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**JOINT MEETING OF BIG BEAR FIRE AUTHORITY  
BIG BEAR LAKE FIRE PROTECTION DISTRICT AND BIG BEAR CITY  
COMMUNITY SERVICES DISTRICT - FIRE  
MINUTES FOR THE MEETING OF  
JUNE 05, 2018**

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A Regular Joint Meeting of the Big Bear Fire Authority, Big Bear City Community Services District and Big Bear Lake Fire Protection District was called to order by Chairman Green at 4:00 p.m., and adjourned to Closed Session on Tuesday, June 5, 2018, at 39707 Big Bear Boulevard, Big Bear Lake, California.

**PUBLIC FORMUM FOR CLOSED SESSION**

None.

At the hour of 5:35, p.m., Board adjourned Closed Session.

**OPEN SESSION**

The Regular Meeting of the Big Bear Fire Authority was called to order by Chairman Green at 6:00 p.m.

Moment of Silence: Observed

Pledge of Allegiance: Led by Director Jahn

Board Members Present: Chairman John Green  
Vice Chairman Bill Jahn  
Director David Caretto  
Director Rick Herrick  
Director Bob Jackowski  
Director Randall Putz  
Director John Russo  
Director Larry Walsh  
Director Al Ziegler

Board Members Excused: Director Karyn Oxandaboure

Others Present: Jeff Willis, Fire Chief  
Mike Maltby, Assistant Chief/Fire Marshal  
Shirley Holt, Senior Finance Officer  
Dawn Marschinke, Board Secretary  
Kristin Mandolini, Accountant II

**RESULTS OF CLOSED SESSION:**

**PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

Pursuant to Government Code Section 54957

Title of Position: Fire Chief

**CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section 54957.6

Unrepresented Employee: Fire Chief

Agency Negotiator: Board Chairman

The Board will report on this in item FA11.

**ANNOUNCEMENTS & UPCOMING EVENTS**

- PulsePoint is having a community launch for San Bernardino County. PulsePoint Respond is a free app that alerts citizen responders who know CPR to local emergencies near them and to the location of the nearest AED. The community and Board members are invited to attend the Launch on June 6, 2018, 11:00 a.m. – 12:30 p.m. at Tom Sawyer Swimming Pool, 152 E. San Bernardino Ave., Rialto.
- The Fire Authority's Administrative Office will be closed Wednesday, July 4, 2018 in observance of the 4<sup>th</sup> of July, and will re-open on Thursday, July 5, 2018 at 8:00 a.m.
- Big Bear Professional Firefighter's Association is hosting their annual fundraiser "Sink Some for Charity" golf tournament on Sunday, August 19, 2018, 9:00 a.m. at Bear Mountain Golf Course.
- The Fire Department will be conducting public workshops to develop the "Community Standard of Cover" which will define the community's expectations of Fire Department performance. Workshop dates are July 11, 17, 24 and August 14, 2018, 5:30 p.m. – 7:30 p.m. at Big Bear Fire Department Headquarters, 41090 Big Bear Blvd. Big Bear Lake.

**PRESENTATIONS**

None

**DIRECTORS' GENERAL ANNOUNCEMENTS**

None

**PUBLIC COMMUNICATIONS**

None

### **CHIEF'S REPORT**

None

### **FINANCE OFFICER'S REPORT**

Senior Finance Officer Holt provided a PowerPoint presentation of the Fiscal Year 2017-18 Administrative accomplishments which highlighted that most of the consolidation projects were completed during this period. She also stated the Big Bear Fire Authority will serve the community as a single consolidated agency as of July 1, 2018.

Director Herrick lauded the Chief and the Staff for everything they have accomplished.

Vice Chairman Jahn thanked Labor and Staff for how far the organization has come from where it has started.

Chairman Green commended the Staff on its good work. He never thought the Fire Authority would be where it is today.

### **CONSENT CALENDAR**

- FA1. Approval of Meeting Minutes from the April 24, 2018 Regular Meeting of the Big Bear Fire Authority**
- FA2. Receive and File Big Bear Fire Department Monthly Activity Reports for March and April 2018**
- FA3. Approval of Resolution to Reaffirm the Statement of Investment Policy for Fiscal Year 2018-19**

Board consideration of adopting Resolution No. BBFA2018-003 adopting the Statement of Investment Policy for Fiscal Year 2018-19.

#### **RESOLUTION NO. BBFA2018-003**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, ADOPTING THE STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2018-19**

**FA4. Approval of Fire Authority Job Descriptions, FTE Chart and Classification and Wage Table for Fiscal Year 2018-19**

Board consideration of approving Fire Authority job descriptions, the FTE Chart and corresponding Classification and Wage Table for Fiscal Year 2018-19.

**FA5. Approval of Cash Handling and Banking Policies**

Board consideration of approving the new Fire Authority Cash Handling and Banking policies and authorize the Fire Chief to sign and execute.

**FA6. Approval of Resolution Authorizing Termination of Big Bear Fire Authority 401(a) Money Purchase Plan**

Board consideration of approving Resolution No. BBFA2018-004 authorizing termination of the Big Bear Fire Authority 401(a) Money Purchase Plan with Lincoln Financial as of July 15, 2018, resulting from the Fire Authority joining the SBCERA pension plan as of June 23, 2018.

RESOLUTION NO. BBFA2018-004

A RESOLUTION OF THE BOARD OF DIRECTORS OF BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, AUTHORIZING THE TERMINATION OF ITS 401(a) MONEY PURCHASE PLAN WITH LINCOLN FINANCIAL

**FA7. Approval of Resolution Authorizing Portal to Portal Pay and Overtime for Employees During Emergency Incident Assignments**

Board consideration of rescinding Resolution BBFA2017-008 and adopt Resolution BBFA2018-005 authorizing overtime Portal to Portal pay for identified employees during Fire Department response away from their official duty station and assigned to an emergency incident.

RESOLUTION NO. BBFA2018-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, AUTHORIZING OVERTIME AND PORTAL TO PORTAL PAY FOR EMPLOYEES DURING FIRE DEPARTMENT RESPONSE AWAY FROM THEIR OFFICIAL

DUTY STATION AND ASSIGNED TO AN EMERGENCY  
INCIDENT, RESCINDING RESOLUTION BBFA2017-008

Motion by Vice Chairman Jahn, seconded by Director Putz to approve the Consent Calendar as follows:

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

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

None

**PUBLIC HEARINGS**

*Any person may appear and be heard in support or opposition to the proposals at the time of the meeting. If you challenge the action in court, you may be limited to raising only those issues which you or someone else raised at the public meeting described in the notice or in written correspondence delivered to the Fire Authority at or before the public meeting.*

**FA8. Proposed Resolution to Adopt the Fiscal Year 2018-2019 Big Bear Fire Authority Budget**

Board consideration of conducting a Public Hearing to approve Resolution No. BBFA2018-002 adopting the Big Bear Fire Authority Budget for Fiscal Year 2018-2019.

Senior Finance Officer Holt presented a recap of the preliminary budget process and an overview of the Department's final budget being presented for approval. The preliminary draft budget was presented at the March 23, 2018 Special Workshop. Authorization to proceed with a Public Hearing to Adopt the Fiscal Year 2018-2019 Budget was given by the Board at the April 24, 2018 Board meeting.

Discussion:

Director Walsh stated that when the budget was first reviewed, Chief Willis stated that the Board could expect more than \$2.5 million in expenses over income and for the next three years it would be more than \$1 million. "Is that still a fair appraisal?"

Ms. Holt responded.

At the hour of 6:15 p.m., Chairman Green opened the public hearing. Hearing no public comment, at the hour of 6:16 p.m., Chairman Green closed the public hearing.

Motion by Director Jackowski, seconded by Director Russo, to conduct a public hearing and adopt resolution BBFA2018-002 as follows:

RESOLUTION NO. BBFA2018-002

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, COUNTY OF SAN BERNARDINO, STATE OF CALIFORNIA, ADOPTING THE BIG BEAR FIRE AUTHORITY APPROVED BUDGET FOR FISCAL YEAR 2018-19

Said Motion was approved by the following vote:

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

**FA9. Second Reading and Public Hearing of Proposed Ordinance BBFA2018-001 Authorizing Establishment and Adoption of Ambulance Service Fees**

Board consideration of conducting a second reading and public hearing to adopt Ordinance No. BBFA2018-001 that establishes an Ambulance Service Fee schedule for Big Bear Fire Authority based on rates set by Inland Counties Emergency Medical Authority.

ORDINANCE NO. BBFA2018-001

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS AUTHORITY, ESTABLISHING AN AMBULANCE SERVICE FEE SCHEDULE

Senior Finance Officer Holt presented the details of the ordinance.

Director Jahn asked who set these rates and are the rates close to the cost.

Chief Willis responded.

Director Caretto asked what percentage the Fire Authority recovers of what it bills.

Ms. Holt responded and will bring information back to the Board.

At the hour of 6:19 p.m., Chairman Green opened the public hearing. Hearing no public comment, at the hour of 6:20 p.m., Chairman Green closed the public hearing.

Motion by Director Caretto, seconded by Director Putz to adopt Ordinance No. BBFA2018-001 authorizing the establishment and adoption of ambulance service fees.

Said motion was approved by the following vote:

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

**FA10. Introduction of Proposed Ordinance BBFA2018-002 Increasing the Compensation for the Board of Directors**

Board consideration of conducting a first reading and introduction of Ordinance No. BBFA2018-002 increasing the compensation for the Board of Directors to become effective October 6, 2018 and set a public hearing for August 7, 2018 for the second reading and adoption.

Discussion:

Director Caretto asked if the \$105 charge for ground and air ambulance insurance is a family rate and when it would take effect.

Ms. Holt responded.

Director Walsh stated that there was some confusion if this Ordinance provides an increase in compensation and asked if it is the intent to increase the compensation per day and increase the number of days covered, or just increase the events covered.

Chairman Green responded.

Director Walsh stated that he knew how he would be compensated when he became a Board member and was not looking for more.

Chairman Green responded

Director Jackowski asked Chief Willis who Staff had consulted that the change is authorized to take effect after 60 days.

Ms. Marschinke responded.

Motion by Director Caretto, seconded by Director Jahn to introduce and waive first reading and pass to public hearing and second reading at the August 7, 2018 meeting, an ordinance, entitled:

Board Secretary Marschinke read the title of the ordinance:

ORDINANCE NO. BBFA2018-002

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE  
BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT  
POWERS AUTHORITY, SETTING THE COMPENSATION TO  
BE RECEIVED BY BOARD OF DIRECTORS

Said motion was approved by the following vote:

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

**DISCUSSION/ACTION ITEMS**

**BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS**

**FA11. Board Approval of Amendment to Fire Chief Employment Agreement**

Board consideration of authorizing the Chairman of the Board to execute the Amendment to the Fire Chief Employment Agreement which provides for an annual salary of one hundred and eighty-four thousand, nine hundred and seventy dollars (\$184,970) for a two-year agreement commencing on June 23, 2018 and continuing through June 26, 2020.



Chairman Green stated that the Board is now going to review and discuss the recommendation to approve amendments to the Fire Chief Agreement.

Government Code section 54953 was amended, effective January 1, 2017, to require the Governing Board, prior to taking final action, to orally report in open session a recommendation for the approval of salaries and compensation paid in the form of fringe benefits for "local agency executives." The Fire Chief is a local agency executive position and proposed amendments to his employment agreement are before us today. The key terms of the Amendment are as follows:

1. The Amendment extends the Fire Chief Agreement through June 26, 2020.
2. The Fire Chief's proposed annual salary under this Amendment will be \$184,970.
3. The Fire Chief's accrual Leave will increase to 8 hours each per pay period each Vacation, Sick, and Executive.

Director Caretto also stated for additional clarification and transparency for the record; the additional compensation amounts to \$10,470. The additional compensation related to the increased hours for Executive Leave, Sick Leave and Vacation is \$14,229 and the increase in compensation of Health Insurance benefits changing to the family rate is \$9,697, for a total of approximately \$34,396 increase.

Motion by Director Caretto; seconded by Director Putz to authorize the Chairman of the Board to execute the Amendment to the Fire Chief Employment Agreement which provides for an annual salary of one hundred and eighty-four thousand, nine hundred and seventy dollars (\$184,970) for a two-year agreement commencing on June 23, 2018 and continuing through June 26, 2020.

Said Motion was approved by the following vote:

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

Director Putz commented that to the casual observer, the amount of money we pay to the Fire Chief might seem a significant amount of money. If comparing a CEO of an equivalent private sector company, to a public agency executive, the private CEO is probably making significantly more than our public agency executives. He offered for the people's consideration that it is important to have a broader perspective on what we ask these leaders to do, how we pay them and the availability of individuals able to fill these high-level positions.

Vice Chairman Jahn agreed with what Director Putz stated and offered that it is important to look back at where the organization was and where it is today, and the load that the Chief has carried all the way to today. The Chief's dedication and commitment to make this work is worth every penny and he fully supports the motion.

Director Ziegler commented that he watched the Chief come up through the ranks and this consolidation has been a very complicated process; the amount of knowledge that he has, couldn't be replaced with five Chief's from out-of-state. He thanked the Chief for sticking with it.

Chairman Green stated that if you look at salaries of the private sector and other public agencies and base salaries of fire chief's specifically, this salary is not on the high end of the range. The level of work the consolidation has required, and as far along as the organization is, he attributes the accomplishments to the Chief, his Staff and Labor, and the organization needs him to finish this project.

#### **FA12. Discussion of Possible Endorsement of Candidates for Office**

Board discussion to consider possible endorsement of candidates for office, and if so, what types of candidates shall be endorsed and how it shall be accomplished.

#### **RESOLUTION NO. BBFA2018-XXX**

#### **A RESOLUTION OF THE BOARD OF DIRECTORS OF BIG BEAR FIRE AUTHORITY, A CALIFORNIA JOINT POWERS ENDORSING JOSEPH KELLY AS CANDIDATE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS**

Chief Willis presented the item indicating that the Board was asked to endorse a candidate for the California Special Districts Association (CSDA) Board. The issue was discussed at the Authority's May 16, 2018, Administrative Committee meeting. The Committee directed Staff to bring the item to the full Board.

#### **Discussion:**

Director Herrick stated that the Administrative Committee's vote was split on the issue of supporting an endorsement of a candidate for office. Director Herrick indicated that he would have been a "no" vote stating that this is a difficult path that he does not believe the Board should go down. It could open the door for

things the Board does not want to get into; it can end up with hurt feelings and he does not want to create ill-will between the local Boards.

Director Jahn stated he was the other “no” vote during the Administrative Committee discussion. He believes if an individual wants to endorse a candidate, they can do so one-on-one. It is a business the Authority Board should stay out of.

Chairman Green pointed out that there was a lot of discussion between a political office and a non-political office like CSDA. He believes the advantage of possibly supporting the endorsement is that the CSDA does a lot of work on local legislation. To have someone in position that could help with local issues at the legislative level, could be an advantage to the Authority. It is not uncommon for public agencies to put their support behind something like this.

Director Jackowski stated that he does not favor passing this. A candidate would be better off getting the support of each individual Board member. In addition, if this is passed with something less than a full count in favor, it means the entire Board did not endorse him, yet as a Board, they would be endorsing the candidate.

Director Walsh believes part of the discrepancy is that the CSD has history with CSDA and being asked for endorsements. The Authority is not being asked to endorse a political candidate. The endorsement can be made for a candidate of a private organization.

Director Putz stated that regardless if it is for a private organization, it does offer the opportunity for politicization of the work the Board does. It can prohibit the organization of growing in the same direction. He is not comfortable supporting it.

Chairman Green asked the Board if this is setting a policy that will never allow provide endorsements.

Vice Chairman Jahn moved that the item be tabled; seconded by Director Putz.

Director Caretto asked if a member of the Authority runs for a private agency, will this limit the Board from endorsing them under this “tabled” item.

Chairman Green stated that his understanding is that it is only this recommendation being tabled, otherwise the Bylaws would have to be changed.

Director Herrick commented further that he called CSDA and they stated that they were unfamiliar the agencies endorsing candidates. They were familiar with

candidates soliciting votes from the agencies. If it made sense for the candidate to lobby for a vote, Director Herrick would not have a problem with that. He would like to take the opportunity to end this discussion now so that it does not come up again, and if need be, change the Bylaws in the future and bring this issue to a close.

Director Caretto asked if by tabling this item, can it be brought back later.

Vice Chairman Jahn responded, no, not this particular item.

Director Caretto stated that Director Herrick suggested the item not be open to coming back at all.

Vice Chairman Jahn stated that he is open to amending the motion.

Vice Chairman Jahn amended his motion that the Board shall not to be in the business of endorsements; Director Herrick amended his second.

Director Ziegler stated that he understands what the Board is saying, but he would not want to close the door to endorsements in the future where it may benefit the Authority.

Director Putz asked for clarification if the Bylaws would need to be changed.

Chief Willis responded.

Director Caretto stated that this does not preclude the Board to change the policy. This is a minute action.

Director Jahn called for the question.

Said Motion was approved by the following vote:

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

**FA13. Board Approval of the Assignment and Assumption Agreement with Big Bear City Community Services District**

Board consideration of approving the Agreement for the Assignment and Assumption of Pension and OPEB Liabilities with the Big Bear City Community

Services District (CSD) Retired Safety Members and Retired Miscellaneous Members that worked for the Fire Department and authorize the Fire Chief to execute the Agreement.

Legal Counsel Isabel Safie explained the Agreement.

The reason the Agreement is before the Board is that the anticipated transfer of the active CSD Safety group to the Authority will result in the retired Safety employees, including separated employees who are no longer with the CSD but have accrued service, to go into inactive status that will result in a continued obligation to make payments to CalPERS for the unfunded liability of the retired and transferred group. This document puts forth a clear understanding between the Authority and the CSD of how those obligations will be met. It also addresses how OPEB liabilities will be handled. The retired Miscellaneous group is limited to three individuals that rendered services for the fire department during their employment with CSD.

The numbers in the Agreement are the numbers received from CalPERS to-date; the pension related number in the Agreement will not be final until the actual AB 868 transfer occurs later this month. It is not expected that there will be significant movement in these numbers.

The cost of the three Miscellaneous employees is still pending from CalPERS.

The request that is being made of the Board, in addition to giving the Fire Chief the authority to sign the Agreement, is to give the Fire Chief the authority to make necessary changes to the Agreement consistent with additional information that is received from CalPERS.

#### Discussion:

Director Caretto made a note that there is a green sheet item to correct the Safety PERS Obligation number to read Five Hundred Thirty-Six Thousand, Nine Hundred Dollars (\$536,900).

Ms. Safie stated that the first payment for the PERS obligation can be a lump sum payment and is due July 31, 2018 with no interest accrued, or the other option is to pay on month to month basis within the first 10 days of the month.

Director Caretto asked if it is still unknown what the OPEB payment is for either the Safety members or the three miscellaneous members.

Ms. Safie responded that she would look up that information and get back to the Board.

Director Caretto asked when the OPEB payment is due.

Ms. Safie responded.

Director Walsh asked if in Exhibit A under Recitals, Paragraph D with reference to retired individual Nicholas D. Bruinsma was correct since he is not retired yet.

Chief Willis responded.

Director Walsh asked if in Exhibit A under Recitals, Paragraph P, section 115 Trust says it covers “only Safety member” and in Paragraph Q, it sounds like the Miscellaneous members have been dropped as well.

Ms. Safie stated that the Agreement will be updated to include the Miscellaneous employees.

Director Walsh asked if the CSD money for CalPERS is coming across to the Authority and contributed to SBCERA, then the money is used to spend down the existing FPD obligation, has the retirement money of the CSD employees been spent on something other than the CSD employees.

Ms. Safie responded.

If the Authority was to be taken over by some other agency, would the Authority have to recover the money back from SBCERA for the CSD employees.

Ms. Safie responded.

Motion by Director Caretto; seconded by Vice Chairman Jahn, to approve Staff Recommendation with the green sheet correction and further Recital corrections as stated, and approving the Agreement for The Assignment and Assumption of Pension and OPEB Liabilities associated with Big Bear City Community Services District Retired Safety Members and certain Retired Miscellaneous Members and authorize the Fire Chief to execute the Assignment and Assumption Agreement substantially the form, with such changes as are approved by the Fire Chief and the General Manager of CSD and reviewed as to form by the General Counsel.

Discussion:

Director Walsh referenced paragraph 8.6 that limits attorney's fees that shall not exceed the hourly rate paid by the Authority. He stated that Best Best & Krieger (BBK) is the legal counsel for the Authority and its member agencies. He questioned that in the event there is a disagreement and one of the member agencies seeks outside counsel, is it reasonable to say that a member agency cannot pay outside counsel more than what the Authority would pay BBK.

Ms. Safie responded.

Said motion was approved by the following vote:

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

**FA14. Board Approval of Asset Transfer MOU between Big Bear Fire Authority, Big Bear Lake Fire Protection District (FPD) and Big Bear City Community Services District (CSD)**

Board consideration of approving the MOU between Big Bear Fire Authority, Big Bear City Community Services District and Big Bear Lake Fire Protection District to process Capital assets ownership over an 18-month period and authorizing the Fire Chief to execute the MOU.

Ms. Holt introduced the item for discussion.

Director Caretto asked for clarification. His understanding is that this is only an agreement to agree to move forward with asset transfers between agencies.

Chief Willis responded.

Motion by Director Caretto; seconded by Director Putz, to approve Staff Recommendation approving the MOU between the Authority, FPD and CSD to process the Capital assets ownership to the Authority over an 18-month period and authorize the Fire Chief to execute the MOU substantially the form with such changes as are approved by the Fire Chief and reviewed as to form by General Counsel and as amended.

Discussion:

Director Walsh questioned the FPD Exhibit that lists large utility vehicles and wondered what it refers to.

Ms. Holt responded.

Said motion was approved by the following vote:

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

### **BIG BEAR LAKE FIRE PROTECTION DISTRICT DISCUSSION ITEMS**

Chairman Caretto opened discussion for item FP15.

#### **FP15. Board Approval of Asset Transfer MOU between Big Bear Fire Authority, Big Bear Lake Fire Protection District and Big Bear City Community Services District**

Board consideration of approving the MOU between Big Bear Fire Authority, Big Bear City Community Services District and Big Bear Lake Fire Protection District to process Capital assets ownership over an 18-month period and authorizing the Fire Chief to execute the MOU.

Discussion:

Director Putz commented that the Board will have future opportunities to look at what each side is contributing, and he offered two suggestions for this process: 1) address a method of handling disagreements on valuation; 2) if needed, there should be a method to unravel the asset transfers.

Motion by Vice Chairman Jahn; seconded by Director Jackowski, to approve Staff Recommendation approving the MOU between FPD, CSD and the Authority to process the Capital assets ownership to the Authority over an 18-month period and authorize the Fire Chief to execute the MOU substantially the form, with such changes as are approved by the Fire Chief and reviewed as to form.

Said motion was approved by the following vote:

AYES: Putz, Caretto, Herrick, Jackowski and Jahn  
NOES: None  
ABSENT: None  
ABSTAIN: None



## **BIG BEAR CITY COMMUNITY SERVICES DISTRICT – FIRE DISCUSSION ITEMS**

By implied consent to Director Green from Vice President Russo, Director Green opened item CS16, CS17 and CS18 for discussion.

### **CS16. Board Approval of Asset Transfer MOU between Big Bear Fire Authority, Big Bear Lake Fire Protection District and Big Bear City Community Services District**

Board consideration of approving the MOU between Big Bear Fire Authority, Big Bear City Community Services District and Big Bear Lake Fire Protection District to process Capital assets ownership over an 18-month period and authorizing the Fire Chief to execute the MOU.

#### Discussion:

Director Walsh pointed out that CSD recently turned over their ambulance inventory for \$1 to the Authority, which on paper the indicated worth was \$132,000. Also, Station 282 has one of the three CSD part facilities, is that a part facility or is that a fire facility. This needs to be considered in asset valuation.

Vice Chairman Jahn left the meeting at 7:26 p.m. and returned at 7:29 p.m.

Chief Willis responded.

Director Walsh asked how the Department will go about appraising buildings and land; shall it be done in-house or with outside help. Also, he questioned whose General Counsel will approve transfer agreements.

Chief Willis responded.

Director Ziegler believes there will be a big difference in value of the land and buildings between FPD and CSD. He believes that land and buildings should remain with their respective agencies and the Authority should lease those facilities.

Chief Willis stated that this a non-binding agreement. It is not an agreement to transfer anything but allows staff to begin work on it.

Chairman Green asked if Chief Willis was open to leases?

Chief Willis responded.

Motion by Vice President Russo; seconded by Director Ziegler, to approve Staff's recommendation approving the MOU between CSD, FPD and the Authority to process the Capital assets ownership to the Authority over an 18-month period and authorize the Fire Chief to execute the MOU substantially the form attached hereto as Attachment A, with such changes as are approved by the Fire Chief and reviewed as to form by the General Counsel.

Said motion was approved by the following vote:

AYES: Russo, Walsh, Ziegler and Green  
NOES: None  
ABSENT: Oxandaboure  
ABSTAIN: None

**CS17. Board Approval of adopting Resolution No. 2018-07 confirming the Health Insurance benefits for the Big Bear City Community Services District (CSD) Retired Safety Group**

Board consideration of adopting Resolution No. 2018-07 confirming CSD's provision of health insurance benefits for the CSD Retired Safety Group at an amount necessary to pay the full cost of each annuitant's enrollment, including the enrollment of family members, in a health benefits plan up to the maximum of the Blue Shield Access+ Other Southern Basic Family Rate when CSD employees become members of Big Bear Fire Authority on June 23, 2018 and the Retired Safety Group no longer has a bargaining unit to represent them.

**RESOLUTION NO. 2018-07**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
BIG BEAR CITY COMMUNITY SERVICES DISTRICT  
CONFIRMING HEALTH INSURANCE BENEFITS FOR  
RETIRED SAFETY GROUP**

Ms. Holt presented this item stating that it is necessary because the retired Safety group from CSD will no longer be represented by a bargaining unit.

Discussion:

Director Walsh asked if this amount would ever be able to be adjusted and also, he questioned if the CSD pays something different after Medicare age is reached by the retiree.

Legal Counsel Isabel Safie responded.

Director Herrick left the meeting at 7:38 p.m. and returned at 7:41 p.m.

Motion by Vice President Russo; seconded by Director Ziegler, to approve Staff's recommendation approving the adoption of CSD Resolution No. 2018-07 confirming health insurance benefits for the Retired Safety Group.

Said motion was approved by the following vote:

AYES: Walsh, Ziegler, Green and Russo  
NOES: None  
ABSENT: Oxandaboure  
ABSTAIN: None

**CS18. Board Approval of the Assignment and Assumption Agreement with Big Bear Fire Authority**

Board consideration of approving the Agreement for the Assignment and Assumption of Pension and OPEB Liabilities with the Big Bear City Community Services District Retired Safety Members and Retired Miscellaneous Members and authorize the Fire Chief to execute the Agreement.

Legal Counsel Isabel Safie presented this item for discussion. This is the identical item to FA13 that the Authority Board approved and is now presented to the CSD Board for approval. As an answer to the question in FA13 on the OPEB payment amount, Ms. Safie stated that the Fiscal Year 2018-19 OPEB liabilities cost is \$260,575 based on the draft OPEB valuation. The final OPEB valuation will be forwarded to the Department shortly. This provides a contractual liability for the Authority to pay for OPEB pension liabilities for Retired Safety group and the three Miscellaneous employees that were dedicated to fire service.

Motion by Vice President Russo; seconded by Director Walsh, to approve agreement for the assignment and assumption of pension and OPEB liabilities associated with Big Bear City Community Services District Retired Safety Members and certain Retired Miscellaneous Members and authorize the Fire Chief to execute the Assignment and Assumption Agreement substantially the form, with such changes as are approved by the Fire Chief and the General Manager of CSD and reviewed as to form by the General Counsel.

Discussion:

Director Walsh asked if because this agreement is talking about assignment and assumption does this affect the CSD Sewer Department's loan to the Fire Department.

Chief Willis responded.

Said motion was approved by the following vote:

AYES:	Ziegler, Russo, Walsh and Green
NOES:	None
ABSENT:	Oxandaboure
ABSTAIN:	None

### **COMMITTEE REPORTS**

A Fire Authority Administrative Committee meeting was held on May 16, 2018, represented by Chairman Green, Vice Chairman Jahn, Director Herrick and Director Walsh.

### **DIRECTORS' CLOSING COMMENTS**

Director Putz questioned that considering elections, what happens for the Fire Authority if one of the governing bodies is short a person and leaves an imbalance to the votes on the Board.

Chairman Green responded that on the CSD side, they can appoint a person, but that is based on timing, they could choose not to appoint someone. It is possible to be short a person for six months.

With District elections, it is possible that there could be no one running in a District and then the potential for operating with a four-person City Council.

Chief Willis asked the Board to let him think that scenario through and it may be something to address with the Administrative Committee discussing different possibilities.

Director Walsh commented that Chief Willis and the CSD General Manager should come to a resolution soon on the CSD Lighting District funding.

Director Herrick commented that his daughter graduated with honors and at the top of her class in pediatrics from medical school this weekend.

Chairman Green commented that his son-in-law graduated from nursing school with honors. His daughter is a Nurse Practitioner, so he has a family of nurses.

**ADJOURNMENT**

There being no further business to come before the Fire Authority at this session, Chairman Green adjourned the meeting at 7:52 p.m.

*Dawn E. Marschinke*

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Dawn E. Marschinke, Board Secretary

APPROVED AT THE AUGUST 7, 2018 BOARD MEETING