



# COUNTY OF SANTA CRUZ

## FIRE DEPARTMENT ADVISORY COMMISSION

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**LOCATION:** CAL FIRE Headquarters  
Highway 9 in Felton, CA 95018  
**DATE:** January 18, 2012  
**TIME:** 4:00 PM - 6:00 PM

### APPROVED Minutes for January 18, 2012

#### MEMBERS PRESENT:

First District Representative/FDAC Chair: Alex Leman  
Second District Representative: John Willett  
Third District Representative: Tom Scully  
Fourth District Representative: Bob Stokes  
Fifth District Representative: Arnie Wernick  
Office of Emergency Services Manager: Paul Horvat  
Volunteer Firefighters Representative: Position Vacant

#### MEMBERS ABSENT:

None

- 1.0 Introductions/Call to Order
  - 1.1 Meeting began at 4:05pm
  
- 2.0 Approval of Minutes from 11/16/2011
  - **Motion** to approve Draft Minutes made by Bob Stokes.  
Motion Seconded by John Willett  
Tom Scully requested attendance to be added.  
All in favor; none opposed  
Motion passed
  
- 3.0 Oral Communications (items not on agenda, 3 minutes per person)
  - 3.1 Chief Ferreira addressed the County volunteer stale-dated check issue. Ginny Petras clarified that 94% of the checks were issued 5 or more years ago, and that the current process is effective. Ginny will take training from the auditor to reconcile volunteer checks annually to avoid future stale-dated checks.
  - 3.2 Ginny Petras mentioned contact from County Counsel regarding limitations on teleconferencing imposed by the Brown Act. Item to be placed on the agenda for the next meeting.
  
- 4.0 Correspondence
  - 4.1 None
  
- 5.0 Business
  - 5.1 New Business
    - A. None

## 5.2 Old Business

### A. Options discussed at Budget Subcommittee

- a. The Budget Subcommittee has not met yet. Paul Horvat will email a meeting date to members for the second week of February at the EOC.

### B. SAFER Grant Update

- a. Scott Jalbert will replace Ian Larkin as the SAFER Grant manager. Ian Larkin has been promoted to Unit Administrative Officer and can no longer fulfill this function. Policy is being written regarding parameters defining "Paid-Call" volunteer response and incident tracking.

### C. Update on New Water Tender

- a. The new water tender is in. Awaiting decals, brackets, and light reprogramming. Chief Ferreira recommends additional drive time and training in consideration of the terrain it will cover.

### D. ISO Inspection Update

- a. ISO process still underway. It appears station heaters will not be required.

### E. Update on Master Plan

- a. Errors were found in the Executive Summary portion of the Master Plan. Scott Jalbert will edit and submit to Board for February 7, 2012 meeting.

### F. Update on Volunteer Handbook Adoption and Implementation

- a. The Volunteer Handbook was approved by the BOS on January 10, 2012 and will be posted on the Target Safety website. Since it is intended as a living document, revision tracking will be implemented. Hard copies will be printed and provided to stations, chiefs, FDAC, and Company Officers only.

### G. Recruitment Subcommittee

- H. It was agreed that the Recruitment Subcommittee should be assembled from the Volunteer Company Officers and recruitment timeframes should align with the academy schedule.

## 6.0 Information Reports

### 6.1 Santa Cruz County Fire Chief's Report

- A. Scotts Valley Fire Chief Mike McMurray is retiring. The Operational Area Coordinator for CAL EMA Fire & Rescue met with zone coordinators to address issues with Chief McMurray's exit.
- B. Santa Cruz City Fire Chief has also retired and now the UCSC Fire Chief will oversee both departments. All local departments are researching ways in which they can share costs.
- C. Santa Clara County Auto Aid agreement was passed by the Santa Clara County Board. Once signed, it will be submitted to Santa Cruz County BOS for final approval. Supervisor Leopold and Supervisor Wasserman to

continue discussions regarding possible compensation to Santa Cruz County.

- D. There was significant support for County Fire in the form of “red-shirt” supporters at the December 13, BOS meeting when the “options” letter was presented to the Board. This letter was informational only and no action was taken.
- E. Five unit Battalion Chief positions are open. Paperwork has been submitted to begin interview process.

#### 7.0 Roundtable

John Willett: The City of Carmel has signed a contract with the City of Monterey for emergency fire services. The Board was unaware that the pay differential would increase by 9%.

Tom Scully: Recommended that County Fire should think outside the box to meet budget demands.

Scott Jalbert: A regional burn ban has been in place since the end of December due to critically low fuel moistures and fire threat. A staffing pattern is in place on all ridge stations until the area receives some rain.

Ginny Petras: Distributed the schedule for FDAC 2012 meetings.

Paul Horvat: Has a UASI Grant with increased funding. Requests per the FEMA AEL list can be made to him by Friday, January 20, 2012 for any projects meeting the authorized criteria.

Bob Stokes: Passed

Arnie Wernick: Passed

Alex Leman: Passed

#### 8.0 Adjournment and set next regular meeting – Wednesday, March 21, 2012

- **Motion** to adjourn made by Bob Stokes
  - Motion seconded by John Willett
  - All in favor; none opposed
  - Motion passed

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