
**BIG BEAR FIRE AUTHORITY
MINUTES FOR THE MEETING OF
April 6, 2021**

A Regular Meeting of the Big Bear Fire Authority was called to order via teleconference by Chairman Caretto at 4:34 p.m., Tuesday, April 6, 2021, pursuant to Governor Newsome's Executive Order N-25-20 and N-29-20.

OPEN SESSION

Board Members Present: Chairman David Caretto
Vice Chairman John Green
Director Rick Herrick
Director Alan Lee
Director Bynette Mote
Director Karyn Oxandaboure
Director Randall Putz
Director John Russo
Director Larry Walsh
Director Al Ziegler

Board Members Absent: None

Others Present: Jeff Willis, Fire Chief
Assistant Chief/Fire Marshal Mike Maltby
Board Secretary Dawn Marschinke
Administrative Assistant Chardelle Smith
Senior Finance Officer Kristin Mandolini
General Counsel Joseph Sanchez
Legal Counsel Isabel Safie

OPEN SESSION

EMAILED PUBLIC COMMENTS FOR CLOSED SESSION

None

CLOSED SESSION

- 1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9:
No. of cases: 1

At the hour of 4:34, p.m., Chairman Caretto adjourned to Closed Session.

At the hour of 5:05, p.m., Chairman Caretto adjourned Closed Session.

At the hour of 5:10, p.m., Chairman Caretto re-opened Regular Session.

OPEN SESSION

CALL TO ORDER

Moment of Silence/ Pledge of Allegiance: Led by Chairman Caretto

ROLL CALL

REPORT ON CLOSED SESSION

No reportable action.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed Monday, May 31, 2021 in observance of Memorial Day and will re-open on Tuesday, June 1, 2021 at 8:00 a.m.

The Fire Authority will hold a Budget Workshop on Wednesday, April 21, 2021 at 4:30 p.m. The meeting location is to be determined.

PRESENTATIONS

Recognition of Promotions

- Battalion Chief Dan Rogers
- Captain Roger LaVoire

Speaker: Chief Willis

DIRECTORS' GENERAL ANNOUNCEMENTS

Director Lee updated the Board on a Community Prayer event that was held on April 3, 2021. There were 862 participants that included a presence from Big Bear Fire Captain Chad Meketarian, President of the Big Bear Professional Firefighters Association.

Director Mote thanked Chief Willis and staff for the invitation to the Fire Districts Association of California (FDAC) Annual Conference to be held next week. She also thanked Administrative Assistant Chardelle Smith for setting up a tour of all the Big Bear

Fire Department stations. Director Mote expressed congratulations to Battalion Chief Dan Rogers and Captain Roger LaVoire on their promotions.

EMAILED PUBLIC COMMUNICATIONS

None

CHIEF'S REPORT

Speaker: Chief Willis

Chief Willis gave an update on the Ambulance Operator program as well as current hiring for Ambulance Operator and Engineer and Flight/Paramedic. He notified the Board that CAL FIRE will return to Station 284 on April 19, 2021, relieving cross-staffed Department personnel from Station 283 for the peak-fire season. He informed the Board that the two-year joint effort between multiple local agencies to create a Local Hazardous Mitigation Plan (LHMP) is complete. This document is required to be updated every five years, per federal requirements.

Staff responded to questions from Board members. Board members provided comment.

FINANCE OFFICER'S REPORT

The year-to-date Financial Report through February 2021 was presented.

Speaker: Kristin Mandolini, Senior Finance Officer

Senior Finance Officer Mandolini informed that Board that on March 19, 2021, Governor Gavin Newsom enacted Senate Bill 95. This obligates public employers to provide 80 hours of supplemental sick pay due to Covid-19 illnesses, retroactive to January 1, 2021. This is different than the Families First Act, in that firefighters will receive their scheduled work hours in total for the two weeks rather than limited to 80 hours.

Staff responded to questions from board members. Board members provided comment.

FIRE AUTHORITY CONSENT CALENDAR

Action: Motion by Director Herrick, seconded by Vice Chairman Green to approve the Consent as follows:

- FA1. Approval of Demands – Check Issue Date 01/01/21 through 02/28/21 in the amount of \$1,741,444.56**
- FA2. Approval of Meeting Minutes from the February 2, 2021 Regular Meeting of the Big Bear Fire Authority**
- FA3. Receive and File Big Bear Fire Department Monthly Activity Reports for January and February 2021.**

AYES: Ziegler, Green, Herrick, Oxandaboure, Putz, Russo, Caretto
Walsh, Lee, and Mote

NOES: None

ABSENT: None

ABSTAIN: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

None

PUBLIC HEARING

None

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA4. Worker Classification of Board Members

Board consideration of whether Board members should be treated as employees for federal and state tax purposes.

Speaker: Legal Counsel, Isabel Safie, Best Best & Krieger

Chief Willis explained that staff had received requests from the Board to consider paying board members as employees rather than independent contractors. Legal Counsel Isabel Safie explained the pros and cons of these two alternatives.

Staff and Counsel responded to questions from board members. Board members provided comment. A request came from a Board member to review Director stipends.

Action: Motion by Director Zeigler; seconded by Director Herrick to approve staff recommendation to continue as independent contractors and provide direct deposit for monthly board stipends.

Said motion was approved by the following vote:

AYES: Ziegler, Green, Herrick, Oxandaboure, Putz, Russo, Caretto
NOES: Walsh, Lee, and Mote
ABSENT: None
ABSTAIN: None

FA5. Revised 3-Year Fleet Replacement Plan

Board consideration of approving the revision of the 3-Year Fleet Replacement Plan and purchase schedule that includes a budget adjustment for FY 2020/2021 for the purchase of new Department vehicles and authorize debt financing for a brush engine.

Speaker: Chief Jeff Willis

Chief gave an overview of the 3-Year Fleet Replacement plan approved by the Board at the August 4, 2020, Board meeting, and the revised 3-Year Fleet Replacement Plan brought forward to the Administrative Committee at the March 23, 2021, meeting. Since the August Board meeting, there is a 5% anticipated increase in the cost of vehicles from one-year to the next. The revised plan does not add more fleet purchases to the 3-Year Fleet Replacement plan but moves some vehicles from future fiscal years to the current one.

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Vice Chairman Green; seconded by Director Ziegler to approve staff recommendation to revise the 3-Year Fleet Replacement Plan.

Said motion was approved by the following vote:

AYES: Russo, Walsh, Ziegler, Green, Herrick, Lee, Mote, Oxandaboure,
Putz, and Caretto
NOES: None
ABSENT: None
ABSTAIN: None

FA6. Cal OES Temporary Vehicular Transfer Agreement

Board consideration of authorizing the Fire Chief to sign a Temporary Transfer of Vehicular Equipment agreement between Big Bear Fire Authority and the State of California Governor's Office of Emergency Services.

Speaker: Chief Jeff Willis and Battalion Chief/EMS Coordinator Brian Parham

Chief Willis explained that Cal OES has an obligation for many different emergency responses. One way they carry out their mission, is by purchasing different types of fleet vehicles. Cal OES then supplies these vehicles to local governments at no cost to the local government. This year a Type VI brush engine is being offered to the Department. The Department can use this vehicle locally but has the obligation to provide the firefighting staff with the Type VI engine when called to a state emergency.

Chief Parham gave an overview on the Type VI brush engine via PowerPoint.

Staff responded to questions from board members. Board members provided comment.

Action: Motion by Director Walsh; seconded by Director Green to approve staff recommendation to authorize the Fire Chief to sign an agreement between Big Bear Fire Authority and the State of California Governor's Office of Emergency Services.

Said motion was approved by the following vote:

AYES:	Putz, Russo, Walsh, Ziegler, Green, Herrick, Lee, Mote, Oxandaboure, and Caretto
NOES:	None
ABSENT:	None
ABSTAIN:	None

COMMITTEE REPORTS

A Fire Authority Administrative Committee Meeting was held on March 23, 2021, represented by Chairman Caretto, Vice Chairman Green, Director Herrick, and Director Ziegler.

DIRECTORS' CLOSING COMMENTS

Director Lee thanked Director Ziegler for his invitation to meet in-person. He requested some indication of plans for the Fire Authority Board to begin meeting in-person. He also stated that in partnership with Mountain Mutual Aid, they were able to provide food, clothes, and household items for more than 200 families throughout the Big Bear Valley.

He thanked the volunteers and City of Big Bear Lake for allowing them the use of a local park for this purpose.

Chairman Caretto responded that the Budget Board Workshop scheduled for April 21, 2021, will be held in-person at a local hotel conference room and will allow for proper spacing of attendees.

Vice Chairman Green thanked the Administrative Committee for reviewing the updated 3-Year Fleet Replacement Plan. He stated that the Administrative Committee report goes into more detail if other Board members want to review it.

ADJOURNMENT

There being no further business to come before the Fire Authority at this session, Chairman Caretto adjourned the meeting at 7:17 p.m.



Chardelle Smith for
Dawn E. Marschinke, Board Secretary

APPROVED AT THE MEETING OF MAY 19, 2021