

Moraga-Orinda Fire Protection District



BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

October 5, 2016
(Approved October 19, 2016)

1. Opening Ceremonies

The Board of Directors convened in Open Session at 7:00 P.M. on October 5, 2016 at the Sarge Littlehale Community Room, 22 Orinda Way, Orinda, California. Director Evans was absent. President Anderson called the meeting to order.

Present were the following Directors and Staff:

President Anderson
Director Barber
Director Famulener

Director Weil
Stephen Healy, Fire Chief
Sean Perkins, Battalion Chief

Kathy Leonard, Fire Marshal
Grace Santos, District Clerk

2. Public Comment

Anthony Stephens, Firefighter-Paramedic and President of the Moraga-Orinda Professional Firefighters Association (MOPFA), announced that the Association is selling pink MOFD t-shirts to support Breast Cancer Awareness Month. The shirts are selling for \$20 each. The Association will donate \$10 for each shirt sold to the American Cancer Society to help fund breast cancer research. Shirts are available to the public and can be purchased at Station 44, 295 Orchard Road, in Orinda.

Director Barber asked if the Association could provide a report with a list of the different charities that MOPFA has supported, their causes and locations. Anthony Stephens stated that the information should be available on the Moraga-Orinda Firefighters Facebook page.

Director Weil stated that he would be happy to provide a listing of local, smaller, public charities that focus more on benefits and less on administration expenses. Anthony Stephens will have the Association's Public Awareness Committee follow up with Director Weil.

3. Consent Agenda

Motion by Director Famulener and seconded by Director Weil to receive and file Item 3.1 Meeting Minutes. Said motion carried a 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

Director Barber asked to pull Item 3.2 Monthly Financial Report. He asked if the report was in a different format and stated that it looked different from reports in previous months. He stated that he would discuss it with ASD Sasser when she returns from vacation.

Motion by Director Weil and seconded by Director Weil to receive and file Item 3.2 Monthly Financial Report. Said motion carried a 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

4. Regular Calendar

4.1 Public Hearing on Fire Code Adoption and Second Reading of Ordinance 16-02 Adopting the 2016 California Fire Code and the 2015 International Fire Code with Fire District Amendments; consideration of findings of fact pursuant to Section 18941.5 of the Health and Safety Code

On September 21, 2016, the District Board of Directors held a public hearing, adopted the findings, introduced and passed for first reading the proposed amendments for the 2016

California Fire Code/2015 International Fire Code. Under state law, the District is required to hold a public hearing and second reading before the proposed ordinance is adopted (Government Code § 50022.3). The second reading of Ordinance # 16-02 and the associated public hearing is necessary for the Fire District's Fire Code with amendments and to have the code enforceable within the required time period (prior to January 1, 2017). Once the ordinance is adopted, copies of the signed document will be forwarded to the Town of Moraga, City of Orinda and Contra Costa County Board of Supervisors (for unincorporated areas). This submittal is required in order for each agency to ratify the document.

In accordance with Health and Safety Code section 13869.7, copies of the proposed Ordinance and Findings of Fact have been provided to the Town of Moraga, the City of Orinda and Contra Costa County for review and comment.

President Anderson opened the public hearing. There were no comments from the public and President Anderson closed the public hearing.

Motion by Director Weil and seconded by Director Barber to adopt findings, waive the second reading and adopt Ordinance 16-02 Adopting the 2016 California Fire Code and the 2015 International Fire Code with Fire District Amendments; consideration of findings of fact pursuant to Section 18941.5 of the Health and Safety Code, with Fire District Amendments. Said motion carried a unanimous 4-0 roll-call vote (Ayes: Anderson, Barber, Famulener and Weil; Absent: Evans).

4.2 Strategic Plan

Phases-1 and 2 are now complete.

Phase-1 consisted of document review, meetings with the facilitator, developing the framework for the process, setting expectations, and planning an inclusive process that ensured participation by all levels of the organization. Phase-2 consisted of facilitator-lead workshops with internal stakeholders.

Data from the workshops was analyzed and core strategies were developed. Eighteen (18) potential initiatives were identified. Staff separated these into two (2) categories: 1) initiatives requiring Board action (e.g.) budget and staffing-related, and 2) initiatives, policies, or directives that can be completed at the senior staff level. Of these, some were combined, already in progress or have since been completed. Some will require participation from the bargaining groups.

There are six (6) initiatives planned for 2017.

Staff has now completed the Strategic and Business Plans, which are now ready for review and comment by the Board of Directors and public. Staff intends to bring the final versions back to the Board for approval at the November 16, 2016 meeting.

The Board gave their recommendations with focus on Service Delivery, Finance, and Community Risk Reduction, and directed staff to incorporate the changes into the final draft.

Jonathan Goodwin, Canyon resident, suggested the following: 1) have workshops with external stakeholders and get their input; 2) come up with a better process; 3) include a financial analysis in the plans; 4) describe alternative analysis for proposals; 5) provide analysis of "trade-offs" (e.g. paying off the UAAL versus having firefighters); 6) analysis of prioritization – rank the issues in order.

5. Committee Reports

5.1 Finance Committee (Directors Barber & Weil)

There was nothing to report.

6. Announcements

6.1 Brief information only reports related to meetings attended by a Director at District expense

(Government Code Section 53232.3(d))

Director Famulener reported that she attended the County Fire Commissioners Association Dinner on September 22, 2016. There was a roundtable discussion between members of fire agencies all across Contra Costa County.

6.2 Questions and informational comments from Board members and Staff

Fire Marshal Leonard reported that MOFD had its Fall Open House and Pancake Breakfast fundraiser on October 1, 2016. It was a very well attended event - close to 1000 people attended and the Moraga-Orinda Professional Firefighters Association raised close to \$1500 in donations for the Alisa Ann Ruch Burn Foundation. Chief Healy thanked the firefighters and staff for their hard work on the open house.

Chief Healy thanked Firefighter-Paramedic Anthony Stephens for attending the services for Fire Engineer Ryan Ossler in Ventura County.

Chief Healy reported that President Obama would be issuing a proclamation to lower all flags to half-staff on Sunday, October 9, 2016, in honor of the 67 firefighters who lost their lives this year fighting wildfires across the United States.

Chief Healy informed Director Barber that the reason why the Monthly Financial Report in this packet looks different is that it does not include the Monthly Check/Voucher Register.

Chief Healy thanked the Board for their comments and feedback on the Strategic Plan.

President Anderson commented on the Strategic Plan, stating that it is the result of a lot of hard work based on financial forecasting, long range forecasting, budgeting, and revenues. He thanked the Chief and staff for their hard work.

7. Adjournment

At 8:40 P.M., President Anderson called for adjournment of the regular meeting.



Grace Santos
Secretary to the Board