

**MINUTES OF A SPECIAL MEETING OF THE  
LOS ALTOS HILLS COUNTY FIRE DISTRICT BOARD OF COMMISSIONERS  
HELD ON TUESDAY, MARCH 17, 2020, BEGINNING AT 6:00 P.M.  
AT THE EL MONTE FIRE STATION BOARD CONFERENCE ROOM  
12355 EL MONTE ROAD, LOS ALTOS HILLS, CALIFORNIA**

President Warren called the meeting to order at 6:08 p.m.

Pursuant to the Executive Order of the Governor of California N-25-20 issued on March 12, 2020, allowing for deviation of teleconference rules required by the Brown Act: Members of the Commission, members of Staff, Meeting Participants, and the Public participated in the Special Meeting by teleconference. Public Notice was provided to allow all parties to participate telephonically in the Special Meeting held at 6:00 p.m. on Tuesday, March 17, 2020. In addition to the ability to participate telephonically, pursuant to the Executive Order, the public was allowed to physically attend the meeting at the Fire Station at 12355 El Monte Road, Los Altos Hills, California. The District Clerk and the District's Emergency Services Manager were present at the Fire Station, but no one else attended the physical meeting. The meeting was conducted remotely via teleconference. By proceeding pursuant to the more flexible telephone conference rules of the Executive Order this allowed the District to provide the safest environment for officials, staff and the public while allowing for public participation.

Warren made the following statement:

“Please note that in support of physical distancing during the local public health emergency and in accordance with Governor Newsom’s Executive Order that relaxed Brown Act rules during this public health crisis, we are conducting this meeting via teleconference. Because we are teleconferencing, we will follow a strict protocol for the benefit of the audio recording. I will indicate when Commissioners, staff and the public will provide comments. Please state your name prior to providing your comment or vote, for the benefit of the audio recording.”

**1. Roll Call:**

PRESENT: Commissioners Warren, Vaughn, Tyson, Price, Spreen, Carr, Kearney

ABSENT: None

ALSO PRESENT: General Manager J Logan, Special Projects Services Consultant Sarah Henricks (Open Session Only), Human Resource Consultant Marcie Scott, District Counsel Dan Siegel (Open Session Only), Emergency Services Manager Denise Gluhan (Open Session Only), District Clerk Cori Vargas (Open Session Only)

All participants were present via teleconference. Emergency Services Manager and District Clerk were present at the Fire Station and dialed into the teleconference from the scheduled meeting location.

**2. Public Comment:**

There was no public comment on items not on the agenda.

**3. Closed Session:**

Public Employee Performance Evaluation (Government Code Section 54957). It is the intention of the Commission to meet in Closed Session with Marcie Scott, the District’s Human Resource Consultant, and J. Logan, District General Manager, to consider the following position of public employment: General Manager.

Warren made the following statement:

“Commissioners, General Manager Logan, and HR Consultant Scott: please hang up and dial in to the Closed Session teleconference line. All other callers may remain on the line to hear the Commission’s report out when we return to Open Session. If there are any members of the public in attendance at the El Monte Fire Station, please leave your contact information with District Clerk Vargas, if you wish to be contacted when we return to Open Session.”

Comment from Public: There was no public comment on the Closed Session agenda item.

The Commissioners, Logan, and Scott adjourned to Closed Session at 6:11 p.m.

**4. Return to Open Session:**

Report from the Closed Session: At 7:01 p.m. the meeting was returned to Open Session. President Warren announced that there was no reportable action taken.

**5. Adjournment:**

Warren adjourned the special meeting at 7:01 p.m.

Prepared by,

Cori Vargas  
District Clerk

**Approved 04/21/2020**