



MINUTES

October 24, 2016

The Advisory Fire Commission met at a regular meeting on Monday, October 24, 2016 at 7:00 p.m. Vice Chairman Ed Haynes called the meeting to order and led the salute to the flag.

ROLL CALL

Present:	Commissioners:	Mike Egan – At Large #1 Debra Galey – District IV Bill Granados – District II Ed Haynes – District III Nat Rojanasathira – District V Erling Horn (Alternate – District II) Walter Fields (Alternate – District V)
	Absent:	Richard “Tom” Chapman – At Large #2
	Fire Chief:	Jeff Carman

PUBLIC HEARINGS

- A. Vice Chairman Haynes opened the public hearing on the October 19, 2016 Report on the Cost of Abatement. Hearing no objections or protests to the October 19, 2016 Abatement Report, the hearing was closed. Vice Chairman Haynes then asked for a motion to adopt the “Resolution of Confirmation” confirming the October 19, 2016 Abatement Report in the amount of \$98,110.59. Commissioner Rojanasathira moved that the Commission adopt the Resolution of Confirmation confirming the Abatement Report, seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Egan, Galey, Granados, Haynes, Rojanasathira).

Commissioner Rojanasathira 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 Egan. Said motion carried by a unanimous vote (AYES: Egan, Galey, Granados, Haynes, Rojanasathira).

PUBLIC COMMENTS – None

CONSENT ITEMS

A. August 8, 2016 Meeting Minutes:

Commissioner Egan made a motion to approve the August 8, 2016 meeting. Motion was seconded by Commissioner Granados. Said motion carried by a unanimous vote (AYES: Egan, Galey, Granados, Haynes, Rojanasathira).

B. Accept and File Reports:

1. Personnel Report – Reviewed/discussed report of October 24, 2016.
2. Operating Budget – Reviewed/discussed reports of September 13 and October 12, 2016.
3. Fire Prevention Report – Reviewed/discussed October 24, 2016 report.

Commissioner Rojanasathira shared a sample Fire Prevention and District Activity Report utilizing line graphs.

4. Monthly Activity Reports – Reviewed/discussed August 2016 and September 2016 reports.
5. Suppression Leave Summary – Reviewed/discussed August 2016 and September 2016 reports.
6. Correspondence – Reviewed

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

FIRE CHIEF'S REPORT – Reviewed/discussed October 24, 2016 report.

UNFINISHED BUSINESS

- A. Discussed comparison between 2016 and 2015 Weed Abatement figures.
- B. Secretary Ellingberg reported back that the standard action style of minutes is the preference of the Board of Supervisors.
- C. The Fire Chief's report included an update on the reopening of closed stations.

- D. Commissioner Haynes reported that he discussed with Assistant Chief Goetsch any possible issues regarding the dissemination of Significant Incident Reports for West County, and if issues exist they will be resolved.
- E. Chief Carman reported that an updated organizational chart will soon be available.

NEW BUSINESS

A. Declaration of Surplus Equipment – Report of October 12, 2016

Commissioner Granados made a motion to approve the surplus of equipment listed on the declaration report of October 12, 2016. Motion was seconded by Commissioner Rojanasathira. Said motion carried by a unanimous vote (AYES: Egan, Galey, Granados, Haynes, Rojanasathira).

B. Discuss Questionnaire for 2016-17 Triennial Sunset Review

Secretary Ellingberg will prepare a draft for review at the December meeting; and she will also contact the Clerk of the Board to request that the December 1 submission deadline be extended.

COMMISSIONERS' COMMENTS / ITEMS FOR FUTURE AGENDAS

- Commissioner Haynes expressed interest in seeing the Assigned Incidents by Station reports broken down by type of runs.
- Commissioner Galey added her interest in seeing the total number of runs versus the total number of personnel.

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

Meeting adjourned at 9:20 p.m.

NEXT MEETING DATE AND TIME

December 12, 2016, 7:00 p.m.



Latonia Ellingberg, Recording Secretary