



# SAN DIEGO COUNTY FIRE

5510 Overland Avenue | Suite 250, San Diego | CA 92123-1239

[www.sdcountyfire.org](http://www.sdcountyfire.org)

## SAN DIEGO COUNTY FIRE PROTECTION DISTRICT FIRE ADVISORY BOARD MEETING

Monday, May 24, 2021 | 1:00 P.M.

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### MINUTES

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- I. CALL TO ORDER at 1:00 p.m.
- With three absences and four members in attendance, a quorum was declared present.
  - Attendance summary below:

#### **Members**

Jason Shanley	District 1 – Seat 1
Suzann Leininger	District 5 – Seat 2, Vice Chair (ABSENT)
Clifford Kellogg	District 5 – Seat 3
David Sossaman	District 2 – Seat 4
Randy Terry	District 2 – Seat 5 (ABSENT)
Frank Whiteley	District 2 – Seat 6 (ABSENT)
Benjamin Tulloch	District 2 – Seat 7, Chair

#### **Guests**

Randy Lyle	District 2
Tim Taschler	District 2
Richard (Dick) Foss	District 2

#### **County Staff**

Herman Reddick	County Fire, Director
Tony Mecham	CAL FIRE/County, Fire Chief
Dave Nissen	CAL FIRE/County, Deputy Chief
Bob Spanbauer	County Fire, Admin Services Chief
Kat Anady	County Fire, Administrative Analyst/ Board Staff
Michele Clock	County Fire, Community Risk Reduction Program Manager
David Sibbet	County Fire, Deputy Fire Marshal
Craig Schaffer	County Fire, Administrative Analyst
Suedy Alfaro	Senior Deputy County Counsel
Jeff Collins	Public Safety Group, Group Program Manager



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Rachael Gufler Public Safety Group, CAO Staff Officer

## II. PUBLIC COMMUNICATION

- There were no public communication speakers.

## III. APPROVAL OF MINUTES FOR THE MEETING OF APRIL 19, 2021. (VOTE)

**ON MOTION of Member Sossaman, seconded by Member Kellogg, the Advisory Board approved the Minutes of April 19, 2021 as corrected.**

**AYES: 4 NAYS: 0 ABSTENT: 3**

## IV. MANAGEMENT TEAM REPORT

### A. Fire Chief's Report – Chief T. Mecham

1. The April 2021 Fire Chief's Report was presented by Chief Mecham and covered a summary of organizational highlights and a review of bureau reports and response times.

### B. County Updates – H, Reddick

1. Departmental Reorganization Updates included an overview of the EMS transition to County Fire on July 1st. There will be an addition of about 35-40 staff. During the budget deliberations this month and next, the EMS budget and staffing will be presented through Budget Change Letters to the Board of Supervisors.

### C. Budget and Finance – H, Reddick

1. The CAO Recommended Operational Plan for Fiscal Years 2021-22 and 2022-23 was presented to the Fire Advisory Board. The Operational Plan provides the department's financial plan for the next two fiscal years (July 1, 2021 through June 30, 2023) and identifies the major accomplishments achieved during the past year, discusses strategic objectives for the next two years, details planned expenditures over the next two years, and projects the resources that will be used to finance these activities.

## V. OLD BUSINESS

### A. Status of snowplowing agreement – K. Anady

- Per the Fire Facilities Analyst and the Dept. of General Services a contract is scheduled to be in place for next snow season (October-March).
- Most stations have a local service available, used on an "as needed" basis. Confirmed Julian, Laguna and Palomar are covered.
- DGS purchasing new truck plumbed for a snowplow, scheduled to be in service by the end of the summer.

### B. Implementation of 3-person staffing at all Engine Companies – Chief T. Mecham

- The organization is on-track to meet the staffing levels set forth in the 2020-25 County Fire Strategic Plan. Of the 17 total County fire stations, only the slowest and most remote stations (which also provide paramedic service) remain at 2-person staffing (Shelter Valley, Mt. Laguna and Ranchita).



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## VI. NEW BUSINESS

### A. Advisory Board Statements

1. Public Hearing to Confirm Fiscal Year 2021-22 Levies for Permanent Road Division Zones, County Service Areas and Zones, Fire Protection District Zones and Stormwater Maintenance Zones – B. Spanbauer
  - The SDCFPD manages ten zones that collect special assessments for structural fire protection and emergency medical services.
  - The zones are full cost recovery and do not receive County General Purpose Revenue or other forms of ongoing revenues.
  - The proposed annual assessment will remain at the current rate for nine of the service zones.
  - The only increase is proposed for the unincorporated community of Palomar Mountain (District 5). The automatic rate escalation is a result of a voter-approved increase, based on the 1.50% escalation in the CPI index.
  - The board letter is currently scheduled for the June 30, 2021 Board of Supervisors meeting.

**ON MOTION of Member Kellogg, seconded by Member Sossaman, the Advisory Board voted to support the collection of special assessments for SDCFPD service zones on the tax roll for fiscal year 2021-22.**

**AYES: 4 NAYS: 0 ABSTENT: 3**

2. Confirm Fiscal Year 2021-22 Levies for Community Facilities Districts – B. Spanbauer
  - SDCFPD manages both CFD 04-01 and CFD 09-01, including the collection of special taxes to supplement the cost of fire protection and emergency medical services.
  - CFD 04-1 covers approximately 4,548 acres of land located in southeast San Diego county in District 2, which includes Lake Morena, Jacumba, Jamul, and Lyons Valley.
  - CFD 09-1 covers approximately 3,068 acres of land within the East Otay Mesa Specific Plan in District 1, which is in the southwestern portion of San Diego County, immediately adjacent to the US/Mexican Border.
  - An automatic increase in the assessment rate is scheduled pursuant to the specifications in each respective RMA.
  - The board letter is currently scheduled for the June 30, 2021 Board of Supervisors meeting.

**ON MOTION of Member Sossaman, seconded by Member Shanley, the Advisory Board voted to support the levy of special taxes for Community Facilities Districts 04-1 and 09-1 for fiscal year 2021-22.**

**AYES: 4 NAYS: 0 ABSTENT: 3**



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3. Joint Agreement Between the County of San Diego and San Diego County Fire Protection District – H. Reddick
  - This administrative item is based on the April 6, 2021 (1) direction from the Board of Supervisors and SDCFPD Board of Directors to “take all actions necessary to enter into and implement an agreement formalizing an organizational and financial structure with the County and amend as needed.”
  - The board letter is currently scheduled for the June 29, 2021 Board of Supervisors and SDCFPD Board of Directors meeting.

**ON MOTION of Member Kellogg, seconded by Member Sossaman, the Advisory Board voted to support the County of San Diego and the San Diego County Fire Protection District in formalizing the roles and responsibilities of each agency through a memorandum of understanding.**

**AYES: 4 NAYS: 0 ABSTENT: 3**

4. Ordinance of the Board of Directors of the San Diego County Fire Protection District to Adopt by Reference the County of San Diego Defensible Space for Fire Protection – C. Schaffer
  - This administrative item relates to the formation of the SDCFPD and applies to the current ordinance, as adoption by each participating district is required.
  - The board letter is currently scheduled for the June 29, 2021 Board of Supervisors and SDCFPD Board of Directors meeting.

**ON MOTION of Member Sossaman, seconded by Member Kellogg, the Advisory Board voted to support the enactment of a district ordinance that adopts by reference the County of San Diego’s Defensible Space for Fire Protection Ordinance.**

**AYES: 4 NAYS: 0 ABSTENT: 3**

## VII. FUTURE AGENDA ITEMS

- A. Road Fire Clearing / Enhancing Wildfire Safety on County Roads
  - Based on recommendations in a board letter presented to the Board of Supervisors on May 16, 2021 (3) by Supervisor Jim Desmond and Supervisor Joel Anderson. The proposed program is still in development with Community Risk Reduction staff and is currently scheduled to be finalized by July 13, 2021.
- B. Updated Resolution and Bylaws
  - A draft of the proposed updates to the Fire Advisory Board establishing documents will be distributed for review prior to the next meeting.

## VIII. NEXT MEETING

- A. The next Fire Advisory Board meeting will be held at **1:00 p.m. on Monday, June 14, 2021**. Due to the Coronavirus (COVID-19) public health emergency and per Governor Newsom’s executive order to stay home (N-29-20), meetings will be conducted via teleconference until in-person meetings resume.



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## B. Proposed 2021 meeting schedule

**ON MOTION of Member Shanley, seconded by Member Sossaman, the Advisory Board approved the dates proposed for the remainder of 2021 as presented.**

**AYES: 4 NAYS: 0 ABSTENT: 3**

## IX. ADJOURNMENT

- There being no further business, the Advisory Board adjourned at 2:50 p.m.

NOTE: These Minutes set forth all action taken by the Advisory Board on the matters stated, but not necessarily the chronological sequence in which the matters were taken up.

**For meeting information, please contact:**

**San Diego County Fire / San Diego County Fire Protection District**

**TEL: (619) 857-6403**

**[Kat.Anady@sdcounty.ca.gov](mailto:Kat.Anady@sdcounty.ca.gov)**