOVERNMENT CODE §54956-8): PROPERTY AT**

136 **2805 OVERLAND TRAIL, FALLBROOK CA 92028:** On a motion by Director Shaw seconded by Director

137 Pike, which passed with the following vote: **Ayes:** Directors Acosta, Pike, and Shaw; **Absent:**

138 Directors Egkan and Munson; **Nays:** None, the Board agreed to authorize Chief McReynolds to

139 explore the purchase of the property at 2805 Overland Trail, Fallbrook CA 92028, and take action

140 necessary to determine the value and use of the property.

141
142 **ADJOURNMENT**

143 A motion was made at 6:09 p.m. by President Acosta seconded by Director Pike to adjourn the
144 meeting and reconvene on August 22, 2023, at 5:00 p.m., which motion carried unanimously.

146 Respectfully submitted,

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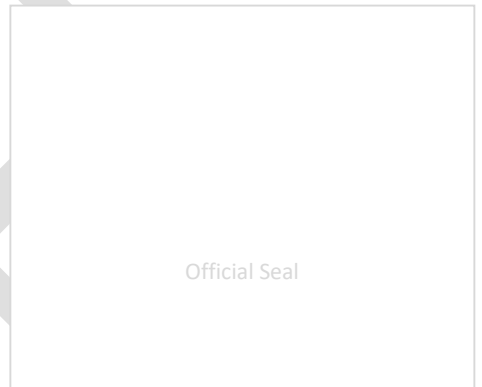
149 Mavis Canpinar

150 Board Clerk

151

152 Minutes approved at the Board of Director's Meeting on:

153



DRAFT



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

TO: BOARD OF DIRECTORS
FROM: FINANCE MANAGER CHERIE JUUL AND CHIEF McREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: REVENUE & EXPENDITURES AS OF JULY 31, 2023 (12%)

Revenue Sources	Prelim Budget	Collected	Over/Under	% of Budget
Property Taxes - FBK	22,138,700	-	(22,138,700)	0%
Ambulance and Collections	3,891,700	446,847	(3,444,853)	11%
GEMT-State Supplement	-	-	-	0%
Prevention Fees	203,100	3,269	(199,831)	2%
Tower Lease Agreements	-	-	-	0%
Other Revenue Sources	86,500	1,068	(85,432)	0%
Interest	124,500	34,814	(89,686)	28%
Weed Abatement/Mowing Reimbursement	-	-	-	0%
Cost Recovery	-	8,375	8,375	0%
Inspection Fee (Fire Prevention)	-	747	747	0%
Fallbrook Regional Health District	-	-	-	0%
Community Facilities District (CFD)	-	-	-	0%
Strike Team Reimbursements	-	31,325	31,325	0%
Other Reimbursements	-	11,435	11,435	0%
Mitigation Fees & Interest - FBK	250,000	123,445	(126,555)	49%
Donations & Grants	-	508,889	508,889	0%
Annexation fees (Meadowood)	-	-	-	
Transfers & Loans	-	-	-	
Total Revenue:	26,694,500	1,170,212	(25,524,288)	4%
	Budgeted	Spent	Over/Under	% of Budget
TTL Expenditures YTD thru 07-31-2023	23,676,300	1,911,650	(21,764,650)	8%
Revenue over Expenditures		(741,438)		

North County Fire Protection District
 For the First Month Ending July 31, 2023
12% of Budget

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

Description	July actual	Running Total	Prelim Budget	Amount Remaining	% Used	Notes
TOTAL PERSONNEL	1,689,840.40	1,689,840.40	18,652,400.00	16,962,559.60	9.1%	
101 Total Board Administration	2,009.75	2,009.75	467,500.00	465,490.25	0.4%	
102 Total Administration	94,021.99	94,021.99	1,690,100.00	1,596,078.01	5.6%	
103 Community Risk Reduction	11,630.72	11,630.72	103,400.00	91,769.28	11.2%	
104 Total Emergency Services	17,334.36	17,334.36	500,400.00	483,065.64	3.5%	
105 Total Emergency Med Svcs	2,870.01	2,870.01	854,000.00	851,129.99	0.3%	
107 Total Communications	14,759.86	14,759.86	703,900.00	689,140.14	2.1%	
108 Total Shop/Maintenance	36,515.77	36,515.77	481,100.00	444,584.23	7.6%	
109 Total Training	8,285.00	8,285.00	223,500.00	215,215.00	3.7%	
GRAND TOTAL	1,877,267.86	1,877,267.86	23,676,300.00	21,799,032.14	7.9%	
200 Total Capital Expenditures	34,382.00	34,382.00	6,092,750.00	6,058,368.00	0.6%	

**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	14,719.09	274.85	14,444.24	235,830.95	15,037.48	216,272.89	
3/21/2023	8	10,204.76	287.73	9,917.03	245,747.98	10,410.11	226,683.00	
4/18/2023	9	121,248.76	3,730.46	117,518.30	363,266.28	110,517.41	337,200.41	
5/16/2023	10	25,196.26	337.11	24,859.15	388,125.43	19,338.01	356,538.42	
6/20/2023	11	9,285.41	602.99	8,682.42	396,807.85	7,159.27	363,697.69	
7/21/2023	12	2,509.89	73.15	2,436.74	399,244.59	1,819.41	365,517.10	
TOTAL YTD		406,958.40	7,713.81	399,244.59	399,244.59	365,517.10	365,517.10	
							Net Rev Increase	
							9.23%	

**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	695,232.45	12,772.87	682,459.58	11,035,018.44	696,683.03	10,100,592.18	
3/21/2023	8	479,907.78	13,352.32	466,555.46	11,501,573.90	482,054.64	10,582,646.82	
4/18/2023	9	5,698,846.52	174,172.87	5,524,673.65	17,026,247.55	5,112,420.76	15,695,067.58	
5/16/2023	10	1,136,700.62	15,661.26	1,121,039.36	18,147,286.91	851,247.06	16,546,314.64	
6/20/2023	11	435,897.92	27,959.33	407,938.59	18,555,225.50	333,757.61	16,880,072.25	
7/21/2023	12	117,721.91	3,441.48	114,280.43	18,669,505.93	84,678.44	16,964,750.69	
TOTAL YTD		19,032,910.91	363,404.98	18,669,505.93	18,669,505.93	16,964,750.69	16,964,750.69	
							Net Rev Increase	
								10.05%

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

July 31, 2023

FALLBROOK	BALANCE	INTEREST	
		RATE	
County of San Diego/General Fund - FBK	489,369.32	0.02%	Operating
County of San Diego/General Fund - RNBW	2,331,503.60	0.02%	Operating
County of San Diego/Capital Reserve	415,010.15	0.02%	Capital Reserves
County of San Diego/Fire Mitigation Fund - FBK	1,818,720.51	0.02%	Mitigation Fees
County of San Diego/Fire Mitigation Fund - RNBW	4,204.34	0.02%	Mitigation Fees
Local Agency Investment Fund	45,991.50	2.17%	LAIF
California Cooperative Liquid Assets Securities System (CLASS)	7,681,581.38	5.19%	CLASS
Workers' Comp JPA	500,090.09	0.17%	PASIS Funds
Bank of America/PASIS	57,896.66	0.01%	
First National/Benefit Fund	388,130.47	0.35%	
First National/Payroll	930,967.60	0.35%	
First National/Accounts Payable	109,187.39	0.35%	
First National/Accounts Receivable	255,286.90	0.35%	
Pacific Western Bank/Accounts Receivable	1,158,605.46	0.00%	
TOTAL	16,186,545.37		

**NORTH COUNTY FIRE PROTECTION DISTRICT
COST RECOVERY FY 2023/2024**

<u>Month</u>	<u>Billed</u>	<u>Collected</u>	<u>YTD % Collected</u>	<u>Billing Fees</u>	<u>Net Revenue 23/24</u>	<u>Net Revenue 22/23</u>
7/31/2023	5,101.50	4,465.50	87.53%	893.10	3,572.40	8,375.33
8/31/2023			#DIV/0!	-	-	8,433.50
9/30/2023			#DIV/0!	-	-	6,075.43
10/31/2023			#DIV/0!	-	-	6,634.40
11/30/2023			#DIV/0!	-	-	4,307.60
12/31/2023			#DIV/0!	-	-	5,941.28
1/31/2024			#DIV/0!	-	-	6,760.80
2/29/2024			#DIV/0!	-	-	4,793.57
3/31/2024			#DIV/0!	-	-	7,890.81
4/30/2024			#DIV/0!	-	-	7,029.80
5/31/2024			#DIV/0!	-	-	5,589.83
6/30/2024			#DIV/0!	-	-	4,314.19
TOTAL:	5,101.50	4,465.50	87.53%	893.10	3,572.40	8,375.33
					Net Rev Increase	-57.35%

therecoveryhub.com
Ncfpd1109 Chrome
Claims>reports

Report Criteria:

Report type: Summary
Check.Type = {<->} "Adjustment"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/23	07/07/2023	66482	200	All-Star Fire Equipment	01-000-000-2000	2,257.36
07/23	07/07/2023	66483	220	ALTA LANGUAGE SERVICES INC.	01-000-000-2000	76.00
07/23	07/07/2023	66484	970	City of San Marcos	01-000-000-2000	249,369.00
07/23	07/07/2023	66485	1430	EIDE BAILLY	01-000-000-2000	7,660.15
07/23	07/07/2023	66486	1650	Fallbrook Overhead Doors and Entry Gates	01-000-000-2000	11,100.00
07/23	07/07/2023	66487	1660	FALLBROOK PRINTING CORP.	01-000-000-2000	1,110.17
07/23	07/07/2023	66488	1680	FALLBROOK PUBLIC UTILITY DISTRICT	01-000-000-2000	658.14
07/23	07/07/2023	66489	2690	HAVERKAMP LAW	01-000-000-2000	90.00
07/23	07/07/2023	66490	2300	JIM'S SIGN SHOP	01-000-000-2000	51.72
07/23	07/07/2023	66491	2520	L.N. CURTIS & SONS	01-000-000-2000	6,055.18
07/23	07/07/2023	66492	3030	NATIONWIDE MEDICAIL/SURGICAL	01-000-000-2000	830.76
07/23	07/07/2023	66493	3370	PINE TREE LUMBER	01-000-000-2000	856.58
07/23	07/07/2023	66494	3430	PROPANE WEST COAST	01-000-000-2000	280.65
07/23	07/07/2023	66495	3490	RAINBOW MUNICIPAL WATER DIST	01-000-000-2000	320.89
07/23	07/07/2023	66496	3550	RIDEOUT ELECTRIC	01-000-000-2000	3,984.58
07/23	07/07/2023	66497	3690	S&R TOWING	01-000-000-2000	500.00
07/23	07/07/2023	66498	4520	VERIZON WIRELESS	01-000-000-2000	38.01
07/23	07/07/2023	66499	4720	World Landscape	01-000-000-2000	350.00
07/23	07/13/2023	66500	4806	BergElectric	01-000-000-2000	27,315.00
07/23	07/13/2023	66501	860	CASELLE INC.	01-000-000-2000	1,837.00
07/23	07/13/2023	66502	1340	DIRECTV	01-000-000-2000	183.98
07/23	07/20/2023	66503	1360	DMV	01-000-000-2000	.00 V
07/23	07/13/2023	66504	1590	FALLBROOK EQUIPMENT RENTALS	01-000-000-2000	205.20
07/23	07/13/2023	66505	1660	FALLBROOK PRINTING CORP.	01-000-000-2000	366.35
07/23	07/13/2023	66506	4818	HANDY SOLUTIONS	01-000-000-2000	2,335.03
07/23	07/13/2023	66507	2600	LIFE LINE EMERGENCY VEHICLES	01-000-000-2000	100.56
07/23	07/13/2023	66508	2610	LIFE-ASSIST INC	01-000-000-2000	424.80
07/23	07/13/2023	66509	2620	LIFTOFF LLC	01-000-000-2000	690.00
07/23	07/13/2023	66510	2860	MES California	01-000-000-2000	1,228.35
07/23	07/13/2023	66511	1540	NAPA AUTO PARTS	01-000-000-2000	525.02
07/23	07/13/2023	66512	3030	NATIONWIDE MEDICAIL/SURGICAL	01-000-000-2000	163.65
07/23	07/13/2023	66513	4819	RUPE'S HYDRAULICS	01-000-000-2000	76.27
07/23	07/13/2023	66514	3740	San Diego Friction Products INC.	01-000-000-2000	266.98
07/23	07/13/2023	66515	3920	Sherwin-Williams Co.	01-000-000-2000	174.01
07/23	07/13/2023	66516	4110	STREAMLINE AUTOMATION SYSTEMS LLC	01-000-000-2000	7,558.00
07/23	07/13/2023	66517	4160	SUNBELT RENTALS	01-000-000-2000	2,027.05
07/23	07/13/2023	66518	4816	TELACU CONSTRUCTION MANAGEMENT	01-000-000-2000	59,645.16
07/23	07/13/2023	66519	4510	TRANSWEST TRUCK CENTER	01-000-000-2000	95.29
07/23	07/13/2023	66520	4510	VELOCITY TRUCK CENTERS	01-000-000-2000	16,323.02
07/23	07/18/2023	66521	750	California Auto Registration Services	01-000-000-2000	21,216.00
07/23	07/20/2023	66522	200	All-Star Fire Equipment	01-000-000-2000	3,525.58
07/23	07/20/2023	66523	220	ALTA LANGUAGE SERVICES INC.	01-000-000-2000	76.00
07/23	07/20/2023	66524	240	AMCS GROUP INC	01-000-000-2000	2,812.50
07/23	07/20/2023	66525	910	CERTAPRO PAINTERS OF NORTH SAN DIEGO	01-000-000-2000	6,040.00
07/23	07/20/2023	66526	4290	CHARTER COMMUNICATIONS	01-000-000-2000	1,738.12
07/23	07/20/2023	66527	1010	COUNTY OF SAN DIEGO - RCS	01-000-000-2000	5,935.50
07/23	07/20/2023	66528	1080	County of San Diego DEH	01-000-000-2000	718.00
07/23	07/20/2023	66529	1500	ERICKSON-HALL CONSTRUCTION	01-000-000-2000	34,382.00
07/23	07/20/2023	66530	2300	JIM'S SIGN SHOP	01-000-000-2000	415.00
07/23	07/20/2023	66531	2540	LEGAL SHIELD	01-000-000-2000	390.80
07/23	07/20/2023	66532	2610	LIFE-ASSIST INC	01-000-000-2000	535.80
07/23	07/20/2023	66533	2860	MES California	01-000-000-2000	2,115.19
07/23	07/20/2023	66534	2950	MOTION & FLOW CONTROL PRODUCTS INC.	01-000-000-2000	1,195.84

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Check GL Account	Amount
07/23	07/20/2023	66535	3200	O'Reilly Auto Parts	01-000-000-2000	601.10
07/23	07/20/2023	66536	3270	Palomar Health	01-000-000-2000	3,431.00
07/23	07/20/2023	66537	3380	POLICE AND FIRE PSYCHOLOGY	01-000-000-2000	1,500.00
07/23	07/20/2023	66538	3660	RUSTY WALLIS INC	01-000-000-2000	130.00
07/23	07/20/2023	66539	4820	SERVPRO	01-000-000-2000	500.00
07/23	07/20/2023	66540	1330	STREAMLINE	01-000-000-2000	4,800.00
07/23	07/20/2023	66541	4150	Sun Wireless	01-000-000-2000	1,640.00
07/23	07/20/2023	66542	4170	SUNSHINE WATER SOFTENERS & MORE	01-000-000-2000	252.50
07/23	07/20/2023	66543	4250	THE COUNSELING TEAM	01-000-000-2000	300.00
07/23	07/20/2023	66544	4730	World Advancement of Technology	01-000-000-2000	7,200.00
07/23	07/27/2023	66545	4822	ALLIANCE MEMBER SERVICES	01-000-000-2000	3,421.00
07/23	07/27/2023	66546	370	AT&T MOBILITY	01-000-000-2000	5,567.48
07/23	07/27/2023	66547	4290	CHARTER COMMUNICATIONS	01-000-000-2000	107.98
07/23	07/27/2023	66548	4821	COSMIC SOLAR INC	01-000-000-2000	400.00
07/23	07/27/2023	66549	1060	COSTCO WHOLESALE MEMBERSHIP	01-000-000-2000	120.00
07/23	07/27/2023	66550	1430	EIDE BAILLY	01-000-000-2000	4,085.50
07/23	07/27/2023	66551	1640	FALLBROOK OIL COMPANY	01-000-000-2000	5,879.49
07/23	07/27/2023	66552	1650	Fallbrook Overhead Doors and Entry Gates	01-000-000-2000	500.00
07/23	07/27/2023	66553	1680	FALLBROOK PUBLIC UTILITY DISTRICT	01-000-000-2000	675.84
07/23	07/27/2023	66554	1860	FOWLER PLUMBING	01-000-000-2000	210.00
07/23	07/27/2023	66555	1420	FRMS	01-000-000-2000	9,899.14
07/23	07/27/2023	66556	1980	GRANGETTO'S AGRICULTURE SUPPLY	01-000-000-2000	105.35
07/23	07/27/2023	66557	2050	Harry J. Wilson Insurance Center	01-000-000-2000	1,143.00
07/23	07/27/2023	66558	4803	HOCH CONSULTING	01-000-000-2000	3,887.50
07/23	07/27/2023	66559	2300	JIM'S SIGN SHOP	01-000-000-2000	68.96
07/23	07/27/2023	66560	2590	LIEBERT CASSIDY WHITMORE	01-000-000-2000	42.50
07/23	07/27/2023	66561	2870	Meza Automotive Paint	01-000-000-2000	3,308.57
07/23	07/27/2023	66562	4823	PAS CONSULTING GROUP	01-000-000-2000	1,000.00
07/23	07/27/2023	66563	3340	Personal Exposure Reporting	01-000-000-2000	520.00
07/23	07/27/2023	66564	3490	RAINBOW MUNICIPAL WATER DIST	01-000-000-2000	192.52
07/23	07/27/2023	66565	3530	Reeder Media	01-000-000-2000	120.00
07/23	07/27/2023	66566	2280	ROBERT JAMES	01-000-000-2000	1,250.00
07/23	07/27/2023	66567	3690	S&R TOWING	01-000-000-2000	500.00
07/23	07/27/2023	66568	3860	SDCFCA-ADMIN SECTION	01-000-000-2000	120.00
07/23	07/27/2023	66569	3970	SoCal PPE	01-000-000-2000	9.00
07/23	07/27/2023	66570	4260	THE STANDARD	01-000-000-2000	551.00
07/23	07/27/2023	66571	4824	THE SURFACE CLEANERS LLC	01-000-000-2000	3,224.90
07/23	07/27/2023	66572	4400	Uniform Plus	01-000-000-2000	1,734.85
07/23	07/27/2023	66573	4825	UNIVERSITY OF CALIFORNIA SAN DIEGO	01-000-000-2000	568.00
07/23	07/27/2023	66574	4710	Wittman Enterprises LLC	01-000-000-2000	20,935.19

Grand Totals:

578,728.61

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-000-000-2000	23,401.00	602,129.61-	578,728.61-
01-000-000-2035	1,694.00	.00	1,694.00
01-000-000-2044	390.80	.00	390.80
01-101-000-5581	1,502.50	.00	1,502.50
01-102-000-5081	9,899.14	.00	9,899.14
01-102-000-5090	249,369.00	.00	249,369.00
01-102-000-5140	300.00	.00	300.00
01-102-000-5160	5,083.00	.00	5,083.00

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
01-102-000-5200	20,935.19	.00	20,935.19
01-102-000-5245	22,293.85	.00	22,293.85
01-102-000-5270	1,847.39	.00	1,847.39
01-102-000-5340	18,013.10	.00	18,013.10
01-102-000-5550	760.00	.00	760.00
01-102-000-5575	1,476.52	.00	1,476.52
01-102-000-5580	16,633.15	.00	16,633.15
01-103-000-5145	3,421.00	.00	3,421.00
01-103-000-5539	51.72	.00	51.72
01-103-000-5550	7,558.00	.00	7,558.00
01-104-000-5155	1,734.85	.00	1,734.85
01-104-000-5320	6,055.18	.00	6,055.18
01-104-000-5330	9,135.48	.00	9,135.48
01-105-000-5155	68.96	.00	68.96
01-105-000-5225	415.00	.00	415.00
01-105-000-5320	1,955.01	.00	1,955.01
01-107-000-5260	38.01	.00	38.01
01-107-000-5274	5,751.46	.00	5,751.46
01-107-000-5335	5,935.50	.00	5,935.50
01-108-000-5220	6,914.34	.00	6,914.34
01-108-000-5290	2,812.50	.00	2,812.50
01-108-000-5320	21,339.82	.00	21,339.82
01-108-000-5325	117.98	.00	117.98
01-109-000-5536	1,568.00	.00	1,568.00
01-200-000-7001	98,060.16	.00	98,060.16
01-200-000-7002	21,216.00	.00	21,216.00
01-200-000-7004	23,401.00	23,401.00-	.00
01-200-000-8001	34,382.00	.00	34,382.00
Grand Totals:	<u>625,530.61</u>	<u>625,530.61-</u>	<u>.00</u>

Report Criteria:

Report type: Summary

Check.Type = {<->} "Adjustment"

**NORTH COUNTY FIRE PROTECTION DISTRICT
AMBULANCE REVENUE FY 2023-2024**

MONTH	BILLED	CONTRACTUAL WRITE DOWNS	TOTAL AR FY 23-24	TOTAL AR FY 22-23	BAD DEBT WRITE-OFFS	REFUNDS	ADJAR	DEPOSITS RECIEVED	BILLING FEES	FY 23-24 NET REVENUE	FY 22-23 NET REVENUE
7/31/2023	1,285,190.10	740,497.35	544,692.75	342,706.66	-	-	544,692.75	467,902.28	21,055.60	446,846.68	269,197.56
8/31/2023			-	192,379.08			-				260,595.63
9/30/2023			-	454,742.29			-				244,935.14
10/31/2023			-	394,075.28			-				270,893.22
11/30/2023			-	471,664.12			-				295,927.72
12/31/2023			-	337,309.48			-				288,294.79
1/31/2024			-	446,712.80			-				257,551.37
2/29/2024			-	458,650.13			-				286,639.68
3/31/2024			-	479,384.80			-				367,267.70
4/30/2024			-	512,380.19			-				296,715.84
5/31/2024			-	446,596.47			-				340,698.45
6/30/2024			-	609,980.65			-				333,898.47
TOTAL:	1,285,190.10	740,497.35	544,692.75	342,706.66	-	-	544,692.75	467,902.28	21,055.60	446,846.68	269,197.56
							58.94%			New Revenue Change	65.99%



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

ADMINISTRATION
BUSINESS MANAGEMENT
PURCHASE AND SALES

SECTION 217.04
OCTOBER 23, 2012
PAGE 1 OF 3

DISPOSAL OF SURPLUS PROPERTY

1.0. **PURPOSE:**

- 1.1. To establish standards for determination of surplus property ([for purposes of this policy, "surplus property" shall mean any good, vehicle, material or equipment, that is owned by the District and which is in excess of normal operating or repair requirements, and that is no longer needed by the District](#)) and to delineate the procedures to be followed in appropriate disposal of surplus property from the District. The intent of the Policy is to ensure that the District does not waste scarce storage space by warehousing property determined to be surplus and where possible, to timely recover the appropriate value of property no longer being used by the District, in accordance with Section 3.0.

2.0. **POLICY:**

- 2.1. The North County Fire Protection District disposes of its surplus property in a fiscally responsible manner.

3.0. **PROCEDURE:**

- 3.1. **SURPLUS PROPERTY:** Property may be declared surplus property when it has been determined by the Fire Chief/CEO that the equipment:
 - 3.1.1. Is no longer appropriate because of capability, size, age, operational readiness, etc., to fulfill the District's mission; or
 - 3.1.2. The equipment is obsolete or there is a change in operating methodology; or
 - 3.1.3. If a particular piece of equipment is more costly to maintain than to replace.
- 3.2. The Fire Chief/CEO shall have the authority to dispose of surplus property that has a current value of less than \$1,000.00 (considered a de minimus value). Surplus property that has a current value of \$1000.00 or greater, shall be submitted to the Board for approval prior to disposal in the approved manner.
- 3.3. Property that has been declared surplus, may be disposed of in one of the following manners:
 - 3.3.1. Transfer of the surplus property to another public agency, educational institution or non-profit (501.C) upon a written request and determination that it is in the public interest to do so; or



NORTH COUNTY FIRE PROTECTION DISTRICT

POLICY AND PROCEDURE MANUAL

ADMINISTRATION
BUSINESS MANAGEMENT
PURCHASE AND SALES

SECTION 217.04
OCTOBER 23, 2012
PAGE 2 OF 3

DISPOSAL OF SURPLUS PROPERTY

- 3.3.2. The excess property may be offered to other government entities and Districts on a bid basis; or
 - 3.3.3. Sold at the next scheduled San Diego County Auction; or
 - 3.3.4. Sold at auction through any other reputable auction organization, including on-line auctions.
- 3.4. The surplus property may be discarded and/or recycled in the following situations:
- 3.4.1. When surplus property is not accepted by the San Diego County Auction; and/or
 - 3.4.2. When surplus property is returned to the District by the San Diego County Auction; and/or
 - 3.4.3. When there are no bidders/buyers; and/or
 - 3.4.3.3.4.4. When the surplus property holds no value.
- 3.5. SCRAP METAL:
- 3.5.1. The scrap metal that accumulates through the replacing of damaged and/or unserviceable items in the course of District operations shall be sold as scrap to local scrap dealers at prevailing rates. Sales receipts shall be miscellaneous revenues of the District.
- 3.6. EWASTE:
- 3.5.1-3.7. District Ewaste such as computers, printers, etc. shall be disposed of through an Ewaste service.

North County Fire



MONTHLY OPERATIONS ACTIVITY REPORT:

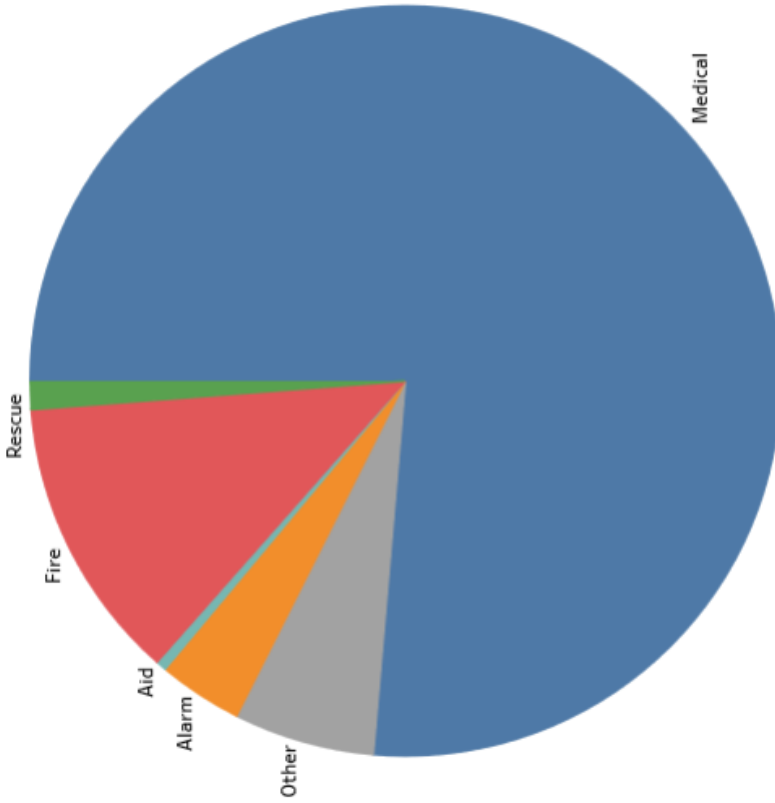
July 2023

Assigned Incidents

Assigned Incidents for NORTH COUNTY FPD
July 2023

Agency	NORTH COUNTY FPD
Month and Year	July 2023

Medical	504 incidents / 76.36%
Fire	81 incidents / 12.27%
Alarm	24 incidents / 3.64%
Aid	3 incidents / 0.45%
Rescue	8 incidents / 1.21%
Other	40 incidents / 6.06%
Grand Total	660 incidents / 100.00%



Problem Category

- Medical
- Other
- Alarm
- Aid
- Fire
- Rescue

Total incidents year to date:
July 2022: 3,888
July 2023: 4,292



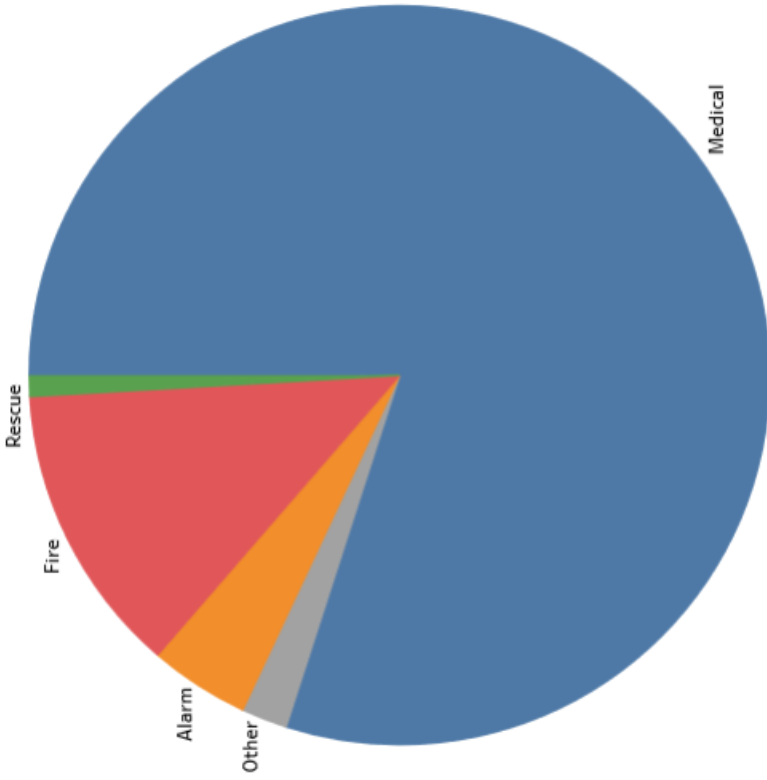
Incidents in Jurisdiction

Incidents in NORTH COUNTY FPD Jurisdiction
July 2023

Jurisdiction
NORTH COUNTY FPD

Month and Year
July 2023

Medical	439 incidents / 79.96%
Fire	70 incidents / 12.75%
Alarm	24 incidents / 4.37%
Rescue	5 incidents / 0.91%
Other	11 incidents / 2.00%
Grand Total	549 incidents / 100.00%



Problem Category

- Medical
- Other
- Alarm
- Fire
- Rescue

Total incidents year to date:
July 2022: 3,371
July 2023: 3,655



Turnout Time

(Time of station notification to responding)

90th Percentile – Emergency Calls Only

Shift	Unit Name	July	Shift	Unit Name	July	Shift	Unit Name	July
A-SHIFT	B111	0:01:24 (7)	B-SHIFT	B111	0:01:25 (5)	C-SHIFT	B111	0:01:01 (7)
	E111	0:01:17 (47)		BLS116	0:00:41 (1)		E111	0:01:21 (52)
	E112	0:01:42 (29)		E111	0:01:32 (61)		E112	0:01:36 (22)
	E113	0:01:15 (13)		E112	0:01:36 (30)		E113	0:01:12 (12)
	E114	0:02:14 (24)		E113	0:01:41 (14)		E114	0:01:13 (30)
	E115	0:01:28 (23)		E114	0:01:44 (33)		E115	0:01:36 (21)
	M111	0:01:10 (38)		E115	0:01:28 (24)		M111	0:01:21 (42)
	M114	0:01:56 (35)		M111	0:01:13 (32)		M114	0:01:14 (36)
	M115	0:01:28 (28)		M114	0:01:33 (40)		M115	0:00:58 (21)
	RA111	0:00:26 (1)		M115	0:01:04 (39)		RA111	0:01:16 (7)
	RA115	0:00:04 (1)		RA111	0:01:38 (18)		RA115	0:01:31 (7)



Aid Given/Received

Aid Given by NORTH COUNTY FPD
July 2023 : Incident Count

Jurisdiction (group)	
CAL FIRE	32
CAMP PENDLETON	
CARLSBAD FD	
ENC / SOL / DMR FD	
ESCONDIDO FD	
HEARTLAND	
NORTH COUNTY FPD	
OCEANSIDE FD	46
PALA FD	4
PAUMA FD	
RANCHO SANTA FE FPD	
RINCON FD	
SAN DIEGO FD	
SAN MARCOS FD	
SAN PASQUAL RESV FD	
VALLEY CENTER FPD	6
VISTA FD	20
Grand Total	108

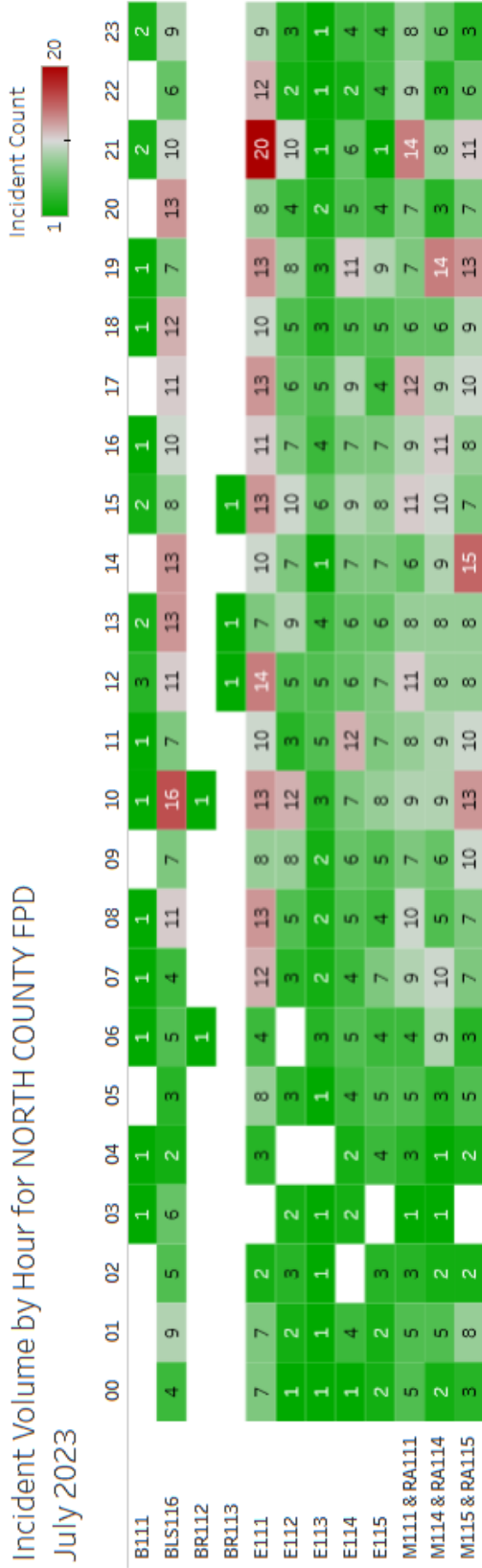
Aid Received by NORTH COUNTY FPD
July 2023 : Incident Count

Home Jurisdiction	
CAL FIRE	10
CAMP PENDLETON	30
CARLSBAD FD	1
ENC / SOL / DMR FD	
ESCONDIDO FD	
NORTH COUNTY FPD	
OCEANSIDE FD	12
PALA FD	7
PAUMA FD	
RANCHO SANTA FE FPD	
RINCON FD	
SAN DIEGO FD	1
SAN MARCOS FD	1
SAN PASQUAL RESV FD	
VALLEY CENTER FPD	1
VISTA FD	32
Grand Total	95

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



Incident Volume by Hour



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



Incidents by Unit

Incidents by Unit for NORTH COUNTY FPD
July 2023

Ambulance	BLS116	202
	M111 & RA111	177
	M114 & RA114	157
	M115 & RA115	175
	Total	709
Brush	BR112	2
	BR113	3
	Total	5
Engine / Truck	E111	227
	E112	118
	E113	58
	E114	129
	E115	117
	Total	613
Other Units	B111	21
	Total	21
Grand Total		945

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

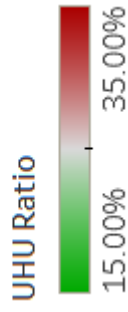


Ambulance Unit Hour Utilization

Monthly Unit Hour Utilization for
NORTH COUNTY FPD

July 2023	BLS116	28.70%
	M111 & RA111	30.04%
	M114 & RA114	24.97%
	M115 & RA115	28.65%

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 July 2023

Name	#
BLS116	112
M111	90
M114	90
M115	90
RA111	27
RA115	4
Grand Total	413

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 July 2023

Destinations	F
TEMECULA VALLEY HOSPITAL	166
PALOMAR HOSPITAL	127
TRI CITY MEDICAL CENTER (TCMC)	87
SCRIPPS ENCINITAS HOSPITAL	21
CHILDRENS HOSPITAL	6
RANCHO SPRINGS HOSP.	4
MCP NAVAL HOSPITAL	2
Grand Total	413



Health & Safety

Injuries &
Illness

0 Injuries

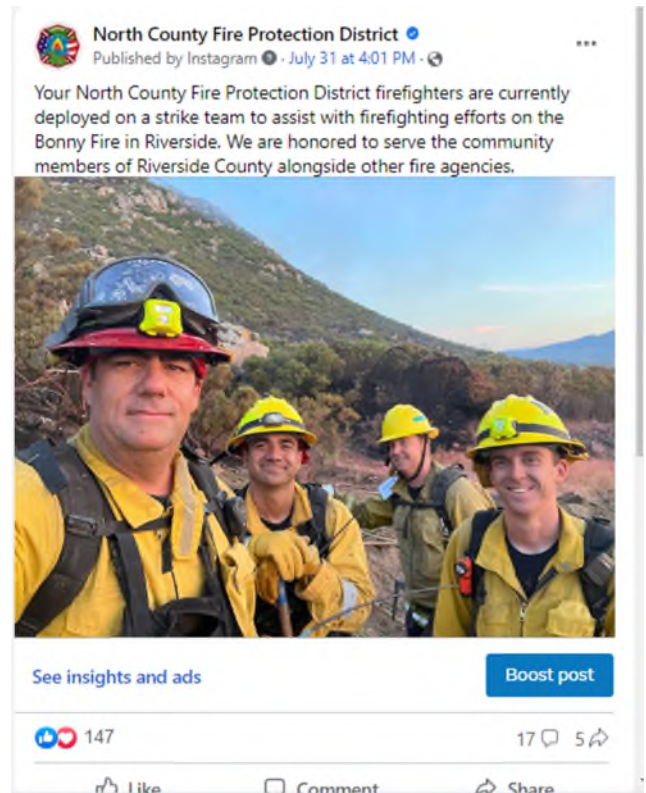
Accidents

0 vehicle



Social Media Metrics

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Instagram Followers						3425	3,509					
Facebook Likes						8959	9,035					
Post Reach Instagram						-42%	-25.90%					
Post Reach Facebook						13%	42.90%					
Audience Growth Instagram						2%	2.34%					
Audience Growth Facebook						0%	1.07%					
Engagement rate Instagram						33.20%	13.80%					
Engagement rate Facebook						-25.20%	-23.60%					



This month each platform had a different post that preformed the best, but it is worth noting that both post were relating to our strike teams. On **Instagram**, our post about our strike team on the Rabbit fire preformed the best with **297 likes, 7 shares and 4 comments**. On **Facebook**, our post about our strike team on the Bonny fire preformed the best with **154 reactions and 17 comments and 6 shares**.



**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: B/C DECAMP AND CHIEF MCREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: 2023 TRAINING PROGRAM PROGRESS REPORT

CONSENT AGENDA

RECOMMENDATION:

Board information only, no action required.

BACKGROUND:

The District's training program holds a pivotal role in cultivating a state of preparedness, equipping personnel with the requisite skills and knowledge essential for proficient execution of both emergency and non-emergency operations. This comprehensive training initiative aims to ensure effective, efficient, and safe responses across various scenarios. Notably, the established minimum monthly training hours for Safety members, set at 20 hours, align precisely with the stipulations outlined by the Insurance Services Office (ISO) and industry benchmarks. Moreover, this program serves as a cornerstone for upholding compliance with an array of Local, State, and Federal mandates, all of which pertain to the training requisites for emergency personnel.

DISCUSSION:

The NCFPD Training Division continues its steadfast commitment to advancing the capabilities of every segment within our organization. From Chief Officers to Administrative Staff, we cater to diverse ranks and groups, ensuring comprehensive training across various levels. This holistic approach encompasses both internal training initiatives and extensive external partnerships, exemplified by collaborations with esteemed institutions such as Palomar College Fire Academy and Emergency Education Program, North Zone Joint Training, and Regional Training.

Our Training Division's scope embraces a plethora of training categories, replicating real-world scenarios and consistently exceeding minimum standards. Noteworthy training events, simulating real incidents, include:

- North Zone Wildland Extended Attack Drill
- San Diego County Multi-Agency Wildland Preparedness Exercise

2023 Training Program Progress Report

August 22, 2023

Page 2 of 4

- Live Fire Training Scenarios
- Blue Card Sets and Reps
- North Zone Mass Casualty Incident Drill

Our unwavering emphasis on Emergency Medical Education remains paramount. Medical Services Officer Mary Murphy leads our EMS training, ensuring our personnel are equipped with the highest standards of Emergency Medical Service skills and abilities.

The Training Division has proactively addressed the emerging and continually expanding risks stemming from the widespread utilization of lithium-ion batteries in contemporary society. Recognizing the significance of this challenge, we have implemented targeted training initiatives aimed at equipping our personnel with the necessary skills to effectively respond to emergencies related to these batteries. Our commitment to staying ahead of evolving threats underscores our dedication to ensuring the safety and preparedness of our workforce.

The Training Division, in conjunction with Human Resources Specialist Nancy Goss, has successfully conducted new hire and promotional testing, encompassing roles such as Single Role EMT and Paramedic, and Firefighter/Paramedic. The NCFPD Training Division also partnered with the Oceanside fire Department Training Division to lead this year's North Zone Engineer testing. This rigorous evaluation ensures a competent and capable workforce.

Moreover, our partnership with the California Firefighter Joint Apprenticeship Committee (Cal-Jac) is a significant stride forward. Currently, fourteen employees are enrolled in this program, enabling the district to receive reimbursements for their ongoing monthly training. These financial allocations can be channeled towards future training events and essential equipment. The stewardship of the NCF Cal-Jac program is diligently managed by Capt. Collin Baker.

Finally, we express our sincere appreciation to the invaluable crew training cadre leads and members for their unwavering dedication in delivering exceptional training to the entire department. Their commitment to excellence plays an instrumental role in enhancing our operational capabilities and fostering a culture of continuous improvement.

Wildland

Eng. Nick Crilly
Eng. Justin Rivera
Eng. Kyle Krenz

Technical Rescue

Capt. Sam Russell
Eng. Justin Rivera
Eng. Tyler Ruiz
FF Zach Cain

Auto Extrication

Eng. Joe Harlin
Eng. Matt Lindsey
Capt. Joel Hammer

Truck Operations

Capt. Ryan Garing
Capt. Danny Sahagun
Capt. Matt Lindsey
Capt. Collin Baker

Live Burn

Eng. Justin Rivera
FF Jorge Gonzalez
Eng. DJ Soriano
Eng. Eric Alter-Reitz

Fire Hose

Capt. Chris Craven
Eng. DJ Soriano
FF Brock Rutledge
FF Justin Nash

2023 Training Program Progress Report
August 22, 2023
Page 3 of 4

<u>EMS</u> MSO Mary Murphy FF Josh Kortekaas	<u>Lithium Ion Battery</u> Capt. Ryan Garing Capt. John Choi	<u>Pump Testing</u> Eng. Joseph Harlin
<u>Driver/Operator</u> Eng. Tyler Ruiz	<u>Haz Mat</u> Eng. Kyle Krenz	<u>Fire Command/ICS</u> Capt. Tom Harrington Capt. Collin Baker

Total Training Hours Through August 13, 2023	
Total Hours logged:	13,582
Average Total Hours per Month:	1,613
Average Total Hours per Day:	60

SUMMARY:

The training hours invested in our personnel consistently surpass minimum requirements when assessed on an average basis. This achievement is attributed to the combined efforts of our proficient in-house training teams and the dedicated North Zone training cadres. As a result, NCF maintains its steadfast commitment to providing outstanding training methodologies that benefit all members within our district.



Firefighters training on forcible entry techniques.



Firefighters participate in live fire training.



A probationary firefighter gives a class on the Self-Contained Breathing Apparatus.



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF MCREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: NCFPD ADMINISTRATION RENOVATION CONTRACT AWARD

ACTION AGENDA

RECOMMENDATION:

- That the Board award a contract to *Reed Family Enterprises, Inc.* for the renovation of NCFPD Fire Administration building and grounds.

BACKGROUND:

In 2022 the Board authorized Staff to develop a Request for Proposal (RFP) with Erikson-Hall Construction to bundle multiple much-needed facility projects at NCF Administration. As a result of the RFP process, *Reed Family Enterprises, Inc.* was determined to be the lowest most responsive bidder.

Discussion:

A 2022 site safety inspection of the NCF Administration building and property by Staff revealed several maintenance and improvement needs on the premises. The improvements would provide greater visitor and employee safety, site security, functionality, and improved exterior aesthetics to the building and grounds. The scope of work includes:

- Car park asphalt repair/resurfacing
- ADA compliant visitor parking
- Monument sign replacement
- Flagpole replacement
- Building security access control
- Exterior door replacement
- Exterior paint and window coverings
- Restroom renovation
- Employee break room renovation
- Drainage improvements to the property to prevent flooding during rain

NCFPD ADMINISTRATION RENOVATION CONTRACT AWARD

8/22/2023

PAGE 2 OF 2

FISCAL ANALYSIS:

The lowest proposal for the project was \$354,728.00 from *Reed Family Enterprises, Inc.* Funding for this project was allocated in the FY 23/24 preliminary budget which was approved by the Board in June 2023.

SUMMARY:

The NCF Administration building, and grounds have not seen meaningful maintenance, repairs, or upgrades since the District took ownership. The project will provide upgrades that will serve Staff and the public for years to come. The project is scheduled to begin in summer 2023, with completion anticipated in spring 2024.



NORTH COUNTY FIRE PROTECTION DISTRICT

STAFF REPORT

To: BOARD OF DIRECTORS
From: CHIEF MCREYNOLDS
Date: AUGUST 22, 2023
Subject: DESTRUCTION OF RECORDS

CONSENT AGENDA

RECOMMENDATION:

Staff recommends that the Board approve the destruction of District records in accordance with District *Records and Reports* Policy, Section 224.04.

BACKGROUND:

Each year, the District Custodian of Records identifies those records in storage that have met their file expiration date. A list of record files is then sent to the Board for approval.

DISCUSSION:

All records have been recently identified and inventoried. Below are the number of boxes and record type for destruction on or after July 1st, 2023:

- 26 Construction Inspections
- 2 Residential Sprinkler Systems
- 1 Budget Records
- 5 Miscellaneous (expired warranties, draft and unsigned copies of records)

FISCAL ANALYSIS:

Staff has researched vendors to provide the record destruction service. The cost is not estimated to exceed \$550.00.

SUMMARY:

Staff recommends approving the destruction of records as reported.

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**NORTH COUNTY FIRE
PROTECTION DISTRICT**
STAFF REPORT

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: LETTER REQUEST REGARDING STORM DRAINPIPES IN FALLBROOK

ACTION AGENDA

BACKGROUND:

There is an interest for the NCFPD to support a request to submit a letter to the County Board of Supervisors regarding repairs to a failing storm drain.

DISCUSSION:

A request was made by Director Pike to have the NCFPD Board discuss whether they would be interested in sending a letter to the County asking for urgent repairs to failing County storm drain infrastructure. This will be an opportunity for the Board to discuss the issue in open session.

FISCAL IMPACT:

There is no fiscal impact.

SUMMARY:

Should the Board agree to support this effort, a letter from Board President Acosta would be drafted, signed on behalf of the Board, and sent to the San Diego County Board of Supervisors. If the Board decides not to send a letter of support, then no further action is required.

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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, General Counsel

DATE: August 22, 2023

RE: General Counsel Report for Board of Directors Meeting

Attached to this memo are two articles regarding civility in local leadership that I found interesting and helpful.

The first is titled "Taking the Lead: How city officials can and should welcome disagreement." It was published by the League of California Cities and highlights the need for civility while embracing different points of view.

The second is titled "Civility Matters." It was published by the Institute for Local Government and the California Special Districts Association. This article also focuses on civility in local leadership and the importance of setting the tone for difficult conversations.

I encourage you to read both articles and reach out with any questions or concerns.

Taking the lead: How city officials can and should welcome disagreement

Aug 9, 2023

GUEST ARTICLE BY MATT LEHRMAN

Civility in local government is like guardrails on a highway. It provides the structure by which municipal leaders and the public can navigate around each other. Securing travel lanes provides safety for people heading in all directions.

When civility breaks down, people and perspectives collide — resulting in misunderstandings and disagreements that can harm relationships and fracture a community’s sense of togetherness. Guardrails can’t provide complete protection from conflicts, but they are the fundamental structures of cooperation and coexistence.

Why civility matters

Every city official is responsible for the infrastructure of civility in their municipality. Whatever your personal agenda or philosophy, you are — by nature of your position — responsible for ensuring access, information, and respect for all. Especially those with whom you disagree.

Creating an environment that is open, fair, and considerate to everyone is crucial. This means basing your decisions on facts, being transparent in your actions and decision-making processes, and promoting a sense of pride and togetherness throughout your community.

By prioritizing civility, you set a positive example and build trust and confidence — not just in local government, but in your community’s

essential quality of togetherness. A civil local government is not just nice to have but a must-have. It is the foundation of a healthy and functioning democracy.

How to welcome disagreements

Disagreement is not a sign of dysfunction, but rather a prerequisite for effective decision-making in a free society. Democracy enables people with assorted knowledge, values, and lived experiences to come together and solve community problems. You cannot effectively lead without the presence of diverse and passionate perspectives.

Disagreement also helps expose underlying assumptions and biases. When people with different perspectives come together, they are often forced to articulate and defend their assumptions and values — a process that reveals hidden biases and assumptions. By engaging with dissenting viewpoints, city leaders can gain a comprehensive understanding of the problem they are trying to solve. Diverse perspectives can help to identify issues that may have been overlooked or underappreciated. In this way, disagreement can be a catalyst for creativity and innovation.

When people can express their views and engage in constructive dialogue, they are more likely to hold their leaders accountable for their decisions. Can you make yourself comfortable with feedback and criticism? By engaging with diverse perspectives — or even dissent — you can create a culture of accountability that ensures decision-making is truly transparent and responsive.

As a civic leader, when you say “community,” it’s especially important for people to remember that you serve the entire population of your city. While it may be tempting to focus on the interests of your most vocal supporters or the loudest voices, doing so can lead to short-term thinking and neglect of the broader community’s long-term interests.

Disagreement builds trust and strengthens relationships. When people feel that their opinions are valued and respected, they are more likely to become invested in the decision-making process. By creating

forums for meaningful dialogue, city leaders can demonstrate their commitment to the community and build relationships of trust and mutual respect. Disagreement can be a powerful force for social cohesion and community building.

While disagreement can be challenging and uncomfortable, leaders must foster an environment that encourages open and honest communication. This may require developing formal mechanisms for soliciting feedback and dissent, such as public forums or advisory committees. Leaders must also be prepared to model constructive dialogue and demonstrate a commitment to the values of transparency, accountability, and inclusivity.

Of course, that's easier said than done. And not all disagreement is productive. Many of us have been on the receiving end of anger and vitriol. Next week, I'll provide some thoughts on how to stand strong against incivility.

Matt Lehrman is the managing director of Social Prosperity Partners. He will deliver the opening keynote "From Conflict to Conversation" at the [League of California Cities Annual Conference and Expo](#) on Sept. 20. This is part one of a two-part article, a version of which originally appeared in [Minnesota Cities magazine](#).

Civility Matters

By Melissa Kuehne, Program Manager, Institute for Local Government

In a recent ILG survey of local agency leaders, more than 54% of respondents reported an increase in hostility, divisiveness, bad behavior, and misconduct in their public meetings over the past two years.

Representative participation and open and transparent meetings are the foundation of our democracy. If left unchecked, this increased vitriol and incivility threaten to weaken that foundation. This leaves many local officials and staff asking the same question: "How do we maintain, and encourage, public access and participation while ensuring the safety of elected officials, staff, and community members?"

Civility matters

The type and tenor of discourse in public meetings has far-reaching effects. Negative comments can derail and prolong board meetings, erode trust, and impact the board's ability to conduct the public's business.

Most of our Board meetings are civil, and even people who might be upset about something usually conduct themselves with decorum. Occasionally, we do get someone who takes their three-minutes of public comment time to berate, belittle and insult. I find it sad that people feel the need to do that. I can tell you, I listen much more closely to a reasoned, impassioned argument than I do when someone stoops to name calling and vitriol." Gregg Fishman, Board member, Sacramento Municipal Utility District.

Incivility in public meetings and other aspects of public service can also impact a district's ability to attract and retain talent. In an informal survey conducted by the [International City/County Management Association](#), 25% of respondents indicated they had left public service because of the lack of civility. Without talented staff, districts will not be able to provide the level of service our communities need and have come to expect. Without high-quality staff, districts will not be able to tackle the range of complex and ever-changing issues facing

local government.

There are growing fears that continued negative discourse could also discourage broad community engagement with local governments. The general public may be less inclined to participate in meetings that frequently turn negative or violent. This could result in boards only hearing from a very vocal minority of their community, who may not represent the thoughts, feelings, or preferences of the community as a whole. In addition, special districts rely on ratepayers for revenue. Special districts must build and maintain trust with their customers and residents to ensure that district programs and proposals are supported by key stakeholders.

Improving civil discourse: codes of conduct

While there is no simple solution for improving civility overnight, there are several actions local governments can take to incrementally improve public discourse. For starters, remember that local officials are role models and should act accordingly.

“Civility starts with us. As leaders we are role models for our staff and for our community. How we operate sets the stage for the public is going to engage with us – at board meetings, at public workshops, and in the community.” *Don Bartz, General Manager, Phelan and Piñon Hills CSD*

To encourage and model civility, elected leaders can:

- collaborate and operate as a team.
- demonstrate honesty and integrity in every action.
- prioritize strengthening relationships and building trust.
- accept personal responsibility.
- focus on civil discourse; disagree agreeably and professionally.
- work for the common good, not personal interest.
- attack the problem, never the person.
- be open-minded and embrace diverse points of view.

- strive for a win-win; work toward consensus and seek common ground.
- practice active listening.
- think about shared values and find common ground.

Some local governments have identified shared values and created a set of agreed-upon norms with a documented civility policy, code of conduct, or rules of decorum. These documents set expectations for how the board will visibly model the kind of behavior it expects from the public. ILG has compiled [a list of sample codes and policies](#) for local officials online. Some common elements in these policies include variations of the following expectations:

- Treat everyone courteously.
- Be inclusive.
- Show respect.
- Exercise self-control.
- Take responsibility.
- Give consideration to all viewpoints.
- Focus on the issues and avoid personalizing debate.
- Disagree agreeably and professionally.

These policies can include a section outlining appropriate and inappropriate public behavior; like specific provisions against conduct by meeting attendees that could provoke violent or riotous behavior or disturb the orderly management of the meeting. Examples of negative conduct may include physical or verbal threats, vulgar or boisterous language, refusing to abide by time limits, throwing objects, or other disorderly conduct. Adopting an official policy for all attendees can also allow for enforcement measures such as warnings, ejections from meetings, or even suspension from government buildings.

Improving civil discourse: proactively engaging the community and providing clarity about engaging in public meetings

While many board meetings may have little community participation, rate actions and other controversial items may draw large, and very actively engaged, audiences. Providing opportunities for community engagement and input outside of standard board meetings can potentially offset the volume of public comments received in official board meetings. Consider employing different public engagement efforts for the community to provide feedback and be heard on hot button issues. Approaches such as town halls, coffee chats, surveys, websites, information sessions, and emails can allow for an additional, broader range of public input.

“There are a lot of laws and rules that mandate how we run our board meetings. It is important not only that we as local leaders understand the boundaries and nuances of the law, but also equally important that we communicate those parameters to the community so they have a clearer picture of when and how they can share ideas, feedback, and comments.” *Don Bartz, General Manager, Phelan and Piñon Hills CSD*

Improving civil discourse: managing public comment

Districts also have some flexibility when it comes to managing public comment. Districts may want to consider the following tips to manage the full public comment process, particularly for more controversial issues.

- Set parameters for how officials engage during public comment – work with the board secretary and legal counsel to understand in advance what board members can and cannot say
- Clearly define how public comment will be managed and state it at the beginning of the meeting, and before the public comment section(s) of the agenda
- Publicly explain the transparency reasons for public comments, especially with regard to what board members can and cannot respond to
- Be consistent with commenter speaking times
- Set consistent ground rules about applause, boos, etc.
- Allow groups to speak as one using a designated speaker

- Attempt to diffuse angry speakers using active listening techniques

Improving civil discourse: meeting design

If a community decides to hold a public workshop, there are several key logistical items related to meeting design that should be considered before and during the meeting to limit grandstanding and provide space for more balanced conversations.

Before the workshop:

- Be strategic about meeting design. Consider the room setup and ways to incorporate small and large group discussions, different ways to provide input, or real-time polling.
- Clearly define the roles of staff and elected officials.
- Establish a clear facilitation and governance process in advance. Discuss how decisions, if applicable, will be made, determine who will lead the meeting, and identify any follow-up activities or engagement opportunities that will need to be shared.
- Consider language access and accessibility needs to ensure that key stakeholders can participate in the process. Addressing this early will minimize attendee frustration.
- Understand hot button issues in advance.
- Draft and rehearse sample verbal prompts or scripts for all agency representatives that address various scenarios in advance so that electeds and staff can be prepared for challenging topics.

During the workshop:

- Manage expectations. Explain the process, meeting design, and timelines, including how community feedback will be used and how participants can remain engaged throughout the process. This will reduce the uncertainty of nonparticipation.
- Publicly clarify the roles and responsibilities of staff and elected officials so that participants know which district officials can address which issues.

- Offer multiple formats for public comment. Some participants may not be comfortable providing verbal comments, so consider surveys, notecards, or other options for nonverbal feedback.
- Take breaks as needed to reset. This strategy may help defuse tense situations.
- Consider using a neutral facilitator to lead the meeting — an expert that does not have a stake in the outcome of the meeting.

Since board meetings are regulated by the Brown Act, elected officials and staff have limited options when changing the format of meetings and responding to public comments. However, there are still options to consider when officiating a board meeting.

- Agree on a process in advance. Does each board member have an option to speak on every agenda item? Does your district use Robert’s Rules of Order or Rosenberg’s Rules of Order? Do you have a code of conduct that the board and community are expected to abide by? How are those rules enforced?
- Manage expectations. Residents may not understand all the intricacies of the local government decision-making process. When possible, explain engagement opportunities and the limitations elected leaders may have when responding.
- Make sure your chair understands the meeting format, process, and options.
- Be thoughtful and deliberative; use scripts as appropriate to ensure an accurate, respectful, and courteous response.
- Take a break if things get heated and only use ejection as a last resort.
- Consistently enforce your code of conduct or civility policy.

While there is no easy solution to the increase in incivility and harassment, it is important to remain committed to finding ways to increase civility, build bridges, and design a governance model that reinforces positive and equitable outcomes for the district and the community.

“Let us begin anew — remembering on both sides that civility is not a sign of weakness, and sincerity is always subject to proof...Let both sides explore what problems unite us instead of belaboring those problems which divide us.” ~John F. Kennedy

For more information about how ILG can help increase civility and effective communications in your community, contact Melissa Kuehne at mkuehne@ca-ilg.org.

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: WRITTEN CORRESPONDENCE

● **WRITTEN COMMUNICATION:**

- Recognition for participation in National Night Out 2023 – Office of Kelly A. Martinez, Sheriff.
- Certificate of Recognition for participation in National Night Out 2023 – Office of Brian Jones, Senator.

● **BOARD RECOGNITION PROGRAM:**

July 2023:

- Letter of appreciation from Director Pike regarding the Diversity, Equity, and Inclusion Working Group

August 2023:

- Letter of appreciation from B/C DeCamp to the following individuals for their work on the new ambulance: Fleet Supervisor Lievanos, Fleet Mechanic Chavez, Engineer Krenz, FF/PM Farmer, PM Castillo, EMT McReynolds, Engineer Rivera, Capt. Craven, and FF/PM Quevedo
- Letter of appreciation from Superintendent Ilsa Garza-Gonzalez recognizing the participation of Capt. Jones and FF/PM Debrauwere in the 2023 Welcome Staff Back event at Fallbrook High School.



San Diego County Sheriff's Department

Post Office Box 939062 • San Diego, California 92193-9062



Kelly A. Martinez, Sheriff

August 6, 2023

North County Fire Protection District
Attn: Chief Keith McReynolds
330 S. Main Ave
Fallbrook, CA 92028

Dear Chief McReynolds,

RE: SUPPORT FOR SAN DIEGO SHERIFF'S DEPARTMENT AT NATIONAL NIGHT OUT

On behalf of the San Diego County's Sheriff Department, I would like to thank you and your organization for the generous support of the annual National Night Out event, held at the Fallbrook Sheriff's Station in Fallbrook on Saturday, August 5, 2023.

National Night Out is a nationwide community-building campaign, held annually and promoting police-community partnerships. This is vital to make our neighborhoods safer while bringing back a sense of community pride and opening lines of effective communications with community stakeholders. We sincerely appreciate the time and effort that you and your staff devoted to help us make this event a success in Fallbrook. Several hundred residents and community leaders attended this event and the positive feedback from them was tremendous.

Thousands of law enforcement agencies participate in this event each year and we are truly grateful that your organization chose to support the County of San Diego's Fallbrook Sheriff's Substation for this event.

Sincerely,

KELLY A. MARTINEZ, SHERIFF

Claudia Delgado, Lieutenant
Fallbrook Sheriff's Substation
388 E. Alvarado Street
Fallbrook, CA 92028

KAM/CD/hm



CERTIFICATE OF RECOGNITION



SENATOR BRIAN W. JONES

HONORS

NORTH COUNTY FIRE PROTECTION DISTRICT

FALLBROOK NATIONAL NIGHT OUT 2023

OUTSTANDING COMMUNITY SERVICE

In special recognition of your unyielding dedication to bringing neighbors and law enforcement together. By building these strong partnerships, you are contributing to a safer and more caring place to live.

August 5, 2023

RE: Diversity, Equity, and Inclusion Working Group

Hi all,

I wanted to reach out to let you know how much I appreciate all of your work on this project. I know I'm coming in late, but you all have made amazing progress and I'm proud to be able to join you as we move forward. It's important and delicate work and I see how much you care about getting this done in a way that has a positive outcome and is well-received by all of our staff. Thank you for everything you have done and continue to do!

Thank you,
Ross



ROSS PIKE

he/him/his

Director • District 1 | Board of Directors

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

Team,

I hope this email finds you in great spirits. I am excited to announce that our new ambulance is ready to be placed in service! I wanted to take a moment to express my sincere appreciation and admiration for the remarkable effort and dedication displayed by the team that made it happen.

A big shout out goes to Victor and Chavez in the shop, Engineer Krenz, Probationary Firefighter Farmer, Paramedic Castillo, EMT McReynolds, Engineer Rivera, Captain Craven, and Firefighter Quevedo. Your collective expertise and collaborative spirit truly shone through as you worked together under the exceptional leadership of Captain Berry.

The attention to detail and the impressive skills demonstrated in installing the iPad, radios, Knox box, narc box, and configuring the center console did not go unnoticed. Your meticulous work ensures that our new ambulance is equipped to provide top-notch service to the community we serve.

Thank you for going above and beyond to ensure that our resources are ready to make a positive impact on the lives of those we serve. It's with great pride and admiration that I congratulate each one of you for a job well done. Your dedication and hard work are a testament to your professionalism and commitment to excellence. The success of this endeavor is a reflection of the outstanding teamwork and camaraderie that define our department.

Once again, congratulations on this achievement, and thank you for your exceptional service.

Appreciatively,



Robert DeCamp | Battalion Chief

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

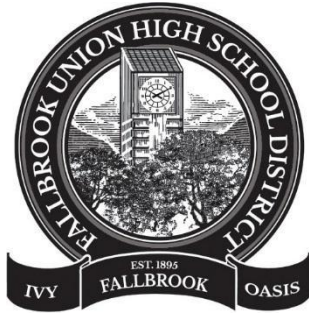
T: (760) 723-2005

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rdecamp@ncfire.org | www.ncfire.gov



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FALLBROOK UNION HIGH SCHOOL DISTRICT
2234 SOUTH STAGE COACH LANE, FALLBROOK, CA 92028
PHONE (760) 723-6332 • FAX (760) 723-1795 • www.fuhsd.net

Ilsa Garza-Gonzalez
Superintendent

Brenda Mefford
Chief Business Officer

Continuous Pursuit of Excellence

Monday, August 14, 2023

Dear Chief McReynolds,

I wanted to take a moment to express my sincere gratitude for giving Captain Eddie Jones and Firefighter Paramedic Doug Debrauwere the opportunity to present at the recent Welcome Staff Back 2023 for Fallbrook Union High School District (FUHSD). It was truly an honor for our staff to learn from the experts at North County Fire Protection District (NCFPD). It also solidified the message that in Fallbrook we all work together for the benefit of our community.

The experience of hearing from NCFPD on the use of individual first aid kits was not only professionally enriching but also personally rewarding. The support and encouragement of NCFPD under your leadership played a crucial role in ensuring the success of the training. Being able to showcase the knowledge of your staff and offer reassurance that we are prepared for a tragic event allowed us to demonstrate the collaborative and dedicated spirit that defines NCFPD. Captain Jones and Firefighter Debrauwere went above and beyond our expectations. They provided guidance on the materials that should be a part of our “Stop the Bleeding” kits and helped us secure quality materials at a reasonable price. I’m happy to say their commitment allowed FUHSD to purchase a kit for every classroom and office as well as for campus supervisors and athletic coaches.

The chance to engage with industry professionals was invaluable. An evaluation of the training indicated that 97% of respondents valued the content of the presentation and 98% of respondents felt that Captain Jones and Firefighter Debrauwere had knowledge of the training as it related to schools. In fact, 54% of respondents stated they would like a follow up training on the subject. Comments included the following:

- This was the most valuable part of the day to me.
- The information was direct and to the point.
- Hands-on training for this should be required and I would be very interested in it.
- Loved the hands on part.
- Additional training would be good. Hearing things once might not be enough. The more familiar we are with how to react to a situation, the more we can remember the steps in a crisis.

Your decision to allow Captain Jones and Firefighter Debrauwere to participate in this event not only demonstrates your commitment to the professional growth of FUHSD staff but also underscores your trust in our abilities and the ability of your team.

Oscar Caralampio

Board of Trustees
Paul Christensen

Eddie Jones

Regular Board Meeting, August 22, 2023

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We look forward to more opportunities to collaborate with NCFPD. Thank you once again for the incredible opportunity. We are truly grateful for your support. Attached you will find pictures from the day.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ilsa Garza-Gonzalez', with a stylized, cursive script.

Ilsa Garza-Gonzalez
Superintendent



**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: COMMENTS, REPORTS AND UPDATES

● **STAFF COMMENTS/REPORTS/UPDATES:**

● **CHIEF McREYNOLDS:**

● **CHIEF OFFICERS & STAFF:**

● **BOARD:**

● **BARGAINING GROUPS:**

● **PUBLIC COMMENT:**

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**NORTH COUNTY FIRE
PROTECTION DISTRICT
STAFF REPORT**

TO: BOARD OF DIRECTORS
FROM: CHIEF McREYNOLDS
DATE: AUGUST 22, 2023
SUBJECT: CLOSED SESSION

CS-1. Announcement — President Acosta:

➤ An announcement regarding the items to be discussed in closed session will be made prior to the commencement of closed session.

CS-2. Conference with Labor Negotiator (Government Code §54957.6)

➤ Agency Representative: Chief McReynolds
Employee Organizations: Management Group Employees, Fallbrook Firefighters Association (Safety Group Employees), and Miscellaneous.

CS-3. Report From Closed Session — President Acosta

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