

MINUTES

BOARD OF COMMISSIONERS MEETING

MARCH 15, 2016

**HELD AT THE FIRE STATION
14380 SARATOGA AVENUE**

0900 HOURS

The agenda for this meeting was posted in front of the Fire Station at 14380 Saratoga Avenue at 1130 hours on March 9, 2016, pursuant to Government Code Section 54954.2 (more commonly known as the Brown Act).

1. Call to Order:

The meeting was called to order by Commissioner Long at 0900 hours. In attendance were Commissioners Zambetti and Kraule; Chief Kehmna; Attorney Hynes; and Debbie Rice. Patti Ciesla of the FireSafe Council arrived later.

2. Approval of the minutes.

2.1 Approval of the minutes of the Regular Board Meeting February 9, 2016.

The minutes of the February 9, 2016 Board Meeting were approved as presented.

3. Communications:

3.1 Oral communications or public comment. None.

3.2 Correspondence.

3.2.1 Copy of the Deputy Fire Marshal's report for February. Not available.

3.2.2 Copy of the Response Report for February.

The Response Report for February was entered into the record.

3.2.3 Request for the Model AA engine to attend the Blossom Festival on March 19, 2016.

The request was read and entered into the record. Commissioner Long will see if there is a driver for the event.

- 3.2.4 Letter from SDRMA approving a Longevity Distribution for the Workers' Compensation program.

The letter was read and entered into the record.

- 3.2.5 Memo from CSDA requesting a call for nominations for their Board of Directors.

The memo was read and entered into the record.

- 3.2.6 Announcement for Special Districts Legislative Days in Sacramento on May 17-18, 2016.

The announcement was read and entered into the record. Commissioner Zambetti will be attending.

- 3.3 Additional Correspondence.

A memo from the Registrar of Voters with form 470 was received and entered into the record.

4. **Chief's Reports:**

- 4.1 Response Reports for February. (The Response Report describes the time of each response for the previous month.)

Chief Kehmna reported that the average response times for E73 and R73 were 5.17 and 5.05 minutes respectively. There was no fire loss during the month. The report was accepted as presented.

- 4.2 Equipment Report for February. (The Equipment Report documents any repairs or maintenance necessary for the previous month.) None.
- 4.3 Support Services Report for February. (The Support Services Report documents repairs or maintenance necessary for the building for the previous month.) None.
- 4.4 Deputy Fire Marshal's Report for February. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.) None.

4.5 Other projects/reports.

Chief Kehmna reported that a new ring down system has been installed in the station. The system features displays at various locations in the station. The report was accepted as presented.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Patti Ciesla of the FireSafe Council reported that they had received a state grant for fuel reduction work on Highway 17. They are applying for federal grants for up to \$250,000 in April. A neighborhood meeting will be held at the Mountain Winery. The report was accepted as presented.

5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Long reported that LAFCO was implementing regulations concerning SB 239 that requires LAFCO approval of some fire prevention contracts. The report was accepted as presented.

5.1.4 Other Commissioner Reports.

Commissioner Kraule thanked Debbie Rice for helping with his official picture. Ms. Rice stated that the Fire District is mentioned in her column in the next Saratoga News. The report was accepted as presented.

5.2 Financial reports.

5.2.1 Financial Report for January 2016.

5.2.3 Financial Report for February 2016.

The Financial Reports for January and February were accepted as presented.

5.3 Other Reports.

5.3.1 Report on Dead Tree Program.

Another application has been received. However the work has not been completed as yet.

5.3.2 Report on EWAS updates.

About 25 certified letters have been returned from residential properties. More are expected. The report was accepted as presented.

6. **Old Business:**

7. **New Business:**

7.1 Discuss and Consider Model AA housing.

The topic will be tabled until it is determined where the ambulance will be deployed if it moves out of the station. Chief Kehmna reported that Rural Metro has been acquired by AMR and their contract has been extended for three years.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 1025 hours. The minutes were transcribed and typed by Trina Whitley.