MINUTES

February 23, 2015

The Advisory Fire Commission met at a regular meeting on Monday, February 23, 2015 at 7:00 p.m. Chairman Tom Chapman called the meeting to order and led the salute to the flag.

ROLL CALL:

Present: Commissioners:
Richard "Tom" Chapman – At Large #2
Barry Cunningham – District IV
Mike Egan – At Large #1
Bill Granados – District II
Ed Haynes – District III
Randall Henderson – District I
Nat Rojanasathira – District V

Fire Chief:
Jeff Carman

Absent:
Melvin Chappel (Alternate – District III)
Erling Horn (Alternate – District II)

BADGE PINNING CEREMONY

The following personnel were present for the badge pinning ceremony: Fire Captain Joaquin Avila (promoted January 16), Fire Engineer Michael Frankina (promoted January 15).

PUBLIC HEARINGS

A. Chairman Chapman opened the public hearing on the February 18, 2015 Report on the Cost of Abatement. Hearing no objections or protests to the February 18, 2015 Abatement Report, the hearing was closed. He then asked for a motion to adopt the "Resolution of Confirmation" confirming the February 18, 2015 Abatement Report in the amount of $5,311.47. Commissioner Rojanasathira moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Egan. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

Commissioner Cunningham made an additional motion to have District staff adjust or modify any charges found to be incorrect because the charge was entered:
a) more than once,
b) through clerical error,
c) through the error or mistake of a material fact, or
d) illegally

Motion seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

PUBLIC COMMENTS: None.

PRESENTATION OF RECOMMENDED BUDGET REPORT – FY 2014-15

Jackie Lorrekovich, Chief of Administrative Services, was present to give an overview of and answer questions regarding the District’s recommended FY 2015-16 budget. The General Operating Fund 7300 Preliminary Budget for FY 2015-16 is $119,014,065. A general discussion of revenue and expenditure items followed.

Commissioner Haynes made a motion to forward the recommended budget report to the Board of Directors as presented. The motion was seconded by Commissioner Cunningham. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

CONSENT ITEMS:

December 8, 2014 Meeting Minutes:

Commissioner Granados made a motion to approve the December 8, 2014 meeting minutes. Motion was seconded by Commissioner Cunningham. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

Commissioner Haynes asked for confirmation that, for future meetings, the draft meeting minutes will be made available to the public approximately two weeks after each meeting. Secretary Shawn de Leuze confirmed.

ACCEPT AND FILE REPORTS:

After review, the reports listed below were accepted and filed.


• Commissioner Haynes pointed out that the Personnel Report has changed significantly. Commissioner Cunningham inquired about restoring the vacancy statistics. Chief
Carman replied that if there is information that has been eliminated but there is a need to include it, to let us know and it will be considered. Chairman Chapman added that if there are requests for changes to the reporting format to forward to him and he will forward to the Commission Secretary.


- Ms. Lorrekovich added that the overage on line 3618 is due to the installation of Optiman. The District is replacing all of the T1 lines with broadband which will result in a reduction of telephone costs in the future.


Incident Summary Reports (Monthly Activity Reports) – Reviewed/discussed December 2014 and January 2015 reports.

- Commissioner Granados inquired about the previously issued Monthly Productivity Reports. Chief Carman replied that that information will be included in the forthcoming monthly activity reports to be posted to the District’s website.

Suppression Leave Summary – Reviewed/discussed December 2014 and January 2015 reports.

Correspondence – Reviewed.

Commissioner Haynes made a motion to accept and file reports as written, seconded by Commissioner Cunningham. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).


Chief Carman clarified that the number of engines ordered should be nine, not 10, as reflected in his report.

UNFINISHED BUSINESS: None

NEW BUSINESS:

B. Discussion Item: Palo Alto Report (Egan) – Discussed the merits of a report by the City of Palo Alto Fire Department.

COMMISSIONERS’ COMMENTS:

- Commissioner Cunningham said that with the omission of certain response statistics from the Incident Summary Report, he is unable to give commendation to the engine companies that are meeting their turnout times.

Commissioner Cunningham made a motion to adjourn the meeting; seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Chapman, Cunningham, Egan, Granados, Haynes, Henderson, Rojanasathira).

Meeting adjourned at 9:10 p.m.

NEXT MEETING DATE AND TIME:

April 13, 2015, 7:00 p.m.

Shawn de Leuze, Recording Secretary