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**MORAGA-ORINDA FIRE DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING MINUTES  
August 21, 2013  
(Adopted September 18, 2013)**

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**1. Opening Ceremonies**

The Board of Directors convened in Open Session at 6:00 P.M. on August 21, 2013, at the Moraga Library Community Room, 1500 St. Mary's Road, Moraga, California. President Wyro called the meeting to order. Present were the following Directors and Staff:

Director Evans	Stephen Healy, Interim Fire Chief
Director Weil	John Bakker, District Counsel
Director Famulener	Eddie Kreisberg, Labor Negotiator
Director Anderson	Jerry Lee, Battalion Chief
President Wyro	Grace Santos, Board Clerk

**2. Public Comment**

There were no comments.

**3. Closed Session**

At 6:02 P.M., the Board adjourned into Closed Session.

**4. Reconvene The Meeting**

Director Evans reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:00 P.M. Present were the following Directors and Staff:

Director Evans	Stephen Healy, Interim Fire Chief
Director Weil	John Bakker, District Counsel
Director Famulener	Jerry Lee, Battalion Chief
Director Anderson	Grace Santos, Board Clerk
President Wyro	

**5. Report of Closed Session Action**

President Wyro reported that there was no reportable action taken in closed session.

**6. Public Comment**

There were no comments from the public.

**7. Consent Agenda**

Director Famulener asked to remove Item 7.1 Board Minutes of August 7, 2013, and discuss separately.

Director Weil asked to remove Item 7.2 Monthly Incident Report, and discuss separately.

Motion by President Wyro and seconded by Director Weil to adopt and file Item 7.1 Board Minutes of August 7, 2013, as amended. Said motion carried a unanimous 5-0 voice vote.

Motion by Director Weil and seconded by Director Evans to receive and file Item 7.2 Monthly Incident Report for July 2013. Said motion carried a unanimous 5-0 voice vote.

After a brief discussion, motion by President Weil and seconded by Director Evans to adopt and file Items 7.3 and 7.4. The motion carried by a unanimous voice vote of 5-0.

**7.1 Board Minutes of June 5, 2013**

Action: Adopt and File.

**Board Minutes of August 7, 2013**

Action: Amend minutes to reflect that Director Famulener abstained from voting on Item 8.1.

Action: Adopt and File.

**7.2 Monthly Incident Report**

Action: Staff was instructed to look into and report back to the Board on the 21.58 Code 3 Response Time listed on the second page of the report.

Action: Adopt and File.

**7.3 Monthly Financial Reports**

Action: Adopt and File.

**7.4 Quarterly Ambulance Billing Report**

Action: Adopt and File.

**8. Regular Calendar**

**8.1 Standing and Ad Hoc Committee Assignments**

The Board presently has three committees:

1. Finance – Standing
  - Directors Anderson and Evans
2. Facilities – Ad Hoc
  - Directors Weil and Wyro
3. Fire Chief Recruitment – Ad Hoc
  - Directors Anderson and Weil

Director Famulener is currently not assigned to a committee. The Board took action to re-assign Directors to Standing and Ad Hoc Committees.

The Finance Standing Committee and Facilities Ad Hoc Committee will remain the same. The Fire Chief Recruitment Ad Hoc Committee will now be represented by Directors Anderson and Famulener.

**8.2 Consideration of a Claim from Lisa Fitzinger**

On May 23, 2013, a District Aide vehicle was involved in an automobile accident with Ms. Lisa Fitzinger. The District received a claim from Ms. Lisa Fitzinger for reimbursement of her vehicle that was damaged due to the accident. Ms. Fitzinger is seeking reimbursement from the District for \$2,500.00.

District Counsel reviewed the claim and recommended that the Board deny the claim and forward it to the District's Risk Management JPA.

On a motion by Director Weil and seconded by Director Anderson, the Board authorized staff to deny the claim from Ms. Lisa Fitzinger in the amount of \$2,500.00 and forward the claim to Contra Costa County Risk Management for processing. Said motion carried a unanimous (5-0) voice vote.

**8.3 Fire Prevention Fee Study Update**

On August 7, 2013, Fire Prevention staff reported on the results of a third party independent fee study analysis and in-house comparable agency survey in order to evaluate MOFD's current fees, which have not been updated since 2005.

The Board instructed staff to continue development of a new fee structure, with substantiating data that will restructure fees for services and reflect the true cost of providing those services for revenue cycle improvement to the District.

The new fee schedule would take effect after the new Fire Code goes into effect on January 1, 2014.

On a motion by Director Weil and seconded by Director Famulener, the Board adopted the new fee schedule recommendation call for a first reading in January 2014 following the adoption of the 2013 Fire Code Ordinance. Said motion carried a unanimous (5-0) voice vote.

**9. Announcements**

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


Director Weil reported that he attended the Contra Costa County Fire Commissioners Association meeting on August 15, 2013. Also in attendance were Chief Healy, President Wyro and Director Famulener. President Wyro is the new President and Grace Santos is the new Secretary of the organization.

**9.2 Questions and informational comments from Board members and Staff**

Interim Fire Chief Healy reported that he attended a Lafayette Town Hall meeting on August 20, 2013, which was hosted by Fitch & Associates. Fitch & Associates was hired by ConFire to conduct a study of District operations and make recommendations for future service delivery options. Also in attendance were Director Famulener, Director Weil and President Wyro.

**10. Adjournment**

At 7:56 P.M., Director Evans called for adjournment of the regular meeting.

  
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Grace Santos  
Secretary to the Board