

**ADJOURNED REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT**

Held at Fire District Headquarters, 595 San Ysidro Road, January 19, 2005. The meeting was called to order by President Jensen at 8:30 a.m. Present were Director Jensen, Director Newquist and Director Venable. Others present at the meeting: E. Hvolbøll, J. Langhorne, C. Lim, K. Mann, R. McClain, G. McLeod, T. Morgan, S. Pfister, G. Simmons, C. Vincent, and K. Wallace.

1. Director Venable advised that the Montecito Trails Foundation is working to assess the damage to the trails. Once that is done, they will post signs that describe the trail and who the trail is open to. He would like to see the Fire District work with the Trails Foundation.
2. The minutes of the December 20, 2004 Regular Meeting were unanimously approved on a motion made by Director Venable, seconded by Director Newquist.
3. The warrants and claims for the month of December 2004 were unanimously approved on a motion made by Director Venable, seconded by Director Newquist.
4. Chief McClain advised that in the past, we have always done our own background investigations for new employees. Chief Langhorne explained that legislation has changed what an employer can ask and investigate when hiring a new employee. Because we want to maintain the highest level of integrity in our background investigation as well as address the changes in legislation, we would like to increase the scope of services for background investigations on prospective new employees.

The proposed background process will take about 3 weeks, and include a psychological exam and fingerprinting.

Director Newquist asked if there has been a problem with new hires. Chief McClain stated that there has not been a problem, but he recommends that we set our standards to the highest level to avoid some of the problems that other agencies have had.

On a motion made by Director Newquist, seconded by Director Venable, the Board unanimously approved revising the scope of services for background investigation of prospective employees.

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5. Chief McClain suggested that the Board hold a workshop in the upcoming months. It would have to be held within the district and posted as any other meeting. There could be many topics discussed, but no actions should be taken.

On a motion made by Director Newquist, seconded by Director Venable, the Board agreed to schedule a Board workshop in the afternoon of the March regular meeting.

6. Chief McClain reported that the District began being impacted by the recent storms on afternoon of Sunday, January 9th. On Monday morning MERRAG was activated. MERRAG members set up the DOC and assisted with filling sandbags and assessing the District throughout the day. He advised that there were several employees that could not get to work because of the closures on Highway 101. When 101 opened up from the north, we were able to get a few employees back to work.

He advised that he was very pleased with the response from MERRAG, which contributed to the District's ability to send 2 engines to the La Conchita incident. Our equipment stayed at the incident for three days.

Chief Langhorne advised that he responded to the La Conchita incident and his responsibility was to represent all of the local agencies. He heard from many of the agencies that they were pleased to work with Montecito Fire District.

Chief McClain gave praise to all employees and MERRAG for their participation during the storm.

7. Curtis Vincent advised that his application for a grant from the Outhwaite Foundation was recently approved. The total grant was for \$25,000. The funds from this grant will be used for trails maintenance and signage. He described how the signs will be designed and what information will be put on the sign.

8. Chief McClain reported that he has drafted a letter to residents in the prospective areas that we are considering for land acquisition for Station 3. The letter outlines what we have done, and what we are planning to do with regards to land acquisition. He would like to schedule a public hearing in April to formally discuss what the District will do to pursue this project.

He advised that the District will have to select a real estate agent to assist in the future purchase. We will have to avoid any conflict of interests, (such as friends or relatives of employees and board members) and look specifically for a real estate broker. Mr. Hvolboll advised that

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the District post a request for proposals, get responses in writing, and interview those that you were interested in considering.

9. Chief McClain advised that back in April of 2004, we had discussions with the Board regarding the safety of responding to homes in the Ranchito Vista area.

A letter was sent to the Building official in August, but we have no had any response from them. Chief McClain advised that he called Supervisor Carbajal to advise him this would be on our agenda. The building official contacted us soon after that call and advised that they would work late to get a response to us. We have still not received a response.

Chief McClain advised that we need to reiterate our position on this situation. Director Newquist suggested that District Counsel draft a letter to the 1st District supervisor with background information explaining how and why we have taken this position. Venable suggested that all previous correspondence be included to show the District's intent to pursue the health and safety of the residents, and our employees.

On a motion made by Director Newquist, seconded by Director Jensen, the Board directed the Fire Chief to draft a letter to the county building official asking for a response to our letter, with copy to County Counsel and the 1st district supervisor.

Director Venable left the meeting at 9:26 am.

10. Chief McClain presented a report on the ACWA/CSDA Special District's survey. He advised that the report indicates the general public knows very little about Special Districts. The CSDA will target their education efforts to improve this.

11. Fire Chief's Report

Chief McClain reported on several issues including: Special District's meeting; Staff and Officer Workshop March 24-25; Promotional testing next month.

12. The Board requested the following items be put on the January 18, 2005 regular meeting agenda: agenda items for the Board workshop in March; an RFP for a realtor to assist with land acquisition; and a report on the county building official's response regarding on Ranchito Vista.

13. Director Jensen adjourned the meeting at 9:35 a.m.

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R.J. Jensen

John Venable