
**BIG BEAR LAKE FIRE PROTECTION DISTRICT
MINUTES FOR THE MEETING OF
FEBRUARY 24, 2014**

A Regular Meeting of the Big Bear Lake Fire Protection District was called to order by Chairman Jackowski at 1:02 p.m., Monday, February 24, 2014, at 39707 Big Bear Boulevard, Big Bear Lake, California.

Moment of Silence: Observed

Pledge of Allegiance: Led by Board Member Rick Herrick

Board Members Present: Chairman Bob Jackowski
Vice Chairman Bill Jahn
Board Member David Caretto
Board Member Rick Herrick
Board Member Jay Obernolte

Board Members Excused: None

Board Members Absent: None

Others Present: Jeff Willis, Fire Chief
Mike Maltby, Battalion Chief
Jeff Mathieu, City Manager
Kathleen Smith, Chief Operations Officer
Corinne Flores, Fire Board Secretary

BOARD MEMBER GENERAL ANNOUNCEMENTS

A few of the Directors advised they could not open the emailed agenda packet so they downloaded the packet from the City's website. It appears there is a problem with using Dropbox.

PUBLIC COMMUNICATIONS

None.

CONSENT CALENDAR

Motion by Vice Chairman Jahn, seconded by Board Member Obernolte to approve the Consent Calendar as follows:

FP1. Approval of Demands – Check Issue Date 09/01/2013 through 02/17/2014 in the amount of \$565,599.50

Approved.

FP2. Approval of Minutes for the Special Meeting of June 4, 2013

Approved.

FP3. Approval of Minutes for the Special Meeting of September 9, 2013

Approved.

FP4. Approval of Minutes for the Regular Meeting of September 11, 2013

Approved.

FP5. Fire District Monthly Reports

FP5a. Monthly Report for August 2013

Received and filed.

FP5b. Monthly Report for September 2013

Received and filed.

FP5c. Monthly Report for October 2013

Received and filed.

FP5d. Monthly Report for November 2013

Received and filed.

FP5e. Monthly Report for December 2013

Received and filed.

FP6. 2014 Cardiac Monitor Grant

Board consideration of accepting the award of grant.

Approved.

The Consent Calendar was approved by the following vote:

AYES: Herrick, Obernolte, Jahn, Caretto, Jackowski
NOES: None
ABSENT: None
ABSTAIN: None

ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

DISCUSSION/ACTION ITEMS

FP7. 2014 Fire Hazard Abatement Program

Board consideration of:

- (1) Authorizing the continued use of San Bernardino County, Land Use Services, Code Enforcement Division to conduct fire hazard abatement inspections and enforcement for the 2014 season; and
- (2) Transfer this responsibility from the City/Fire District to the Big Bear Fire Authority.

Fire Fuels Program Supervisor David Yegge provided a brief power point presentation regarding last year's statistics for the Big Bear City and Big Bear Lake areas. He advised the use of Ipads for field inspections allowed the inspectors to build the notice in the field utilizing the applicable code references, which is then stored in the Cloud. Office personnel can then download the Cloud accessible information and mail the notices resulting in greater program efficiently.

Chief Willis stated he would take this agenda item to the next Fire Authority meeting for discussion, along with an estimated budget to facilitate the program in-house.

Amended Motion by Board Member Obernolte; seconded by Vice Chairman Jahn that the District designate responsibility for administration of the fire abatement program to the Big Bear Fire Authority.

Said Motion was approved by the following vote:

AYES: Obernolte, Jahn, Caretto, Herrick, Jackowski
NOES: None

ABSENT: None
ABSTAIN: None

FP8. Proposed Resolution Approving a Mid Year Budget Adjustment

Board consideration of adopting Resolution No. FP2014-01 approving adjustments to the Big Bear Lake Fire Protection District approved Budget for Fiscal Year 2013-14.

Motion by Board Member Caretto; seconded by Board Member Obernolte, to adopt the following resolution entitled:

RESOLUTION NO. FP2014-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR LAKE FIRE PROTECTION DISTRICT, A SUBSIDIARY FIRE PROTECTION DISTRICT OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, APPROVING ADJUSTMENTS TO THE BIG BEAR LAKE FIRE PROTECTION DISTRICT APPROVED BUDGET FOR FISCAL YEAR 2013-14

Said Motion was approved by the following vote:

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

FP9. Proposed Resolution to Establish a New Position of Battalion Chief - Shift and Approve a Job description, Other Compensation/Benefits, and Salary Range for the Position

Board consideration of:

- (1) Directing the Fire Chief to work with Human Resources to convert the Battalion Chief position from a 40 hour work week to a 56 hour work week; and
- (2) Adopt Resolution No. FP2014-02 to establish a new employment position for Battalion Chief – Shift; and
- (3) Approve the job description, other compensation/benefits, and salary range.

For clarification, the resolution will be amended to include this position is a non-exempt, non-represented, hourly position.

Board Member Herrick would like the Chief to report back to the Board in six months as to how this structure is working out.

Motion by Vice Chairman Jahn; seconded by Board Member Caretto, to adopt the following resolution, with amended language to paragraph 3 that includes "non-exempt, hourly position, non-represented," entitled:

RESOLUTION NO. FP2014-02


A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BIG BEAR LAKE FIRE PROTECTION DISTRICT, A SUBSIDIARY FIRE PROTECTION DISTRICT OF THE CITY OF BIG BEAR LAKE, COUNTY OF SAN BERNARDINO, TO ESTABLISH A NEW EMPLOYMENT POSITION FOR BATTALION CHIEF - SHIFT

Said Motion was approved by the following vote:

AYES: Herrick, Obernolte, Jahn, Caretto, Jackowski
NOES: None
ABSENT: None
ABSTAIN: None

ADJOURNMENT

There being no further business to come before the Fire Protection District at this session, Chairman Jackowski adjourned the meeting at 2:00 p.m.



Corinne E. Flores
Board Secretary

APPROVED AT THE MEETING OF APRIL 28, 2014.