



Big Bear Fire Authority

BIG BEAR FIRE AUTHORITY

August 13, 2024, Regular Board Meeting

5:00 p.m.

REVISED

BOARD OF DIRECTORS

Board Chair Larry Walsh
Vice Chair Kendi Segovia
Director Rick Herrick
Director Perri Melnick
Director Randall Putz
Director Bob Rowe
Director John Russo
Director Al Ziegler

STAFF

Fire Chief Jeff Willis
Assistant Chief/Fire Marshal Luke Wagner
Director of Business Services Kristin Mandolini
Board Secretary Chardelle Smith
Authority Counsel Joseph Sanchez
Assistant Authority Counsel Nicholaus Norvell

NOTICE IS HEREBY GIVEN, that a Regular Meeting of the Big Bear Fire Authority will be held on Tuesday, August 13, 2024, at 5:00 p.m. This meeting will be held at the Big Bear Fire Department, Station 281, located at 41090 Big Bear Boulevard, Big Bear Lake, CA; said meeting being called pursuant to Section 54953 of the Government Code of the State of California to consider the following matters:

OPEN SESSION

CALL TO ORDER

MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE

ROLL CALL

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.

ANNOUNCEMENTS & UPCOMING EVENTS

The Fire Authority's Administrative Office will be closed:

- Monday, September 2, 2024, in observance of Labor Day, and will reopen on Tuesday, September 3, 2024, at 8:00 a.m.

At the July 19th LifeStream Blood Drive, held at station 281, 6 donors registered with 2 of them being first time donors. Out of the 6 donors, a total of 5 units were collected.

The push-in ceremony for Tower-281 is scheduled for Tuesday, August 27th, at 10 a.m., at Headquarters, Station 281. Public attendance is encouraged.

PRESENTATIONS

- Hazard Abatement Update
Speaker: Chief Jeff Willis
- Jack Gardner – 5 Years of Service
Speaker: Chief Jeff Willis
- Recent Promotions and Badge Pinning:
Speaker: Chief Jeff Willis
 - Assistant Chief/Fire Marshal Luke Wagner
 - Captain Kevin Eaton
- New Employee Introduction and Oath of Office:
Speaker: Chief Jeff Willis
 - Fire Inspector Oscar Villanueva
 - Accounting Technician Ashlee Eccles

DIRECTORS' GENERAL ANNOUNCEMENTS – Comments shall pertain to items not on the posted agenda and are limited to three minutes per Authority Member.

GENERAL PUBLIC COMMENT - *Members of the public who wish to comment on topics not included on the agenda or comment on agenda items are invited to provide comments. Please note that State law prohibits the Authority from taking action on items not listed on the agenda. There is a three-minute maximum time limit when addressing the Board; this time limit may be shortened by the Chair to accommodate a large number of speakers.*

CHIEF'S REPORT**FINANCE OFFICER'S REPORT**

Speaker: Kristin Mandolini, Director of Business Services

FIRE AUTHORITY CONSENT CALENDAR

- FA1. Approval of Demands – Check Issue Date 04/01/24 through 05/31/2024 in the amount of \$1,727,210.61**
- FA2. Approval of Meeting Minutes from the June 11, 2024, Regular Meeting of the Big Bear Fire Authority.**
- FA3. Receive and File Big Bear Fire Department Monthly Activity Report for March, 2024.**

FA4. Resolution NO. BBFA2024-007 to approve Cal OES Form 130 to receive Covid-19 reimbursement funding.

FA5. Resolution NO. BBFA2024-008 and Agreement with CAL FIRE to continue Federal Excess Personal Property Program

ITEMS REMOVED FROM THE CONSENT CALENDAR

PUBLIC HEARING

Any person can 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

NEW BUSINESS

BIG BEAR FIRE AUTHORITY DISCUSSION ITEMS

FA6. Big Bear Fire Authority Meetings

Board consideration to review and approve the updated 2024 meeting calendar and updated Bylaws reflecting monthly regular meetings starting in August, for the remainder of 2024.

Speaker: Jeff Willis, Fire Chief

FA7. Appointment of Vacant Seat on the Fire Authority Finance Committee

Board consideration of the Board Chair selecting one Director to fill the vacant seat and serve along with the current Finance Committee for remainder of the 2024 calendar year.

Speaker: Board Chair Walsh

FA8. Appointment of Vacant Seat on the Fire Authority Fire Code Appeals Board

Board consideration of the Board Chair selecting one Director to fill the vacant seat and serve along with the current Fire Code Appeals Board for remainder of the 2024 calendar year.

Speaker: Board Chair Walsh

FA9. Appointment of Vacant Seat on the Fire Authority Ad Hoc Strategic Planning Committee

Board consideration of the Board Chair selecting one Director to fill the vacant seat and serve along with the current Ad Hoc Strategic Planning Committee for remainder of the 2024 calendar year.

Speaker: Board Chair Walsh

FA10. Reserve Policy

Board consideration to review the draft reserve policy and assign to the Finance Committee for further discussion and revision.

Speaker: Kristin Mandolini, Director of Business Services

FA11. Possible Future Tax Revenue Anticipation Note from City of Big Bear Lake and Big Bear City Community Services District

Board consideration to proceed with each member agency to consider availability and terms for short term lending.

Speaker: Kristin Mandolini, Director of Business Services

FA12. Strategic Planning Discussion

Board consideration on future funding to assist with fund balance reserves and future staffing optimization be assigned back to the Ad Hoc Strategic Planning Committee for further discussion

Speaker: Kristin Mandolini, Director of Business Services

COMMITTEE REPORTS**An Ad Hoc Strategic Planning Committee meeting was held on:**

- July 1, 2024
 - In attendance was Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Jon Bidwell and Andrew Crane.
- July 22, 2024
 - In attendance was Director Putz, Director Rowe, and Vice Chair Segovia, with ex officio members Glenn Schwartzman and Andrew Crane.

A Finance Committee meeting was held on:

- July 9, 2024
 - In attendance was Director Herrick, Director Rowe, and Vice Chair Segovia

An Ad Hoc Personnel Committee meeting was held on:

- July 11, 2024
 - In attendance was Director Melnick and Vice Chair Segovia.

DIRECTORS' CLOSING COMMENTS

CLOSED SESSION PUBLIC COMMUNICATIONS: (Any member of the public is entitled to speak on Closed Session Agenda item. If you wish to address any other items listed on the Agenda, you must do so during Open Session.)

CLOSED SESSION**1. Public Employee Performance Evaluation (Government Code §54957)**

Title: Fire Chief

2. Conference with Labor Negotiators (Government Code § 54957.6)

Agency designated representatives: Chair Walsh

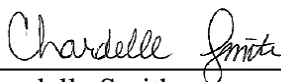
Unrepresented employee: Fire Chief

3. Public Employee Appointment (Government Code § 54957)

Title: Fire Chief (hiring process only)

REPORT FROM CLOSED SESSION**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 9th day of August, 2024.



Chardelle Smith
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 Chardelle Smith 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.