

MINUTES
BOARD OF COMMISSIONERS MEETING
SEPTEMBER 18, 2018
TO BE 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 1200 hours on September 12, 2018, 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 0903 hours. In attendance were Commissioners Zambetti and Kraule and Attorney Steven Baird.

2. **Approval of the minutes.**

2.1 Approval of the minutes of the regular Board Meeting on August 21, 2018.

The minutes 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 reports for August.

The report was read and entered into the record.

3.2.2 Copy of the Response Report for August.

The report was read and entered into the record.

- 3.2.3 Copy of a Resolution No. 2018-4, a Resolution Authorizing the Destruction of Records. The resolution is agendized under “New Business.”

The resolution was read and entered into the record.

- 3.2.4 Copy of a new County Fire Organizational Chart.

The organizational chart was read and entered into the record.

- 3.2.5 Copy of an email invitation to State of Assembly District 28 event presented by Assemblymember Evan Low on September 24, 2018.

The invitation was read and entered into the record.

- 3.2.6 Copy of the GASB 75 Actuarial Report for other post-employment benefit liabilities for fiscal year end June 30, 2018.

The report was read and entered into the record.

- 3.3 Additional Correspondence.

- 3.3.1 An email dated September 18, 2018 from Chief Pisciotta was read and entered into the record. The email answers several building questions.

4. **Chief's Reports:**

- 4.1 Response Report for August. (The Response Report describes the type and time of each response for the previous month.)

The report was accepted as presented.

- 4.2 Deputy Fire Marshal's Report for August. (The Deputy Fire Marshal's Report describes any significant building projects in the previous month.)

The report was accepted as presented.

- 4.3 Other projects/reports.

- 4.3.1 Report on left turns from the fire station to Saratoga Avenue and the possible use of older interrupters. None.

5. **Reports:**

5.1 Commissioners Reports.

5.1.1 Report on the FireSafe Council.

Commissioner Zambetti reported that work was continuing on Highway 9. Pictures for a press release were taken in front of the building and with the antique engine. Smoky the Bear, Cal Fire, and County Fire all participated in the pictures. The report was accepted as presented.

5.1.2 Report on the Santa Clara County Special Districts Association.

Commissioner Zambetti attended the last meeting. Chief Bowden and representatives of Cal Fire also attended. The report was accepted as presented.

5.1.3 Other Commissioner Reports.

5.1.3.1 Report on front landscaping project including plants and lighting.

Commissioner Kraule reported that the lights will be installed before the next meeting. The landscaping work has gone out to bid with the bid opening scheduled for October 2, 2018. The report was accepted as presented.

5.1.3.2 Report on possible parking lot changes. None.

5.2 Financial reports.

5.2.1 Financial report for August 2018.

The report was accepted as presented.

5.3 Other Reports. None.

6. **Old Business:**

7. **New Business:**

7.1 Discuss and consider Resolution No. 2018-4, a Resolution Authorizing the Destruction of Records.

Resolution No. 2018-4 authorizing the destruction of records was passed unanimously.

7.2 Discuss and consider any changes to plans for refurbishing the first floor interior of the fire station. Tabled.

8. **Board Signatures:**

9. **Adjournment:**

The meeting adjourned at 0936 hours. The minutes were transcribed and typed by Trina Whitley.