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**BIG BEAR FIRE AUTHORITY  
MINUTES FOR THE MEETING OF  
December 12, 2017**

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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 Putz at 4:30 p.m., and adjourned to Closed Session on Tuesday, December 12, 2017, at 39707 Big Bear Boulevard, Big Bear Lake, California.

**PUBLIC FORMUM FOR CLOSED SESSION**

None.

At the hour of 5:45, p.m., Board adjourned Closed Session.

**OPEN SESSION**

The Regular Meeting of the Big Bear Fire Authority was called to order by Chairman Putz at 6:03 p.m.

Moment of Silence:	Observed
Pledge of Allegiance:	Led by Vice Chairman Green
Board Members Present:	Chairman Randall Putz Vice Chairman John Green Director David Caretto Director Bob Jackowski Director Bill Jahn Director Karyn Oxandaboure Director John Russo Director Larry Walsh Director Al Ziegler
Board Members Excused:	Director Rick Herrick
Others Present:	Jeff Willis, Fire Chief Mike Maltby, Assistant Chief/Fire Marshal Shirley Holt, Senior Finance Officer Dawn Marschinke, Board Secretary

**RESULTS OF CLOSED SESSION:**

**CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section 54957.6

Agency Representative: Fire Chief

Employee Organizations: Big Bear City Professional Firefighters' Assoc., IAFF, Local 935 and Big Bear Lake Professional Firefighters' Assoc., IAFF, Local 935

No reportable action.

**ANNOUNCEMENT**

Friday, December 22, Big Bear Professional Firefighters' Association, Local 935, will host its annual shopping spree for kids at Big Bear Lake Kmart beginning at 7:00 a.m.

The Fire Authority's Administrative Office will be closed on the following dates:

- Monday and Tuesday, December 25th and 26th, 2017 in observance of Christmas and will re-open at 8:00 a.m. on Wednesday, December 27th, 2017.
- Monday and Tuesday, January 1st and 2nd, 2018 in observance of New Year's, and will reopen on Wednesday, January 3rd, 2018.
- Monday, January 15th, 2018 in observance of Martin Luther King Jr. day and will reopen on Tuesday, January 16th, 2018.

**PRESENTATIONS**

None.

**DIRECTORS' GENERAL ANNOUNCEMENTS**

Director Walsh stated that in September 2017, the Administrative Committee meeting had to be canceled, he hoped they would address at that time, the reasonableness of the County's performance in the Weed Abatement program. He expressed his desire that we will address it in the future. Director Walsh clarified that he was not saying that the Department should take it over, but there has to be a better way to do it.

Chairman Putz commented that the Thomas Fire is currently the 5<sup>th</sup> largest in California history. A personal connection developed when he saw his high school alma mater, the Cate School in Carpinteria, in a Facebook post with Big Bear Fire Engine 282, which was stationed there during the fire. He was very proud to see one of our local engines and crew helping at a place that was very important to him. It was interesting to see his two worlds collide. He expressed his thanks to the firefighters for the assistance they provide.

**PUBLIC COMMUNICATIONS**

None.

**CHIEF'S REPORT**

Chief Willis provided updates on the Ambulance Exclusive Operating Area (EOA 20), assumption of the SBCERA contract and the upcoming meeting with LAFCO as part of the strategic planning process.

**FINANCE OFFICER'S REPORT**

Senior Finance Officer Holt provide October Year-To-Date Financials for the Fire Authority, Big Bear Lake Fire Protection District (FPD) and Big Bear City Community Services District – Fire and Ambulance. First Quarter Cash Disbursements were also provided. Ms. Holt stated that she would do a mid-year budget adjustment when the Department brings in the Air Ambulance program.

**CONSENT CALENDAR**

Motion by Director Jahn, seconded by Director Caretto to approve the Consent Calendar as follows:

**FA1. Approval of Meeting Minutes from the October 24, 2017 Regular Meeting of Big Bear Fire Authority**

Approved.

AYES: Caretto, Green, Jackowski, Jahn, Oxandaboure, Russo, Walsh, Ziegler and Putz

NOES: None

ABSENT: Herrick

ABSTAIN: None

**FA2. Approval of Meeting Minutes from the November 7, 2017 Special Meeting of Big Bear Fire Authority**

Approved.

AYES: Caretto, Green, Jahn, Oxandaboure, Russo, Walsh, Ziegler and Putz

NOES: None

ABSENT: Herrick  
ABSTAIN: Jackowski

**FA3. Monthly Activity Reports for October 2017, for Big Bear Fire Department for Receive and File**

Board consideration of receiving and filing the report.

Received and filed.

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

**FA4. Fire Authority Meeting Calendar for 2018**

Board consideration of approving the proposed 2018 Meeting Calendar, which includes the adjournments of the Regular Meeting of April 3 to April 24, 2018; and December 4 to December 11, 2018.

Approved.

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

**FA5. Approval of Flight Paramedic Job Description**

Board consideration of approving the Flight-Paramedic job description and corresponding salary table.

Approved.

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

**FA6. Big Bear Fire Authority FY2016-17 Audited Financial Report**

Big Bear Fire Authority Board consideration to accept, receive and file FY2016-17 Audited Financial Report.

Accepted, received and filed.

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

**ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

**BIG BEAR LAKE FIRE PROTECTION DISTRICT CONSENT CALENDAR**

**FP7. Big Bear Lake Fire Protection District FY2016-17 Audited Financial Report**

Big Bear Lake Fire Protection District Board consideration to accept, receive and file FY16-17 Audited Financial Report.

Accepted, received and filed.

**FP8. Approval of Meeting Minutes from the October 24, 2017 Regular Meeting of Big Bear Lake Fire Protection District**

Approved.

**FP9. Big Bear Lake Fire Protection District Meeting Calendar for 2018**

Board consideration of approving the proposed 2018 Meeting Calendar, which includes the adjournments of the Regular Meeting of April 3 to April 24, 2018; and December 4 to December 11, 2018.

Approved.

Motion by Director Jahn, seconded by Director Caretto to approve the Consent Calendar and is approved as follows:

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

## **ITEMS REMOVED FROM THE CONSENT CALENDAR**

### **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.*

None.

### **DISCUSSION/ACTION ITEMS**

#### **FA10. Approval to Accept the Memorandum of Understanding and Supporting Exhibits Between Big Bear Fire Authority and Big Bear Professional Firefighters' Association, I.A.F.F. – Local 935**

Board consideration of approving the proposed Memorandum of Understanding between Big Bear Professional Firefighters Association and Big Bear Fire Authority with an effective date of July 1, 2018 and an ending date of December 31, 2019.

Director's comments ensued:

Director Jahn thanked the committee members that sat through discussions on both sides. They all worked together well. They had some tough hurdles to get over, but in the end, they came together, and he thanked everyone for that.

Director Caretto echoed Director Jahn's comments, and as Chairman of the Ad Hoc committee, he expressed his appreciation to the Finance staff for the work they put into reviewing the material and to the Labor representatives who prepared a lot of information for all to view. Additionally, he thanked the other Ad Hoc committee members for all their input. He stated that what makes this a good agreement is that nobody was very happy with it. But he believes it is a good start for the next year and a half. It is going to be important to have our employees supportive of the Authority and particularly if/or when we undertake a revenue measure. This agreement goes a long way toward doing that. He appreciates everyone's assistance.

Director Jackowski shared his appreciation to everyone involved in the negotiations. He is pleased that everyone walked away somewhat satisfied and he looks forward to a continued good relationship in the future.

Motion by Director Caretto; seconded by Director Jackowski to approve Staff's recommendation to approve the Memorandum of Understanding between Big Bear Professional Firefighters' Association and Big Bear Fire Authority with the provision that the agency's attorney may make any non-substantive changes required.

Said Motion was approved by the following vote:

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

## **FIRE AUTHORITY BOARD REORGANIZATION**

### **Selection of the Chairman and Vice-Chairman**

Per the Bylaws and Policies of Big Bear Fire Authority, "The Chair shall alternate between Participating Agencies each year, such that the Chair selected for the following year shall not be from the same Participating Agency that provided that Chair for the current year. The Vice-Chair shall also alternate between the Participating Agencies each year, such that the Vice-Chair selected for the following year shall not be from the same Participating Agency that provided the Vice-Chair for the current year."

Vice Chairman Putz called for nominations for a new Chairman to serve for a period of one year.

Director Oxandaboure nominated Vice Chairman Green to serve as Chairman for a period of one year; seconded by Director Russo.

Vice Chairman Green was elected to serve as Chairman for a period of one year by the following vote:

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

Chairman Putz called for nominations for Vice-Chairman to serve for a period of one year.

Director Putz nominated Director Jahn to serve as Vice-Chairman for a period of one year; seconded by Director Caretto.

Director Jahn was elected to serve as Vice-Chairman for a period of one year by the following vote:

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

### **COMMITTEE REPORTS**

Director Putz provided a progress report on the November 20, 2017, Ad Hoc Committee meeting.

### **DIRECTORS' CLOSING COMMENTS**

Vice Chairman Jahn thanked Director Putz for a great job as Chairman over the past year.

Director Russo commented that he is happy to be part of everything getting in on the tail end of the MOU, and to get everything going here.

Director Caretto offered congratulations to Director Putz on a great year as Chairman of the Authority. He wished Merry Christmas to everyone and hopes they have a great holiday.

Chairman Green offered thanks to Director Putz for the long hours put in as Chairman. Many people do not realize how much goes on in the background to make things happen. He believes the current negotiations help to further the process of bringing the agencies together. This is one major step closer to finalization of the merger between the member agencies. Kudos to the negotiating committee and to Labor. He knows Labor had to make sacrifices for a long time to make this happen, and it does not go unnoticed. He appreciates everything contributed on both sides; it is not give everything they wanted to either side. Chairman Green understands the disparity between what happens up here versus down the hill. Perhaps in the future, we can get even closer. Right now, he believes this is the best MOU they could come up with at this time. It does reflect the



Board's appreciation of the work that has been done by this fire department. He wished everyone Merry Christmas and Happy Hanukah.

Director Oxandaboure thanked Director Putz for doing an excellent job during his year of service as Chairman and commented that he will be a hard act to follow. She also thanked the Labor negotiating team, they were very professional with what they presented. She wished them Merry Christmas.

Director Jackowski thanked Director Putz for his hard work, he did a fantastic job as Chairman and everyone else who helped grow this organization. He wished everyone Happy Holidays.

Director Walsh commented to Director Putz that he has a remarkable ability to distill a mutually agreeable finding for all the disparate opinions, positions, desires. Thank you, that was what we needed, and you were there when we needed you. Director Walsh also stated that the Department should quickly post "No Trespassing" signs at the Sugarloaf property that is pending a Department purchase. It has become a dump and dog park. The sooner we reduce our risk, the better. He also thanked the firefighters for the job they do every day.

Director Ziegler thanked Staff and Firefighters and agrees with all the different comments made tonight. He wished everyone a Merry Christmas and Happy New Year.

Director Putz stated that he appreciates everyone's support and help. It was a privilege and honor to serve as the Chairman of the Board for the past year.

### **ADJOURNMENT**

There being no further business to come before the Fire Authority at this session, Director Putz adjourned the meeting at 6:31 p.m.



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Dawn E. Marschinke, Board Secretary

APPROVED AT THE MEETING OF FEBRUARY 6, 2018