

---

---

**MORAGA-ORINDA FIRE DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING MINUTES  
November 17, 2010**

---

---

**1. Opening Ceremonies**

The Board of Directors convened in Open Session at 6:58 p.m. on November 17, 2010, at the Moraga Orinda Fire Administration Building, 1280 Moraga Way in Moraga, California. President Sperling called the meeting to order and led the Pledge of Allegiance. Present were the following Directors and Staff:

President Sperling	Fire Chief Bradley	Sue Casey, Finance Services Manager
Director Olsen	Steve Meyer, District Counsel	Secretary Santos
Director Weil	Battalion Chief Healy	
Director Wyro	Battalion Chief Lee	

**2. Public Comment**

There were no comments from the public.

**3. Consent Agenda**

It was M/S/C by a vote of 4-0 (Yes: Olsen, Sperling, Weil, Wyro; Absent: Mancinelli) to approve Items 3.1.1 Regular Board Meeting Minutes of September 15, 2010, and 3.1.2 Regular Board Meeting Minutes of October 20, 2010, subject to clarification of the votes.

It was M/S/C by a vote of 4-0 (Yes: Olsen, Sperling, Weil, Wyro; Absent: Mancinelli) to approve Items 3.2, 3.3, and 3.5 from the Consent Agenda.

President Sperling motioned to remove Item 3.4 Monthly Financial Reports from the agenda. He noted that the original financials included in the Board packet only contained monthly totals. Although revised financials were provided at the meeting, he preferred that the corrected copies be included in the next Regular Board meeting packet to give the public and Directors time to review them prior to the meeting.

**4.1. Create a new job classification titled Administrative Services Director**

Chief Bradley requested the Board approve the creation of a new Administrative Services Director position. He explained that the current Financial Services Manager position would be eliminated and the Administrative Services Director position would take over the business side of the District encompassing Finance, Human Resources, Risk Management and Workers' Compensation. Chief Bradley stated that consolidating the Administrative function would ultimately save the District money and presented a salary survey conducted by Staff.

Public Comment – Vince Maiorana (23 Lost Valley Dr., Orinda, CA) asked if this was the first time this was brought up in a board meeting – closed or otherwise, and if the position would be eligible for overtime. President Sperling said this was the first time it was brought up, and informed him that the position would be exempt from any overtime.

Vince Maiorana inquired if there would be an open application process, so that it would not look to the public like someone in particular would be “sliding into this position”. Chief Bradley explained that a job description must be created first, before the District can negotiate with any employee who it would like to be placed into that job description. President Sperling commented that there are two different processes – the first is to create the job description, but not necessarily to fill it.

After continued discussion, the Board requested Chief Bradley to bring the item back to the next Board Meeting, along with a report on his organizational vision for the District.

**4.2. Contra Costa County Employee's Retirement Association December 31, 2009 Actuarial Valuation and Review**

FSM Casey gave an overview of the Contra Costa County Employees' Retirement Association (CCCERA) Board meeting, which was held on November 3, 2010. FSM Casey explained that CCCERA's Board voted to depool CCCERA's assets, liabilities and normal cost by employer. The CCCERA Board action included a retroactive application of depooling back to December 31, 2002, which did not involve recalculation of any employer rates prior to

December 31, 2009. However, it involved reflecting the separate experience of the employers in each individual employer cost group from December 31, 2001, through December 31, 2009.

FSM Casey also explained that due to depooling valuation, our employer contribution rates for 2011/12 would increase 26.5% from what was originally forecast. Staff used a CCCERA employer contribution rate of 22.72% in the Long Range Financial Forecast. The rate recommended in the valuation for MOFD for 2011/12 was 28.74%.

There were many comments and questions from the Board about CCCERA's actions. District Counsel Meyer suggested that the Board form an Ad Hoc Committee to investigate. He suggested that the committee seek the assistance of a forensic actuary to assist in getting the answers to the Boards' questions.

After discussion by the Board and members of the public, it was M/S/C by a vote of 4-0 (Yes: Olsen, Sperling, Weil, Wyro; Absent: Mancinelli) to:

1. Form a CCCERA Depooling Ad Hoc Committee, comprised of Directors Olsen and Weil, to investigate the actuarial and valuation review by CCCERA as set forth in the Agenda packet 4.2
2. Authorize the Committee to authorize Chief Bradley to engage any specialized consultants or counsel as necessary after they evaluate and analyze, report back to the Board the results of the investigation, including, but not limited to forensic actuaries, accountants and special counsel

#### **5.1. Finance Committee**

Finance Committee - Director Weil reported that the Finance Committee has not met.

#### **5.2. Ad Hoc Facilities Committee**

Director Olsen reported that the Facilities Committee met on November 10<sup>th</sup>. He stated that Battalion Chief Lee is proceeding with SGH to design the buttress plans for the Station 43 apparatus bay, and soon thereafter, would go to bid for the construction. The project should be under way within the next 60 days.

Director Olsen reported that they are in the process of writing staff reports on how much money will be available in the special revenue fund to fund a variety of facilities projects. The Committee anticipates receiving the ultimate apparatus and station configurations report— for both the next 5 years as well as after all the large projects, such as Wilder and Palos Colorados, are completed.

Director Olsen reported that construction at Station 43 is strictly short-term, dealing with the immediate seismic hazard. The goal is that within the next 2 years, reconstruction of that station will be under way, but for now, investigations on the issue will continue. Director Olsen reported that Battalion Chief Lee conducted speed trials to see how long it takes to get to various parts of Northeast Orinda from the current Station 43 to see how that compares with the response times from Station 45. The test provided some useful insights.

In the immediate future, the Committee plans to visit some newly built fire stations around the Bay Area developed by major Bay Area architectural firms to get an idea of what other Municipalities and Fire Districts are building, what it costs, and what features are included. The plan is to build an environmentally and ecologically correct station at Station 43.

Director Olsen reported that he and Fire Chief Bradley had a very positive meeting with the new Town Manager and Planning Director of the Town of Moraga. They discussed what to do with Station 41, the Training Facility, and the Administration Staff. The Committee also continues to look at temporary administrative office space, but there has been no resolution yet. Director Olsen reported that a report will not be ready before the Thanksgiving holiday, but said the Committee will do everything they can to finish it by year end.

Director Weil commented that there may be more emergency medical calls due to the future senior housing units near Station 41 – an average of 1 ½ calls a day or more. There was a question as to whether this facility was adequate to house the number of equipment necessary, which would be dependent on the age of the people and their physical condition. If it were more like an assisted living facility, the calls could be more than just 1.5 a day. There may be a need for another ambulance or additional staff, since the current facility will not be adequate. Director Olsen commented that Staff is currently working on getting the information.

President Sperling commented that he appreciated the information provided. If the project continues beyond the end of the year, President Sperling asked for a written interim report that includes what has been done, what still needs to be done, and the expected outcome. Director Olsen agreed to provide an interim report.

**5.3. Tri-Agency Ad Hoc Committee**

President Sperling reported that the last few reports indicated the intention of the Committee to have one final meeting to allow for a final set of input from the public and a final conversation amongst all three agencies to share thoughts and comments and bring back to their respective agencies. Finding a meeting time has been very challenging. He reported that one of the Committee members would be stepping down from his role on the Orinda Council on December 7 or 8. President Sperling commented that they would like to get a final meeting put together as soon as possible, but they are faced with some challenges in doing so.

Jonathan Godwin (Canyon, CA) asked if there were any plans to create a document with the information provided. President Sperling said that was a great comment, but it needs to be addressed to the Chair of the Tri-Agency Committee. He is not sure who that would be since the Chair will be stepping down, but he will make sure to bring it up to the Committee for the entire sub-committee to discuss.

**6.1. Brief Information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3 (d))**

Nothing to report

**6.2. Questions and informational comments from Board members and Staff**

Director Wyro asked if someone was going to attend the County Board of Supervisors' meeting, which includes discussion about the closing of ConFire stations. Chief Bradley replied that he would be attending.

Director Weil reported that he visited Phoenix, Arizona, and saw impressive fire stations with 100' tall radio towers and huge facilities.

Director Olsen reported on the vacant special district regular seat on Contra Costa LAFCO, and suggested that the District discuss this issue at the next meeting. He suggested that the District think about what role, if any, it would like to play in this and discuss it at the next meeting.

Director Olsen congratulated Director Wyro on his re-election. Director Olsen also wanted to give Battalion Chief Randy Trumpf his highest regards, and to wish him farewell and best wishes on his retirement. The Board is grateful for his fire service.

**7. Adjournment**

At 8:24 p.m., President Sperling called for adjournment of the meeting.

---

Grace Santos  
Secretary to the Board