



Big Bear Fire Authority

**BIG BEAR FIRE AUTHORITY
BIG BEAR FIRE AUTHORITY – 41090 BIG BEAR BLVD., BIG BEAR LAKE
SPECIAL BOARD MEETING NOTICE & AGENDA
MARCH 24, 2020**

ORDER OF BUSINESS:

Regular Session - 4:30 p.m.

Closed Session - 5:00 p.m.

Meeting is held via Teleconference.

Dial-in number (669) 900-6833 with meeting ID: 650 030 871

or Join Zoom Meeting online at <https://zoom.us/j/650030871>

Closed Session Dial-in Number will be provided separately to Board

BOARD OF DIRECTORS

Chairman John Green

Vice Chairman David Caretto

Director Rick Herrick

Director Bob Jackowski

Director Bill Jahn

Director Karyn Oxandaboure

Director Randall Putz

Director John Russo

Director Larry Walsh

Director Al Ziegler

STAFF

Fire Chief Jeff Willis

Assistant Chief/Fire Marshal Mike Maltby

Senior Finance Officer Kristin Mandolini

Board Secretary Dawn Marschinke

Authority Counsel Joseph Sanchez

NOTICE

NOTICE IS HEREBY GIVEN, that the Big Bear Fire Authority will conduct a Special Meeting on March 24, 2020, at 4:30 p.m. Pursuant to Governor Newsom's Executive Order N-29-20, the members of the Big Bear Fire Authority Board and the public shall participate in this meeting via teleconference. The Public may participate in this meeting by dialing Dial-in number (669) 900-6833 with meeting ID: 650 030 871 or join Zoom Meeting online at <https://zoom.us/j/650030871>. Public comment may be submitted by email as described below. This meeting is being called pursuant to Section 54957 of the Government Code of the State of California.

OPEN SESSION

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

Please Note: The Chair may, at his or her discretion, take items out of order at the meeting to facilitate the business of the Board and/or for the convenience of the public.

PUBLIC COMMUNICATIONS – Public comment is permitted only on items on the posted agenda. Members of the public who wish to comment on matters before the Board are invited to submit comments via email to publicmeetingcomment@bigbearfire.org on or before Tuesday March 24, 2020 at 2:00 p.m. Please limit comments to 300 words or less. All comments submitted will be read aloud during the meeting. Please note, all email correspondence relating to this meeting will become part of the Board minutes.

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA1. Consideration of Resolution No. BBFA2020-001 Granting Emergency Powers to the Fire Chief

Speaker: Chief Willis

CLOSED SESSION PUBLIC COMMUNICATIONS: (Any member of the public is entitled to speak on Closed Session Agenda items via the email option discussed above.)

CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS

Pursuant to Government Code Section 54957.6

Agency Representative: Fire Chief

Employee Organization: Big Bear Professional Firefighters' Assoc., IAFF, Local 935

ADJOURN

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 23rd day of March 2020.

Dawn E. Marschinke

Dawn Marschinke, Board Secretary

The Big Bear Fire Authority wishes to make all its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact Board Secretary Dawn Marschinke at 909/866-7566. Notification 48 hours prior to the meeting will enable the Fire Authority to make reasonable arrangements to ensure accessibility to this meeting.




BIG BEAR FIRE AUTHORITY AGENDA REPORT

Item No. FA1

MEETING DATE: March 24, 2020

TO: Chairman and Members of the Big Bear Fire Authority Board

FROM: Jeff Willis, Fire Chief 

PREPARED BY: Joseph Sanchez, Legal Counsel, Best Best & Krieger

SUBJECT: **ADOPT RESOLUTION NO. BBFA2020-001 GRANTING SPECIAL POWERS TO THE FIRE CHIEF IN RESPONSE TO COVID-19 EMERGENCY**

BACKGROUND:

The President of the United States, the Governor of California, and the County of San Bernardino have declared National and State Emergencies as a result of the COVID-19 pandemic. As of the writing of this staff report, there are over 35,000 confirmed cases of COVID-19 in the United States and 1,828 confirmed cases in the State of California.

On March 4, 2020 California Governor Newsome declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the state prepare for the broader spread of COVID-19.

DISCUSSION:

Staff is recommending that the Board adopt an Emergency Resolution to expand the powers of the Fire Chief during this Emergency to ensure that the Authority continues to operate and function during this pandemic. The Resolution provides expanded authority to the Fire Chief to:

- Furnish information, to promulgate orders and regulations necessary to provide for the protection of life and property, to enter into agreements and to take all actions necessary to implement preventive measures to protect and preserve the public and staff as it relates to the COVID-19 emergency
- Make hiring decisions to ensure staffing necessities are met during the emergency
- Seeking reimbursement from the State and Federal governments regarding COVID-19 expenditures

- Make individual expenditures up to \$50,000 for goods and services necessary to respond to COVID-19 (the current limit is \$25,000)
- Waive any competitive bidding requirements pursuant to Public Contract Code Section 22050 based on the finding above that emergency conditions exist related to COVID-19.

Fiscal Impact

None

RECOMMENDATION:

Staff recommends that the Board adopt Resolution No. BBFA2020-001 granting Special Powers to the Fire Chief in response to COVID-19 Emergency.

ATTACHMENT A: Resolution No. BBFA2020-001

RESOLUTION NO. BBFA2020-001

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
BIG BEAR FIRE AUTHORITY GRANTING SPECIAL
POWERS TO THE FIRE CHIEF IN RESPONSE TO COVID-
19 EMERGENCY**

WHEREAS, on March 4, 2020, the Governor of California declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, on March 10, 2020, the County of San Bernardino declared a State of Emergency due to the outbreak and spread of a novel coronavirus (COVID-19); and

WHEREAS, strict compliance with various statutes and regulations could prevent or delay appropriate actions on the part of the Authority to prevent and mitigate the effects of COVID-19; and

WHEREAS, it is imperative for the Authority to prepare for and implement measures to respond to the potential spread of COVID-19; and

WHEREAS, it is imperative that the Fire Chief have the tools to ensure the health and safety of the public and staff; and

WHEREAS, the protection of the health and safety and preservation of the lives and property of the people of the State from the effects of natural emergencies such as COVID-19 which may result in conditions of disaster or in extreme peril to life, property, and resources is of paramount State importance requiring the responsible efforts of public and private agencies and individual citizens, and all public employees required to serve as disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law under Government Code 3100; and

WHEREAS, Authority Instruction Number 2016-02, allows the Fire Chief to approve Authority expenditures under \$25,000 and the Board of Directors would like to increase that amount to \$50,000 to facilitate emergency expenditures during the COVID-19 emergency;

WHEREAS, Authority Instruction Number 2016-02, allows the Authority to suspend competitive bid procedures for the purchase or lease of equipment, materials, supplies, and services where an emergency exists affecting or threatening to affect the public health, safety, or welfare when the Board makes a finding by a four-fifths vote pursuant to Public Contract Code Section 22050 et, seq. that such an emergency condition exists;

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE
AUTHORITY DOES HEREBY RESOLVE:**

1. That the circumstances regarding the COVID-19 virus described in the Resolution herein constitute an emergency condition; and

2. The Fire Chief is hereby authorized to furnish information, to promulgate orders and regulations necessary to provide for the protection of life and property, to enter into agreements and to take all actions necessary to implement preventive measures to protect and preserve the public and staff within the scope of the local emergency hereby declared including making hiring decisions to ensure staffing necessities are met during the emergency and seeking reimbursements from the State and Federal government regarding COVID-19 expenditures.
3. The Fire Chief is hereby also authorized to make expenditures up to \$50,000 for goods and services related to the COVID-19 emergency.
4. The Fire Chief is also authorized to waive any competitive bidding requirements pursuant to Public Contract Code Section 22050 based on the finding above that emergency conditions exist related to COVID-19.

PASSED, APPROVED, AND ADOPTED this 24th day of March, 2020.

AYES:
NOES:
ABSENT:
ABSTAIN:

Date

John Green
Chair, Board of Directors
Big Bear Fire Authority

ATTEST:

Dawn Marschinke
Secretary
Big Bear Fire Authority

STATE OF CALIFORNIA)
COUNTY OF SAN BERNARDINO) ss
CITY OF BIG BEAR LAKE)

I, Dawn Marschinke, Secretary of the Big Bear Fire Authority Board, do hereby certify that the whole number of members of the said Board is ten; that the foregoing resolution, being Resolution No. BBFA2020-001 was duly passed and adopted by the said Board, approved and signed by the Chair of said Board, and attested by the Secretary of said Board, all at a meeting of the said Board held on the 24th day of March, 2020, and that the same was so passed and adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Witness my hand and the official seal of said Authority this 24th day of March, 2020.

Dawn Marschinke
Secretary
Big Bear Fire Authority