

Los Altos Hills County Fire District

Minutes of a Special Meeting of the Los Altos Hills County Fire District Board Members, Held on Wednesday, November 9, 2016, Beginning at 3:00 p.m. at the El Monte Fire Station, Foothill College Campus, 12355 El Monte Road, Los Altos Hills, California

President Tyson called the meeting to order at 3:11 p.m.

1) **Roll Call:** **PRESENT:** Commissioners Dexter, Tyson, Vaughn, Price, Spreen, Waldeck (arrived 3:35)

ABSENT: Commissioner Johnson

ALSO PRESENT: Assistant Chief Tony Bowden, Retired Assistant Chief Don Jarvis, Fire District Attorney Dan Siegel, Fire Consultant Stu Farwell, District Clerk Jeanne Evilsizer

2) **Public Comment:** There was no public comment.

3) **Review and Discussion and Issuance of Direction to Fire District President Regarding the Draft of the Fire and Emergency Medical Services Agreement Between City of Los Altos and Los Altos Hills County Fire District and Santa Clara County Central Fire Protection District (The vote on the Agreement is presently scheduled for the Board's Special Meeting on November 22, 2016 at 7:00 p.m. at the El Monte Fire Station, Los Altos Hills.):** Tyson explained that the contract with SCCCYPD, which had been in effect for 20 years, was going to terminate at the end of December, 2016. The District formed a sub-committee of Commissioner Price, Vaughn and Tyson as well as Consultant Stu Farwell. The sub-committee had discussions with City of Los Altos representative J Logan. What were they looking for in a new contract? They discussed the process. Tyson explained today's meeting was to collect comments. Tyson stated that there were also three separate Memorandum of Agreements between SCCCYPD and the LAHCFD exclusively, that would be reviewed. Dan Siegel expressed that this meeting was called to review the Draft Fire and Emergency Medical Services Agreement between City of Los Altos and Los Altos Hills County Fire District and Santa Clara County Central Fire Protection District prior to it going before the City of Los Altos City Council. It is agendized to go before the City of Los Altos City Council on Tuesday, November 15, 2016. If approved, it will allow for minor administrative changes to be made if necessary.

Tyson thanked sub-committee members Price, Vaughn and Consultant Farwell for their help on the committee as well as Chief Jarvis and Chief Bowden. He stated the contract cost is in the same structure as what we have now and they are asking to lock in a five (5) year term. Tyson asked each Commissioner for their comments. Spreen asked if item 3.1.4 the Central Fire District shall station a twenty-four hour Battalion Chief at the Central Fire District's Cupertino, Monta Vista, or Seven Springs fire station had changed and was told no, it would remain as it is now. Spreen asked about the Dispatch Communications, item 3.5, and his inquiry was answered on Page 9 and Page 10 4.2 Emergency Management with the City and the Town having primary responsibility for Emergency Management within their respective incorporated areas, etc. Spreen asked if item 4.2.2 mention of LAHCFD President for resources: was that our Board President? Yes, President Tyson would be that person at this time. Page 17 the COLA was discussed and item 10.2.3 the annual weighted average increase shall not be less than 2% or greater than 5% in the base rate.

Waldeck arrived at 3:35 and Tyson explained it was a two step process with an initial reading of the contract and the three memorandums of agreement; a time to collect feedback and comments now before it goes before the City of Los Altos; also giving enough time for the Board of Supervisors to review it in early December.

Tyson said the contract draft is on the website and we would be seeking approval at the November 22, 2016 Special Meeting.

Dan Siegel pointed out section 12.2, Termination without Cause, section 2.2 Extensions and section 12.3 Date of Termination needed more clarification regarding a date of termination. Discussion ensued regarding 5-6 year termination time frame.

The first memorandum of agreement to be discussed was the CERT Program Coordinator half-time services dedicated just to LAHCFD. Waldeck had questions about the annual base amount offered. There was discussion about the vehicle for the CERT person: only to be used in the District and maintained by County Fire.

The next item of discussion was the second memorandum of agreement for a Battalion and Battalion Chief, item 4. In recognition that the services of a 24 hour CFPD Battalion Chief are included in the Agreement, CFPD shall apply a credit of 1/15th of the adjusted base amount to the LAHCFD. And, Item 5. referring to cancellation without cause after December 31, 2021 mirrors the main contract. Tyson explained that this District is paying the full cost of the Battalion Chief because the sub-committee felt it was an essential capability and though it may not be fair, it works well for our District.

The third memorandum of agreement was for the wildland interface engine and staff. The charges associated with the additional staffing and the use of the Wildland Interface Engine will be invoiced in accordance with Section 10.1.4 of the agreement. The LAHCFD will be charged for the use of a Wildland Interface Engine at the published OES rate for each day the engine is in service.

Waldeck asked for an assessment of how the three agencies worked together. Tyson answered that J Logan of Los Altos was quite responsive and practical; issues that came up with SCCCFPD were thoroughly discussed and worked out.

Tyson gave a summary of what was covered in the meeting. Price thanked Retired Assistant Chief Don Jarvis for his knowledge and input in the contract discussions.

4.) The meeting was adjourned at 4:10 p.m.

Prepared by,

Jeanne Evilsizer
District Clerk

Approved 11/22/16