

MINUTES

FIVE CITIES FIRE AUTHORITY BOARD MEETING FRIDAY, FEBRUARY 19, 2021

Due to the County of San Luis Obispo's Executive Order to shelter at home and Pursuant to the Governor's Executive Order N-25-20, members of the Board and staff participated in this meeting via teleconference. Members of the public were invited to participate in the meeting by listening in and could comment electronically by submitting public comments to the Clerk to the Board at tmeyers@fivecitiesfire.org.

CALL TO ORDER:

Chair Storton called the Five Cities Fire Authority (FCFA) Board meeting to order at 10:00 a.m.

FLAG SALUTE:

Chair Storton led the Flag Salute.

ROLL CALL:

FCFA Board: Chair Keith Storton, Vice Chair Jeff Lee and Board Member Karen White.

FCFA Staff Present: Fire Chief Stephen Lieberman, General Counsel Dave Hale and Clerk to the Board Tricia Meyers.

AGENDA REVIEW:

Chief Lieberman requested that New Business Item B. be pulled from the agenda for staff to review the purchasing policy.

Action: Board Member White moved, Vice Chair Lee seconded, and the motion passed unanimously to approve the revised Five Cities Fire Authority's Agenda by a roll call vote.

AYES: White, Lee, Storton

NOES: None

ABSENT: None

ABSTAIN: None

APPROVAL OF MINUTES:

Consideration of Approval of Minutes

Action: Approved the minutes of the Board Meeting on January 15, 2021 with a roll call vote.

AYES: White, Lee, Storton

NOES: None

ABSENT: None

ABSTAIN: None

COMMUNITY COMMENTS AND SUGGESTIONS:

None.

CONSENT AGENDA:

1. Consideration of Cash Disbursement Activity.

Chair White asked about overtime costs and Personal Protective Equipment(PPE) purchase. Chief Lieberman explained that the PPE were for structural turnouts that were identified in the current budget. He also reported that there was additional overtime due to staff working at the vaccination sites. No public comment received.

Action: Received and filed the listing of cash disbursements for the period of January 1, 2021 through January 31, 2021.

AYES: Lee, White, Storton
NOES: None
ABSENT: None
ABSTAIN: None

PUBLIC HEARINGS:

None.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

- a. **Consideration of Authorization to Execute Agreement for Reimbursement of Costs Associated with COVID-19 Vaccination Efforts.** Chief Lieberman presented the staff report regarding an agreement for reimbursement costs for staff working at the point of distribution(POD) sites. The agreement lays out a framework for cost reimbursement from the County for Five Cities Fire Authority staff time hours worked at POD sites. No public comment received.

Action: Vice Chair Lee moved, and Board Member White seconded the motion to authorize the Fire Chief to execute an agreement with the County of San Luis Obispo to facilitate the reimbursement of costs incurred associated with supporting the County's COVID-19 vaccination efforts. The motion passed on the following roll call vote:

AYES: Lee, White, Storton
NOES: None
ABSENT: None
ABSTAIN: None

BOARD MEMBER ITEMS:

None.

GENERAL COUNSEL ITEMS:

None.

FIRE CHIEF ITEMS:

- a. Chief Lieberman is working on leads to sell the Ford Explorer.
- b. The county has obtained a contract with an organization called SnapNurse, which will begin to provide the staffing at the POD vaccine sites. Department staff will no longer be needed. Chief Lieberman is trying to identify an alternate site for Arroyo Grande due to students returning to school at Arroyo Grande High School. The South County Regional Center is an option.
- c. Chief Lieberman plans on bringing a mid-year budget review and the audit report for last fiscal year to the Board in March. The mid-year budget review will include unanticipated strike team revenue and the purchase of needed Kenwood radio equipment.
- d. Staff will be prioritizing equipment that is needed for the next fiscal year budget.
- e. Chief Lieberman followed Board direction and reached out to city managers regarding the needed replacement of a Type 3 Engine. The first lease payment would be due on July 1, 2022.
- f. Five Cities Fire Authority(FCFA) has made operational changes in regards to the Reserve Firefighter positions. The department has three Reserve positions working at Station 3. One Reserve is unable to work due to an injury and another is actively testing for a full-time position with other departments. Chief Lieberman made the decision to fill open shifts with career personnel to avoid closing Station 3. This change will have an impact on the budget.
- g. Friends of FCFA voted to purchase an \$8,000.00 forcible entry prop for the department. FCFA is very grateful for their support.

BOARD COMMUNICATIONS:

Chair White has requested the meeting time of the Five Cities Fire Authority board meeting be placed on a future agenda to discuss possible changes.

CLOSED SESSION:

None.

ADJOURNMENT:

Chair Storton adjourned the meeting at 10:35 a.m. The next Board meeting is scheduled for March 19, 2021, at 10:00 a.m. via teleconference.

/s/ Keith Storton, Chair

ATTEST:

/s/ Tricia Meyers, Clerk to the Board

(Approved at Board Meeting on 03/19/2021)