

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
AUGUST 21, 2024 — 6:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

The Closed Session was opened at 6:00 p.m.

I. CLOSED SESSION

- A. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Mark Hemmendinger, Sage Howell and Ray Peterson
Employee Organization: Paid Firefighters Union
Action Taken: No action taken
- B. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Mark Hemmendinger, Sage Howell and Ray Peterson
Employee Organization: Administrative Manager
Action Taken: No action taken
- C. Pursuant to Government Code §54957.6, the Board will hold a closed session for the following reason: CONFERENCE WITH LABOR NEGOTIATORS. District Subcommittee: Mark Hemmendinger, Sage Howell and Ray Peterson
Employee Organization: Battalion Chief's
Action Taken: No action taken

The Closed Session was adjourned at 7:40 p.m.

II. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President Mark Hemmendinger, called the Regular Board Meeting to order at 7:40 p.m. The agenda for this meeting was posted on August 15, 2024.

Directors Present: Mark Hemmendinger, Bob Moretti, Sage Howell, Bret Herman, Michael Gadoua, Brian Proteau, Ray Peterson

Minutes Conducted by: Jennifer Bechtold

The Pledge of Allegiance was said and a moment of silence was held in honor of Captain Kyle Heard.

III. ORAL AND WRITTEN COMMUNICATIONS

- A. Citizen Business/Public Comments on Items not appearing on Agenda

There was no public comment.

B. Correspondence and/or Presentations

There was no correspondence.

IV. APPROVAL OF MINUTES

A. Regular Board Meeting of July 17, 2024

July minutes should be amended to reflect Mr. Howell made the motion to accept the minutes and seconded by Mr. Herman.

Motion moved by Mr. Herman to approve the amended minutes of July 17, 2024 and seconded by Mr. Howell.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. CONSENT CALENDAR

A. Ratification of Checks Issued

Motion moved by Mr. Proteau to approve the consent calendar and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

VI. ADMINISTRATIVE COMMUNICATIONS

A. Firefighter's Union Report

No report filed.

B. Firefighters' Association Report

Captain DeJong thanked everyone for attending the public and family BBQ.

C. Chief's Report

Chief Veliquette reported the following items:

- 1.) District Activities - Budget preparation, labor negotiations, upcoming engineers promotional process (Sept/October), 500 defensible space inspections completed with 80% compliance, fire responses both locally and to the Park Fire, community open house and family BBQ held at the Liberty station, family Giants game.
- 2.) Upcoming events – September 23-25 Fire Districts Association Leadership Conference, California Fire Chiefs Association October 15-17.
- 3.) Respect paid to Captain Kyle Heard and his 21-year career at Rancho Adobe Fire.

D. Director Reports

No report filed.

E. Committee Reports

a. Finance/Budget

Mr. Hemmendinger noted the finance committee met to review the budget for the new fiscal year. Our current budget is on target, with several large expenditures paid up front in July.

b. Ad Hoc Capital Improvements

Mr. Proteau noted there has been no response from project manager contractors, so the report will be moved to the September Board meeting.

c. Ad Hoc Negotiations

One employment contract will be ratified this evening, and the other two MOUs are forthcoming.

The Public Hearing was opened at 7:43 p.m.

VII. PUBLIC HEARING

A. Presentation and Discussion on Final Budget FY 2024/2025 (1st Reading)

Mr. Hemmendinger reviewed the operating and capital budget. He noted that of the \$600K in rollover funds, over \$200K came from money not spent on firefighter/paramedic positions.

Mr. Gadoua asked if there were going to be any large expenses related to the mechanic position. Chief Veliquette said not this year. The position will primarily work out of the Liberty station and also be mobile utilizing a work truck. Future costs will include infrastructure upgrades.

Mr. Proteau asked about projected health costs and how this is calculated. Chief Veliquette replied the projections are based on last fiscal year's totals plus an estimated 6% increase, which is only on Kaiser premiums, not the health savings deposits.

Chief Veliquette spoke about the capital budget and reviewed the costs we are attributing this fiscal year, as well as new accounts that will be added to reserves.

The Public Hearing was adjourned at 8:06 p.m.

VIII. NEW BUSINESS

A. Resolution R-2: Resolution Adopting Prop IV Limit for FY 2024/2025

Mr. Hemmendinger noted the District's Prop IV limit is proposed at \$9,078,109.00 for FY 24/25.

Motion moved by Mr. Petersen to adopt Resolution R-2, adopting a Prop IV Limit of \$9,078,109 for FY 2024/2025, and seconded by Mr. Herman.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Roll Call:

Mr. Proteau – aye

Mr. Howell – aye

Mr. Peterson – aye

Mr. Gadoua – aye

Mr. Moretti – aye

Mr. Hemmendinger – aye

Mr. Herman – aye

B. Consideration of Employment Agreement between the District and the Administrative Manager for July 1, 2024 – June 30, 2025

Mr. Hemmendinger noted one phrase for holiday pay has been revised to state that

any additional holidays added will be completed through the meet and confer process. Additionally, a pay increase will be in effect beginning January 1, 2025.

Motion moved by Mr. Gadoua to approve the Administrative Manager's Employment Agreement for FY 2024/2025 and seconded by Mr. Peterson.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

C. Discussion on First Responder BLS Agreement with Sonoma County Fire District

Chief Veliquette commented that when SCFD took over ambulance service in County, this allowed them to enter into agreements with local fire districts who initiate patient care, that in turn, extends the ambulance response time to four minutes. As part of the contract, Rancho Adobe Fire will need to meet response times 90% or greater. Annual compensation will be \$125,000 paid quarterly.

Mr. Howell asked if we could revisit the compensation amount in the future for a cost escalation. Chief Veliquette said we can do that. Mr. Peterson asked how we can ensure that we are meeting the timeframes and Chief Veliquette responded that this information will be tracked through a surveillance program called First Watch. Information will be shared with the Board.

Motion moved by Mr. Howell to approve the First Responder BLS Agreement with SCFD and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

D. Discussion and Approval of Mechanics Position

Chief Veliquette reviewed the proposed fire mechanics position with the Board of Directors. He explained this will be a for-Rancho Adobe position and depending on availability, we could use this person to farm out services. We have already had reach-outs from local agencies to assist with their repair programs. This position will allow current staff to be more engaged in fire work rather than working on equipment. Additionally, we would have one person overseeing the fleet who would become a specialist at repairing our equipment.

Mr. Hemmendinger said he has gone through the job posting and has some suggested clarifying language. One additional change would be to include language in the job posting that we may farm out mechanic services to other agencies. He also suggested that we go through our own equipment to ensure it meets OSHA standards prior to hiring this position.

Motion moved by Mr. Proteau to approve the creation of the Fire Mechanics position and seconded by Mr. Gadoua.

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IX. DIRECTION ON FUTURE AGENDA ITEMS

- Discussion of capital improvements contractor
- Discussion on establishing a 115 Trust
- Final operating and capital budget adoption
- Battalion Chief and Union MOU approvals

Final comments regarding the passing of Captain Heard: Mr. Hemmendinger remarked that Captain Heard was always positive and this had a huge impact on the organization. Mike Weihman noted that he worked alongside Captain Heard most of his career and read a statement. Captain DeJong said the amount of people that showed up on a moments notice was very powerful and thanked everyone. Chief Veliquette commented that he is incredibly proud of the organization and their care and compassion.

X. **ADJOURNMENT**

With no further business to discuss, the Regular Board meeting was adjourned at 8:32 p.m. in memory of Captain Heard.

Respectfully submitted,

Jennifer Bechtold, Board Clerk

Date Approved by Board: September 18, 2024