

---

---

**MORAGA-ORINDA FIRE DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING MINUTES**

**January 21, 2009**

*(Amended and approved February 18, 2009)*

---

---

**Opening Ceremonies**

The Board of Directors convened in Open Session at 6:00 p.m. January 21, 2009, at the Moraga Orinda Fire Administration Building, 1280 Moraga Way in Moraga, California. President Wilson called the meeting to order and led the Pledge of Allegiance. Present were the following Directors and Staff:

President Wilson	Fire Chief Nowicki
Director Mancinelli	Steve Meyers, District Counsel
Director Sperling	
Director Weil	
Director Wyro	

At 6:02 p.m., the Board went into Closed Session

**Business Meeting**

President Wilson reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:10 p.m. Present were the following Directors and Staff:

President Wilson	Fire Chief Nowicki	Battalion Chief Trumpf
Director Mancinelli	Steve Meyers, District Counsel	Fire Marshal Mentink
Director Sperling	Sue Casey, Financial Services Manager	
Director Weil	Secretary Pokorny	
Director Wyro		

**Report of Closed Session Action**

President Wilson stated that there was no action taken. He then issued an Order of Adjournment for January 29, 2009 at 6:00 p.m. to continue discussion of Item 2.2, public employee performance evaluation and public employee appointment as well as Item 9.7, Fire Chief Nowicki's contract; final review and potential approval that was removed from the Regular Calendar.

**Public Comment**

Mr. Clyde Vaughn (59 Donna Maria Way) read a statement regarding the possibility of the City of Orinda seceding from the Moraga-Orinda Fire District.

Mr. Bill Judge (109 Alta Vista, Orinda) stated that he had been the 2006 Mayor of Orinda and co-chair on the Vote for Measure Q. He hopes that the City of Orinda can collaborate with the Fire District on City's infrastructure issues.

Mr. Vince Maiorana (23 Lost Valley Dr., Orinda) asked if the letter that the Chief sent to the City of Orinda represented the views of the Board. President Wilson responded that it did.

**Special Presentation**

At 7:30 p.m., President Wilson moved the meeting to the Apparatus Bay to celebrate the promotions of Battalion Chief Randy Trumpf, Captain/Paramedic Jerry Lee, Captain/Paramedic Vince Matulich, and Engineer/ Firefighter Mike Rattary. The District recognized and welcomed new Fire Prevention Officer Kathy Leonard, and Personnel Technician Barbara Turner.

**Consent Agenda**

It was M/S/C by unanimous vote, to approve the Consent Agenda.

**Strategic Plan Discussion**

Chief Nowicki introduced Mr. Larry Bienati (facilitator for the District). Mr. Bienati described the progress and timelines he considers appropriate to facilitate the Strategic Plan to a successful and timely conclusion.

Members of the Board and the public asked how Staff and the public would be included. Mr. Bienati replied that the Chief or Battalion Chief would meet with Staff to discuss general strategic topics. He stated that the District wants to share its mission and goals with the public and the process will again be publicized for public participation.

After continued Board discussion, it was M/S/C to accept Mr. Bienati proposal to facilitate the District's Strategic Plan to be completed in 120 days.

### **Presentation by Captain Perkins, Program Manager for the Apparatus Equipment Program.**

Captain Perkins reported on the Apparatus Equipment Program consisting of hose and nozzles, hand tools, target hazards, gas engines and fire extinguishers. The program follows NFPA standards. He documents all nozzles and ladders for wear and they are tested annually. A small supply of hand tools is carried on the engines and tools are repaired or replaced as needed. Small engine equipment is maintained and inspected daily. Portable fire extinguishers are tested annually. Aerial photos were taken of buildings, schools, and large businesses in the area to identify fire hazards. These target hazards identifies critical structural and property hazards.

The Board thanked Captain Perkins for his informative and well thought-out presentations.

### **Filing of the 2007/2008 Audit.**

After a brief discussion by members of the Board regarding the filing of the 2007/2008, it was M/S/C to file the 2007/2008 Audit.

### **Recommendation to change the name of the Capital Outlay Fund.**

President Wilson questioned the need to change the title. Financial Services Manager Casey replied that it would clarify what the fund is. The title 'Capital Outlay Fund' is confusing and does not comply with General Accepted Accounting Principles (GAAP). After a brief discussion by members of the Board, it was M/S/C to accept the recommendation to change the name of the Capital Outlay Fund to the Special Revenue/Building Improvement Vehicle & Equipment Fund.

### **Long Range Financial Forecast**

President Wilson explained that the Long Range Financial Forecast (LRFF) started as a planning tool for future and unexpected expenses. Chief Nowicki further explained that because of the economy and the decrease in the property taxes, downturn of CCCERA and other unexpected expenses, this year's budget has been frozen except for things that are necessary to run the District. Director Wyro stated that the LRFF is a living document and can change on a daily basis. It is a useful planning tool but it is not the budget. Director Sperling added that it gives the Board the ability to plan, forecast, and understand annual costs. The Finance Committee recommended that the Board accept the LRFF.

After continued discussion and questions by the public and members of the Board, it was accepted by a roll call vote of 4-1. President Wilson voted no.

### **Board discussion regarding Committees**

President Wilson discussed his proposed Ad Hoc Committees. He feels it is important to organize committees to discuss many of the issues that the District is facing. The committee members would be responsible to set meeting dates and report back to the Board. He proposed that the Finance Committee stay as the only standing committee, and recommended that Ad Hoc committees be formed to discuss the new Strategic Plan, Local 1230 Labor contract, new Chief search, LAFCO Liaison, and Orinda Moraga Finance meeting.

After continued discussion, the Board decided to form the following Ad Hoc Committees:

New Strategic Plan – Director Sperling and President Wilson

New Local 1230 Labor contract – Directors Mancinelli and Wyro

New Chief Search – Directors Weil and Wyro

LAFCO Liaison – Unchanged (Director Wyro is representative)

Orinda/Moraga Finance Meeting (discussion to be continued at the February 4, 2009 Board meeting)

District Counsel Meyers clarified that an Ad Hoc Committee can only discuss one item or it becomes a standing committee.

### **Fire Chief Nowicki's contract – final review and potential approval.**

Discussion was deferred until January 29, 2009 by Order of Adjournment

### **Public Comment**

Mark DeWeese (Firefighter for MOFD) read a statement from Vince Wells, President of Association of Federated Firefighters IAFF, Local 1230 concerning the Fire Chief's contract. He asked that the Board refrain from any decision regarding Chief Nowicki's contract until Local 1230 has had time to review it.

### **Committee Reports**

Director Wyro reported that the Board had already covered the issues and recommendations that the Finance Committee discussed on January 12, 2009.

### **Correspondence**

President Wilson acknowledged and expressed appreciation for the correspondence received.

### **Announcements**

Director Wyro commended District Staff on their professionalism and help of car seat installation for both of his daughters' cars.

Director Sperling thanked the Chief for including firefighter promotions as part of the Board meeting. It gives insight to the quality of Staff within the District.

Chief Nowicki

- Chief Nowicki introduced Nancy Daniel, Continuous Quality Improvement (CQI) Coordinator who spoke on the Lucas device. Ms. Daniel explained that the County has given the District this new tool to evaluate in the field to see if modifications are needed. After the evaluation is complete, it becomes a gift to the District. It is a powerful device that performs CPR compressions. Staff has been training on the new device since December.
- The Chief thanked Ms. Daniel for her effort in acquiring the new device for the District.

### **Adjournment**

At 10:15 p.m., President Wilson issued an order of adjournment of the regular meeting. It was M/S/C to adjourn to January 29, 2009 at 6 pm.

---

Christine Pokorny,  
Secretary to the Board