

1 **October 25, 2022**

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

4 President Egkan called the meeting to order at 4:00 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 (4:02 p.m.) and Van Doorn.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO McReynolds, DFC Mahr, Attorney James, Board Secretary
11 Stephen-Porter, D/C MacMillan, FM Fieri, Board Clerk Canpinar and members of the public
12 and Association.

13 **PUBLIC ACTIVITIES AGENDA**

14 1. **PUBLIC COMMENT:** President Egkan addressed the audience and inquired whether
15 there were any public comments regarding items not on the agenda. Chief McReynolds
16 acknowledged and thanked Director van Doorn for serving as a member of the District the
17 last 4 years, and presented him with an award for his service. There being no comments
18 from the public, the Public Comment Section was closed.

19 2. **CHALLENGE COIN AWARD:** Chief McReynolds and Captain Harrington presented Carlos
20 Michel a Challenge Coin for his quick response when coming across a vehicle fire on
21 westbound Highway 76 while on-duty. Chief McReynolds thanked Mr. Michel for his service.

22 3. **VALOR AWARDS:** Chief McReynolds presented Captain Mike Benoit, FF/PM Josh
23 Kortekaas, PM Gabe Saldana and EMT Freddy Avila with valor awards for their courage and
24 composure while carrying out life-saving efforts on District Engineer Bruce Moore.

25 **ACTION AGENDA**

26 **CONSENT ITEMS:**

27 4. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR SEPTEMBER 27, 2022**

28 5. **REVIEW AND ACCEPT SPECIAL BOARD MEETING MINUTES FOR OCTOBER 5, 2022**

29 6. **REVIEW AND ACCEPT FINANCIAL REPORT FOR SEPTEMBER 2022**

30 **7. REVIEW AND ACCEPT POLICIES AND PROCEDURES**

- 31 1. ADMINISTRATION – BUSINESS ADMINISTRATION – PAYROLL AND BENEFITS – BILINGUAL
32 PAY: NEW POLICY OUTLINING THE REQUIREMENTS AND PROCESSING OF ELIGIBILITY AND
33 PAYMENT.
- 34 2. ADMINISTRATION – BUSINESS ADMINISTRATION – PAYROLL AND BENEFITS – PAYROLL
35 PROCESSING: HOUSEKEEPING TO BRING POLICY IN LINE WITH ACTUAL PRACTICE.
- 36 3. ADMINISTRATION – BUSINESS ADMINISTRATION – PAYROLL AND BENEFITS – SINGLE ROLE
37 EMS PERSONNEL COMPENSATION: HOUSEKEEPING TO BRING POLICY IN LINE WITH
38 ACTUAL PRACTICE.

39 **8. CUSTOMER SATISFACTION SURVEY SATISFACTION PROGRAM, 2022 – 3RD QUARTER RESULTS**

40 President Egkan inquired whether there were any questions on Consent Items 4-8. There
41 being no discussion, President Egkan asked for a motion to approve the Consent Agenda.
42 On a motion by Director Pike, seconded by Director van Doorn the motion to approve the
43 Consent Agenda as presented passed unanimously.

44 **ACTION ITEMS:**

45 **9. APPROVE MEETING SCHEDULE AND PLACE FOR NORTH COUNTY FIRE PROTECTION DISTRICT**

46 **BOARD MEETING FOR THE YEAR 2023 – CHIEF McREYNOLDS AND BOARD CLERK CANPINAR:** Chief

47 McReynolds stated Regular Board Meetings are scheduled the 4th Tuesday of the month with a start
48 time of 4 p.m. at the Fallbrook Public Utility District. The facility is adequately suited for both Board
49 and public attendance. Director Pike and President Egkan both mentioned they would like to consider
50 moving the start time of the meetings from 4 p.m. to 6 p.m. On a motion by Director van Doorn,
51 seconded by Director Pike, a motion was passed to table the item until next month to allow incoming
52 Director, Director Shaw, the ability to voice his consideration.

53 **10. PUBLIC HEARING DATE/TIME CERTAIN FOR OCTOBER 25, 2022 (4:15 P.M.) - FOR ADOPTION OF**

54 **2023 CALIFORNIA FIRE CODE WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS – APPROVAL**

55 **AND ADOPTION OF ORDINANCE 2022-01 – FM FIERI AND CHIEF McREYNOLDS:**

56 President Egkan called the Public Hearing to order at 4:18 p.m., asking if there were any
57 public comments. There being no public comments, the Public Hearing was closed. Chief
58 McReynolds presented the Ordinance for the second and final reading, noting there were

59 no changes since the first reading. President Egkan requested a motion to waive the reading
60 of the ordinance. On a motion by Director Pike, seconded by Vice President Acosta, the
61 motion to waive the reading passed unanimously. On a motion by Director Munson, which
62 was seconded by President Egkan, the Board unanimously approved Ordinance 2022-01 as
63 presented and directed publishing with the following roll call vote: **Ayes:** Director Acosta,
64 Egkan, Munson, Pike and van Doorn; **Noes:** None.

65 11. **NORTH ZONE BLS AMBULANCE DEPLOYMENT – DFC MAHR AND CHIEF McREYNOLDS:** DFC
66 Mahr explained how this operation will continue to assist in providing adequate service to
67 the north zone area. Chief McReynolds advised that with the added hours the ambulance is
68 in service, there will come an increase in cost. President Egkan asked if we have numbers
69 indicating how profitable this has been. DFC Mahr responded that we have a report with five
70 (5) months' worth of billing totaling twenty-two thousand (\$22,000.00) dollars. DFC Mahr
71 reminded the Board that daily call volumes have doubled, and any additional transport
72 revenue should cover expenses incurred. On a motion by Director Pike, seconded by
73 Director Van Doorn, the motion passed unanimously.

74 12. **APPROVE RESOLUTION 2022-21 ADOPTING AN UPDATED PAY SCHEDULE – FM JUUL AND**
75 **CHIEF McREYNOLDS:** Chief McReynolds informed the Board that the pay scale adjustments
76 are displayed on Exhibit 'A'. Chief McReynolds reminded the Board that every time there is
77 a slight adjustment, Board approval is required. With no further discussion, on a motion by
78 Director Munson and seconded by Director van Doorn, the motion to adopt Resolution 2022-
79 21 reflecting an updated pay schedule passed unanimously.

80 13. **SOLE SOURCE VEHICLE PURCHASE – DFC MAHR AND CHIEF McREYNOLDS:** DFC Mahr
81 informed the Board how challenging vehicle acquisition is in the current climate and how
82 competitive bid processing has become. The Fleet Maintenance Supervisor found only one
83 vehicle, a 2022 Dodge Ram, adequately equipped for NCFPD's needs in Southern California.
84 Director Munson asked DFC Mahr if he was pleased with the proposal and DFC Mahr
85 indicated that he is. DFC Mahr also indicated that looking for any other vehicle would be
86 extremely time consuming and would delay procurement further. Director van Doorn asked
87 if there was any opportunity for NCFPD to file a claim against Ford based on the unavailability

88 of replacement parts and DFC Mahr responded that wasn't an option. On a motion by Vice
89 President Acosta, seconded by Director van Doorn the motion to purchase a sole source
90 vehicle passed unanimously.

91 **14. COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION – D/C MACMILLAN AND**

92 **CHIEF McREYNOLDS:** D/C MacMillan informed the Board that both he and Chief McReynolds
93 have been working on securing an application for a Federal HUD Program grant. The grant
94 assists public agencies with money to help with facility projects. Chief McReynolds added
95 that there are numerous facilities upgrades that need to be addressed, including the parking
96 lot at Station 3 and some ADA modifications at the administrative building. President Egkan
97 asked if we needed more handicapped space and ramp modifications and Chief McReynolds
98 responded that ramp upgrades will be a part of the scope of work, in addition to correcting
99 exterior precipitation drainage. After a brief discussion, on a motion by Director Van Doorn,
100 seconded by Vice President Acosta the motion to approve Resolution 2022-22 to secure
101 grant funding passed unanimously.

102 **15. REVIEW AND APPROVE STATION 2 RENOVATION CHANGE ORDER – CHIEF McREYNOLDS:**

103 Chief McReynolds informed the Board there are two enhancements to Station 2 that need
104 to be completed – the addition of a secondary visitor parking stall and ADA modifications.
105 Chief McReynolds indicated there is twenty-six thousand dollars (\$26,000.00) available in
106 the budget for these upgrades. On a motion by Vice President Acosta, seconded by Director
107 Munson the motion to approve the Station 2 Renovation Change Order passed unanimously.

108 **DISCUSSION AGENDA**

109 **16. DISCUSSION:** There were no Discussion Items for this meeting.

110 **STANDING DISCUSSION ITEMS:**

111 ● **LEGAL COUNSEL REPORT:** Counsel James presented his report “City Clerk and
112 Board Secretary Road Map.” Brief discussion ensued. This is informational only, no action
113 required. Counsel James also thanked Director van Doorn for his service as a member of
114 the District Board.

115 ● **WRITTEN COMMUNICATIONS:** There were no Written Communication Items for
116 this meeting.

117 ● **BOARD RECOGNITION PROGRAM:** There were no Board Recognition Program Items
118 for this meeting.

119 ● **NEWS ARTICLES:** No discussion ensued regarding articles. This is informational
120 only, no action required.

121 ● **COMMENTS:** President Egkan commended DC MacMillan, Public
122 Outreach/Communication Specialist Vargas, Fire Prevention Specialist Beeghley and Fire
123 Marshal Fieri for making Fire Prevention Week, the Open House and Harvest Faire a huge
124 success.

125 ● **STAFF REPORTS/UPDATES:**

126 ● **KEITH McREYNOLDS, FIRE CHIEF/CEO:** Chief McReynolds informed the Board there
127 is an open recruitment for a Fleet Maintenance Supervisor and interviews will commence
128 early December. There is current easement work at Station 4, and after attending the
129 Fallbrook Planning Meeting, easement restrictions were lifted. This item did not need to go
130 to the Board of Supervisors for approval. Demos for the pump pod at Station 1 will be held
131 soon and the media will be invited. Chief McReynolds congratulated Shift BC De Camp, as
132 he was named today as Administrative BC on a 1-yr assignment. Chief McReynolds also
133 informed the Board of Director van Doorn's resignation from his seat at LAFCO and asked if
134 any of the current Board members would like the opportunity to serve on the Board to let us
135 know. These items were informational only, no further action required.

136 ● **CHIEF OFFICERS AND OTHER STAFF: DFC MAHR:** DFC Mahr informed the Board that he
137 is very pleased with the teamwork and performance of all Staff and reminded the Board there
138 were several employees currently on light duty.

139 ● **BOARD:** All members of the Board thanked Director van Doorn for his cooperation,
140 insight and faithful service to the District the last 4 years.

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

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

143 **CLOSED SESSION**

144 ● **OPENING CLOSED SESSION:**

145 At 5:02 p.m., President Egkan inquired whether there was a motion to adjourn to Closed

146 Session. There being no objection, President Egkan read the items to be discussed in
147 Closed Session and the Open Session was closed. A short break ensued after the reading
148 of the Closed Session Items. At 5:05 p.m., and the Board entered Closed Session to hear:

149 CS-1. **ANNOUNCEMENT — PRESIDENT EGKAN:** An announcement regarding the items to be
150 discussed in Closed Session will be made prior to the commencement of Closed Session.

151 CS-2. **EMPLOYMENT OF PUBLIC EMPLOYEE – GOVERNMENT CODE § 54957(B) — CHIEF**
152 **MCREYNOLDS**

153 CS-3. **EMPLOYMENT OF PUBLIC EMPLOYEE – GOVERNMENT CODE § 54957(B) – CHIEF**
154 **MCREYNOLDS**

155 CS-4. **REPORT FROM CLOSED SESSION – PRESIDENT EGKAN**

156 ● **REOPENING OPEN SESSION:**

157 On a motion by Vice President Acosta, which was seconded by Director Munson, which
158 passed unanimously, the Board returned Open Session at 5:33 p.m. and the following items
159 were reported out to the public:

160 CS-2. **EMPLOYMENT OF PUBLIC EMPLOYEE – GOVERNMENT CODE § 54957(B) — CHIEF MCREYNOLDS:**

161 On a motion by Director Pike, seconded by Vice President Acosta the request to extend the
162 contract for the Executive Assistant/Board Secretary was approved as presented by a
163 unanimous vote.

164 CS-3 **EMPLOYMENT OF PUBLIC EMPLOYEE – GOVERNMENT CODE § 54957(B) – CHIEF MCREYNOLDS:**

165 On a motion by Director Van Doorn, seconded by Vice President Acosta the request to
166 authorize Chief McReynolds to pursue a contract with Burke, Williams and Sorensen, LLP
167 as District Counsel was approved by a unanimous vote.

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ADJOURNMENT

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A motion was made at 5:34 p.m. by Vice President Acosta, seconded by Director Munson to adjourn the meeting and reconvene on December 6, 2022, at 8:00 a.m., which motion carried unanimously.

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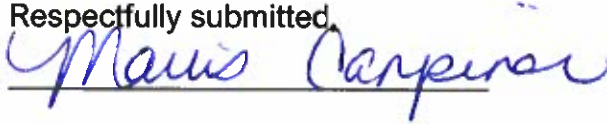
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Respectfully submitted,

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Mavis Canpinar

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Board Clerk

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

12/13/22