

FIVE CITIES FIRE AUTHORITY



Jeff Lee, Chair
Karen White, Vice Chair
Keith Storton, Board Member

Stephen C. Lieberman, Executive Officer
Tricia Meyers, Clerk to the Board
David P. Hale, General Counsel

AGENDA

BOARD MEETING

FRIDAY, NOVEMBER 18, 2022–9:00 A.M.
City of Grover Beach Council Chambers
154 South Eighth Street, Grover Beach, CA

CALL TO ORDER

FLAG SALUTE

ROLL CALL

AGENDA REVIEW:

At this time the Board will review the order of business to be conducted and receive requests for, or make announcements regarding any change(s) in the order of the day. The Board should, by motion, approve the agenda as presented or as revised.

COMMUNITY COMMENTS AND SUGGESTIONS:

This public comment period is an invitation to members of the community to present issues, thoughts, or suggestions on matters not scheduled on this agenda. Comments should be limited to those matters that are within the jurisdiction of the Board. The Brown Act restricts the Board from taking formal action on matters not published on the agenda. In response to your comments, the Chair or Vice Chair may:

- Direct Authority staff to assist or coordinate with you.
- A Board Member may state a desire to meet with you.
- It may be the desire of the Board to place your issue or matter on a future Board agenda.

BOARD MEETING AGENDA – NOVEMBER 18, 2022
PAGE 2

CLOSED SESSION:

- a. **CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6:

Agency Negotiators: Che Johnson - Law Firm of Liebert Cassidy Whitmore
Nicole Valentine – Director of Admin. Services – Arroyo Grande
Karla Mattocks - Human Resources Coordinator-Grover Beach
Tashina Ureno – Human Resources Manager-Arroyo Grande

Represented Employees: International Association of Fire Fighters (IAFF) Local 4403

- b. **Public Employee Performance Evaluation, Gov. Code Section 54957**
Position: Fire Chief/Executive Officer

RECONVENE TO OPEN SESSION:

Announcement of reportable action from closed session, if any.

CONSENT AGENDA:

The following routine items listed below are scheduled for consideration as a group. The recommendations for each item are noted. Any member of the public who wishes to comment on any Consent Agenda item may do so at this time. Any Board Member, the Fire Chief or General Counsel may request that any item be pulled from the Consent Agenda to permit discussion or change the recommended course of action. The Board may approve the remainder of the Consent Agenda on one motion.

1. **Consideration of Approval of Minutes**(MEYERS)
Recommended Action: Approve the minutes of the Special Board Meeting of October 14, 2022.
2. **Consideration of Cash Disbursement Activity**(LIEBERMAN)
Recommended Action: Receive and file the listing of cash disbursements for the period of October 1 to October 31, 2022.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

- a. **Consideration of a Salary Adjustment and Approval of an Amendment No. 5 to the Employment Agreement for Stephen C. Lieberman as Fire Chief/Executive Officer**
(HALE)
Recommended Action: Approve Amendment No. 5 to the Fire Chief/Executive Officer's employment agreement.

BOARD MEMBER ITEMS:

The following item(s) are placed on the agenda by a Board Member who would like to receive feedback, obtain consensus to direct staff to prepare information, and/or request a formal agenda report be prepared and the item placed on a future agenda. No formal action can be taken.

None.

FIRE CHIEF ITEMS:

The following item(s) are placed on the agenda by the Fire Chief in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

- a. Fire Chief Updates

GENERAL COUNSEL ITEMS:

The following item(s) are placed on the agenda by the General Counsel in order to receive comments, feedback and/or request direction from the Board. No formal action can be taken.

None.

BOARD COMMUNICATIONS:

Correspondence/Comments as presented by the Board.

ADJOURNMENT

All staff reports or other written documentation, including any supplemental material distributed to a majority of the Board within 72 hours of a regular meeting, relating to each item of business on the agenda are available for public inspection during regular business hours in the Clerk to the Board's office, 140 Traffic Way, Arroyo Grande. If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by the Americans with Disabilities Act. To make a request for disability-related modification or accommodation, contact the Clerk to the Board's office at 805-473-5490 as soon as possible and at least 48 hours prior to the meeting date.

BOARD MEETING AGENDA – NOVEMBER 18, 2022

PAGE 4

Any documentation or materials to be submitted by the General Public for consideration by the Board shall be submitted to the Clerk to the Board by email at tmeyers@fivecitiesfire.org, no later than 24 hours prior to the above scheduled time for the Five Cities Fire Authority Board meeting. Failure to submit documents or any materials at least 24 hours prior to the scheduled time for the Board meeting shall be grounds for the Board to reject consideration or review of those items unless otherwise required by state or local laws.

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This agenda was prepared and posted pursuant to Government Code Section 54954.2. Agendas are posted at the Arroyo Grande City Hall, 300 E. Branch Street, Arroyo Grande, Headquarters ~ Station 1, 140 Traffic Way, Arroyo Grande, the Grover Beach City Hall, 154 S. 8th Street, Grover Beach, Station 2, 701 Rockaway Avenue, Grover Beach, and Oceano Community Services District, 1655 Front Street, Oceano.

Agenda reports can be accessed and downloaded from the Five Cities Fire Authority Website at www.fivecitiesfireauthority.org.

MINUTES

FIVE CITIES FIRE AUTHORITY SPECIAL BOARD MEETING FRIDAY, OCTOBER 14, 2022

CALL TO ORDER:

Chair Lee called the Five Cities Fire Authority (FCFA) Board meeting to order at 09:00 a.m.

FLAG SALUTE:

Chair Lee, led the Flag Salute.

ROLL CALL:

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

FCFA Staff Present: Chief Stephen Lieberman, General Counsel Molly Thurmond and Clerk to the Board Tricia Meyers

AGENDA REVIEW:

Action: Vice Chair White moved, Board Member Storton seconded, and the motion passed unanimously to approve the agenda of the Five Cities Fire Authority's by a voice vote.

AYES: White, Storton, Lee

NOES: None

ABSENT: None

ABSTAIN: None

COMMUNITY COMMENTS AND SUGGESTIONS:

Battalion Chief Riki Heath thanked the Board Members for their service.

CONSENT AGENDA:

Action: Board Member Storton moved, and Vice Chair White seconded the motion to approve the Consent Agenda. No public comment was received. The motion passed on the following roll call vote:

AYES: Storton, White, Lee

NOES: None

ABSENT: None

ABSTAIN: None

1. Consideration of Approval of Minutes.

Action: Approved minutes of the Special Board Meeting of September 27, 2022.

2. Consideration of Cash Disbursement Activity.

Action: Received and filed the listing of cash disbursements for the period of September 1, 2022 through September 30, 2022.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

- a. **Consideration of Budget Review for Fiscal Year 2022-23 and Approve 7 Budget Adjustment Requests.** Treasurer Valentine presented the staff report and summarized the requested budget adjustments. There were both carryovers and request to appropriate a portion of the fund balance for needed projects. No public comment was received.

Action: Board Member Storton moved, and Vice Chair White seconded the motion to approve and amend the budget for Fiscal Year 2022-23. The motion passed on the following roll call vote:

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

BOARD MEMBER ITEMS:

None.

FIRE CHIEF ITEMS:

- a. Chief Lieberman continues to meet with the Arroyo Grande and Grover Beach city managers while they evaluate what level of fire service the cities want moving forward. He displayed a slide presentation to the Board with the information the managers have received regarding the current status of FCFA and what the future staffing needs are of the department. Due to call volume statistics and analysis, staff recommends to add additional staffing to complete a third company. A fourth company will be necessary very soon. Chief Lieberman explained that additional staffing is also needed for community risk reduction.

GENERAL COUNSEL ITEMS:

None.

BOARD COMMUNICATIONS:

None.

CLOSED SESSION:

The Board adjourned to a Closed Session at 10:13 a.m. concerning the following item:

- a. **CONFERENCE WITH LABOR NEGOTIATORS** pursuant to Government Code Section 54957.6:

Agency Negotiators: Che Johnson – Law Firm of Liebert Cassidy Whitmore
Nicole Valentine – Accounting Manager – Arroyo Grande
Karla Mattocks – Human Resources Coordinator-Grover Beach
Tashina Ureno – Human Resources Manager-Arroyo Grande

Represented Employees: International Association of Fire Fighters (IAFF) Local 4403

RECONVENE TO OPEN SESSION:

General Counsel Thurmond called the meeting back to order at 10:48 a.m. with no reportable action.

ADJOURNMENT:

Chair Lee adjourned the meeting at 10:49 a.m.

JEFF LEE, CHAIR

ATTEST:

TRICIA MEYERS, CLERK TO THE BOARD



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** November 18, 2022

FROM: Stephen C. Lieberman, Fire Chief
Nicole Valentine, Treasurer

SUBJECT: Consideration of Cash Disbursement Ratification

RECOMMENDATION

It is recommended that the Five Cities Fire Authority (FCFA) Board of Directors review, receive and accept the attached listing of cash disbursements for the period October 1 through October 31, 2022.

BACKGROUND

The FCFA JPA agreement identifies the City of Arroyo Grande as the agency providing financial services to the fire department. The City processes payroll and accounts payable on behalf of the FCFA. Historically, the City has processed FCFA payroll on City checks (using a City bank account). The City recovers 100% of these payroll costs along with related staff time. FCFA staff is working with the City to determine if payroll can be processed utilizing FCFA checks/bank account.

Cash disbursements are made weekly based on the submission of all required documentation and supporting invoices for costs incurred/services rendered. The Fire Chief reviews all disbursement documents before they are submitted to the City for processing.

FISCAL IMPACT

There is a \$442,363.61 fiscal impact that includes the following items:

- Accounts Payable Checks \$ 63,458.08
- Payroll and Benefit Checks 378,905.53

ALTERNATIVES

The following alternatives are provided for the Board's consideration:

1. Approve the staff recommendation
2. Do not approve the staff recommendation
3. Provide other direction.

ATTACHMENTS

October 1 through October 31, 2022 Accounts Payable Register
October 1 through October 31, 2022 Payroll and Check Register

PREPARED BY

Stephen C. Lieberman, Fire Chief

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
OCTOBER 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
1	10/05/2022	8511	\$ 173.30	REPAIR PUMP	290.4211.5604	AQUA SYSTEMS, INC
2	10/05/2022	8511	(35.00)	CREDIT-DEPOSIT RETURN 5 GALL CONTAINER	290.4211.5604	AQUA SYSTEMS, INC
3	10/05/2022	8512	266.14	SHOP SUPPLIES-RENTAL MOPS, MAT	290.4211.5303	ARAMARK UNIFORM SERVICES
4	10/05/2022	8513	326.20	ACCT#287284288210 IPAD WIRELES	290.4211.5403	AT&T MOBILITY
5	10/05/2022	8514	1,472.09	STN 1 PREVENTATIVE MAINTENANCE SERVICE	290.4211.5303	BAUER COMPRESSORS, INC
6	10/05/2022	8514	2,693.04	STN 2 PREVENTATIVE MAINTENANCE SERVICE	290.4211.5303	BAUER COMPRESSORS, INC
7	10/05/2022	8514	521.33	CALIBRATE GAS DETECTOR	290.4211.5603	BAUER COMPRESSORS, INC
8	10/05/2022	8515	480.75	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
9	10/05/2022	8516	211.62	ACCT#8245100960102339 STN 1 TV	290.4211.5401	CHARTER COMMUNICATIONS
10	10/05/2022	8517	1,786.39	STN 2 PG&E COSTS-6/17-7/19	290.4211.5401	CITY OF GROVER BEACH
11	10/05/2022	8518	122.62	STN 2 WATER 7/1-9/1	290.4211.5401	CITY OF GROVER BEACH
12	10/05/2022	8519	2,444.49	FUEL	290.4211.5608	JB DEWAR, INC
13	10/05/2022	8520	1,172.75	BANDSAW & GRINDER	290.4211.5601	LAWSON PRODUCTS, INC
14	10/05/2022	8520	25.55	CRIMP TOOL	290.4211.5601	LAWSON PRODUCTS, INC
15	10/05/2022	8520	358.66	PORTABLE POWER PACK	290.4211.5601	LAWSON PRODUCTS, INC
16	10/05/2022	8520	782.81	GRINDER KIT	290.4211.5601	LAWSON PRODUCTS, INC
17	10/05/2022	8521	83.98	HOSE & HOSE ADAPTER	290.4211.5255	MINER'S ACE HARDWARE, INC
18	10/05/2022	8521	25.82	DEODORIZER-BAKING SODA	290.4211.5255	MINER'S ACE HARDWARE, INC
19	10/05/2022	8522	175.00	MEMBERSHIP RENEWAL	290.4211.5503	NFPA - NATL FIRE PROTECTION
20	10/05/2022	8523	2,009.65	ELECTRIC-STN 1 8/15-8/31	290.4211.5401	PACIFIC GAS & ELECTRIC CO
21	10/05/2022	8524	2,244.52	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
22	10/05/2022	8524	235.20	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
23	10/05/2022	8525	102.10	CHARGER	290.4211.5273	SNAP-ON INDUSTRIAL
24	10/05/2022	8526	162.71	GAS SERVICES-STN 2 8/15-9/14	290.4211.5401	SOCALGAS
25	10/05/2022	8527	11,090.51	E-6692 FRONT ACCIDENT REPAIR	290.4211.5601	SOUTH COAST EMERGENCY
26	10/05/2022	8528	177.79	ICE MACHINE RENTAL	290.4211.5303	TOGNAZZINI BEVERAGE SERVICE
27	10/05/2022	8529	32.40	NAME STENCIL-BRUSH COAT	290.4211.5272	TURNOUT MAINTENANCE CO LLC
28	10/05/2022	8529	453.60	NAME STENCIL-14 BRUSH COATS	290.4211.5272	TURNOUT MAINTENANCE CO LLC
29	10/05/2022	8530	35.09	KONICA COPIER CONTRACT-OVERAGE	290.4211.5602	ULTREX BUSINESS PRODUCTS (DBA)
30	10/13/2022	8531	807.94	(2) NFPA BUNKER BOOTS-FERGUSON	290.4211.5272	ALLSTAR FIRE EQUIPMENT, INC
31	10/13/2022	8532	266.14	SHOP SUPPLIES-RENTAL-MOPS, MAT	290.4211.5303	ARAMARK UNIFORM SERVICES
32	10/13/2022	8533	779.55	BAN#9391033185 PHONE LINES 8/25-9/24	290.4211.5403	AT&T
33	10/13/2022	8533	174.87	BAN#9391033179 STN 3 MONTHLY CIRCUIT	290.4211.5403	AT&T
34	10/13/2022	8533	174.87	BAN#9391033178 STN 2 MONTHLY CIRCUIT	290.4211.5403	AT&T
35	10/13/2022	8534	65.92	BLOWER MOTOR	290.4211.5601	CARQUEST AUTO PARTS
36	10/13/2022	8534	(23.71)	CREDIT-CORE RETURN	290.4211.5601	CARQUEST AUTO PARTS
37	10/13/2022	8535	118.75	ACCT#8245101000202519 STN 2 TV	290.4211.5401	CHARTER COMMUNICATIONS

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
OCTOBER 1 - 31, 2022

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Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
38	10/13/2022	8535	\$ 93.80	ACCT#8245101010116287 STN 3 TV	290.4211.5401	CHARTER COMMUNICATIONS
39	10/13/2022	8536	39.00	09/22 PROF LEGAL SVCS	290.4211.5303	DANER LAW FIRM APLC
40	10/13/2022	8537	1,369.00	09/22 PROF LEGAL SVCS	290.4211.5303	DAVID P. HALE
41	10/13/2022	8538	832.31	OIL DRUM	290.4211.5608	JB DEWAR, INC
42	10/13/2022	8539	68.92	BULB, FILTER BAG, GARBAGE BAGS	290.4211.5604	MINER'S ACE HARDWARE, INC
43	10/13/2022	8540	141.28	CLEANING SUPPLIES	290.4211.5604	PROCARE JANITORIAL SUPPLY
44	10/13/2022	8541	223.69	PARTS WASHER , SAMPLE TUBE	290.4211.5325	SAFETY-KLEEN SYSTEMS, INC
45	10/13/2022	8542	237.98	E6661-TIRE ROTATION, BALANCE	290.4211.5601	SANTA MARIA TIRE, INC
46	10/13/2022	8543	267.31	GAS SERVICES-STN 1 8/25-9/26	290.4211.5401	SOCALGAS
47	10/13/2022	8544	9,499.90	(10) DUTY-BUILT STATION RECLINERS	290.4211.5508	WORKING FIRE FURNITURE &
48	10/13/2022	8544	200.00	ONE TIME ART SETUP FEE	290.4211.5508	WORKING FIRE FURNITURE &
49	10/18/2022	8545	28.39	PASSPORT NAMETAGS (12)	290.4211.5255	ADVANCE MARKING SYSTEMS
50	10/18/2022	8546	344.95	OXYGEN CYLINDER - RENTAL	290.4211.5303	AIRGAS USA, LLC
51	10/18/2022	8547	411.32	NFPA BUNKER BOOTS	290.4211.5272	ALLSTAR FIRE EQUIPMENT, INC
52	10/18/2022	8547	466.32	FIRE HELMET	290.4211.5272	ALLSTAR FIRE EQUIPMENT, INC
53	10/18/2022	8548	45.96	O'REILLY AUTO PARTS-VEHICLE MAINTENANCE	290.4211.5601	BANK OF AMERICA
54	10/18/2022	8548	108.43	TRAEGER-DIGITAL CONTROLLER	290.4211.5603	BANK OF AMERICA
55	10/18/2022	8548	761.40	CAL CHIEFS CONFERENCE-HOTEL	290.4211.5512	BANK OF AMERICA
56	10/18/2022	8548	42.26	IN N OUT BURGER-TRAVEL MEAL	290.4211.5512	BANK OF AMERICA
57	10/18/2022	8548	85.00	CAL CHIEF'S CONFERENCE-PARKING	290.4211.5512	BANK OF AMERICA
58	10/18/2022	8548	113.06	EFREN'S -CREW MEAL	290.4211.5512	BANK OF AMERICA
59	10/18/2022	8548	49.15	USPS-STAMPS, POSTAGE	290.4211.5208	BANK OF AMERICA
60	10/18/2022	8548	7.24	SMART & FINAL-MEETING SUPPLIES	290.4211.5508	BANK OF AMERICA
61	10/18/2022	8548	570.05	COYOTE FIRE FUEL	290.4211.5608	BANK OF AMERICA
62	10/18/2022	8548	1,753.39	FUEL-CHEVRON, SHELL, PILOT, 76	290.4211.5608	BANK OF AMERICA
63	10/18/2022	8548	102.35	OFFICE DEPOT-BATTERIES	290.4211.5255	BANK OF AMERICA
64	10/18/2022	8548	40.57	WALMART-DEPT SUPPLIES-COFFEE	290.4211.5255	BANK OF AMERICA
65	10/18/2022	8548	23.72	WALMART-BAKING SODA	290.4211.5255	BANK OF AMERICA
66	10/18/2022	8548	49.77	AMAZON-DISHWASHER RACK	290.4211.5604	BANK OF AMERICA
67	10/18/2022	8548	35.95	LIND ELECTRONICS-LAPTOP POWER	290.4211.5606	BANK OF AMERICA
68	10/18/2022	8548	88.62	TECHTOOL SUPPLY-ANTENNA, HOLE SAW KIT	290.4211.5606	BANK OF AMERICA
69	10/18/2022	8548	42.10	FREIGHT	290.4211.5606	BANK OF AMERICA
70	10/18/2022	8548	346.00	AMERICAN COMM SYS-BK BATTERIES	290.4211.5606	BANK OF AMERICA
71	10/18/2022	8548	331.44	AMAZON-TONERS	290.4211.5201	BANK OF AMERICA
72	10/18/2022	8548	42.98	AMAZON-CHECKS FOR AP	290.4211.5201	BANK OF AMERICA
73	10/18/2022	8548	111.95	OFFICE DEPOT-OFFICE SUPPLIES	290.4211.5201	BANK OF AMERICA
74	10/18/2022	8548	26.85	NNA SVCS-NOTARY STAMP	290.4211.5201	BANK OF AMERICA

FIVE CITIES FIRE AUTHORITY
CHECK LISTING
OCTOBER 1 - 31, 2022

ATTACHMENT 1

Line	Check Date	Check #	Amount	Description	Acct #	Vendor Name
75	10/18/2022	8548	\$ 95.56	OFFICE DEPOT-COPIER PAPER	290.4211.5201	BANK OF AMERICA
76	10/18/2022	8548	14.99	ZOOM	290.4211.5403	BANK OF AMERICA
77	10/18/2022	8548	53.37	SECURE CONFERENCE	290.4211.5403	BANK OF AMERICA
78	10/18/2022	8548	175.00	PEACH JAR-FLYER DISTRIBUTION	290.4211.5504	BANK OF AMERICA
79	10/18/2022	8548	0.99	APPLE-CHIEF'S IPHONE STORAGE	290.4211.5607	BANK OF AMERICA
80	10/18/2022	8548	20.00	SQUARE SPACE DOMAIN RENEWAL	290.4211.5607	BANK OF AMERICA
81	10/18/2022	8548	39.99	APPLE.COM-GPS APP	290.4211.5607	BANK OF AMERICA
82	10/18/2022	8548	19.99	ADOBE-LANDGLIDE APP	290.4211.5607	BANK OF AMERICA
83	10/18/2022	8549	523.46	EMS SUPPLIES	290.4211.5206	BOUND TREE MEDICAL, LLC
84	10/18/2022	8550	71.59	REIMBURSEMENT FOR EMT RECERT	290.4211.5501	CARL BRANDT
85	10/18/2022	8551	209.98	ACCT#8245100960252290 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
86	10/18/2022	8552	770.41	WILDLAND PANTS - 2	290.4211.5272	L N CURTIS & SONS
87	10/18/2022	8553	1,788.88	ANNUAL LADDER TESTING	290.4211.5303	FAILSAFE TESTING, LLC
88	10/18/2022	8554	2,249.11	FUEL	290.4211.5608	JB DEWAR, INC
89	10/18/2022	8555	156.00	PROFESSIONAL SERVICES - AUG 2022	290.4211.5303	MOLLY THURMOND P.C.
90	10/18/2022	8556	64.00	EMT RECERTIFICATION	290.4211.5501	SLO COUNTY EMS AGENCY
91	10/18/2022	8557	52.50	STERI-SAFE COMPLIANCE, HAZARDOUS DRUG DISPOSAL	290.4211.5303	STERICYCLE INC.
92	10/18/2022	8558	108.92	11/22 SCHEDULING SOFTWARE	290.4211.5607	TARGETSOLUTIONS LEARNING, LLC
93	10/26/2022	8559	93.48	BULLARD BRUSH HELMET	290.4211.5272	ALLSTAR FIRE EQUIPMENT, INC
94	10/26/2022	8560	292.86	SHOP SUPPLIES - RENTAL	290.4211.5303	ARAMARK UNIFORM SERVICES
95	10/26/2022	8561	33.97	CIRCUIT LINE TO AGPD	290.4211.5403	AT & T
96	10/26/2022	8562	209.98	ACCT#8245101000239800 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
97	10/26/2022	8562	209.98	ACCT#8245101010138133 INTERNET	290.4211.5401	CHARTER COMMUNICATIONS
98	10/26/2022	8563	900.00	EMS CE COORDINATOR SERVICES (OCT-DEC 2022)	290.4211.5303	KATHRYN COLLINS
99	10/26/2022	8564	306.67	ABSORBENT	290.4211.5325	JB DEWAR, INC
100	10/26/2022	8565	40.50	SMOG TEST 2010 CHEVROLET SILVERADO 3500	290.4211.5601	MASTERTECH AUTOMOTIVE
101	10/26/2022	8566	788.00	HAZ MAT TEAM PHYSICAL	290.4211.5315	MEDSTOP URGENT CARE CENTERS
102	10/26/2022	8567	21.73	SMALL TOOLS	290.4211.5273	MINER'S ACE HARDWARE, INC
103	10/26/2022	8567	9.77	BULB-VEHICLE MAINT	290.4211.5601	MINER'S ACE HARDWARE, INC
104	10/26/2022	8568	1,688.47	UTILITIES - STATION 1	290.4211.5401	PACIFIC GAS & ELECTRIC CO
105	10/26/2022	8569	154.33	UTILITIES: 9/14/2022-10/13/2022	290.4211.5401	SOCALGAS
106	10/26/2022	8570	647.75	BADGES (5)	290.4211.5276	SYMBOL ARTS
107	10/26/2022	8571	648.00	TURNOUT CLEANING AND REPAIRS	290.4211.5272	TURNOUT MAINTENANCE CO LLC
			<u>\$ 63,458.08</u>			

FIVE CITIES FIRE AUTHORITY

DEPARTMENTAL LABOR DISTRIBUTION

PAY PERIOD

09/16/2022 - 09/29/2022

10/7/2022

BY ACCOUNT

5101	Salaries Full time	76,333.18
5102	Salaries Part-Time - PPT	787.36
5103	Salaries Part-Time - TPT	432.00
5105	Salaries OverTime	37,848.66
5106	Salaries Strike Team OT	18,803.32
5108	Holiday Pay	3,882.80
5109	Sick Pay	194.48
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	2,234.64
5114	Comp Pay	7,219.52
5115	Annual Leave Pay	951.37
5121	PERS Retirement	20,429.24
5122	Social Security	10,213.03
5123	PARS Retirement	11.81
5126	State Disability Ins.	1,120.89
5127	Deferred Compensation	125.00
5131	Health Insurance	17,321.69
5132	Dental Insurance	963.07
5133	Vision Insurance	273.27
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
5137	Leave Payouts	-
5151	Cell Phone Allowance	-
		199,421.19

<p>FIVE CITIES FIRE AUTHORITY</p> <p>DEPARTMENTAL LABOR DISTRIBUTION</p> <p>PAY PERIOD</p> <p>09/30/22 - 10/13/22</p> <p>10/21/2022</p>
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BY ACCOUNT

5101	Salaries Full time	80,268.60
5102	Salaries Part-Time - PPT	787.36
5103	Salaries Part-Time - TPT	432.00
5105	Salaries OverTime	33,591.44
5106	Salaries Strike Team OT	1,297.44
5108	Holiday Pay	3,960.51
5109	Sick Pay	886.40
5110	Annual Leave Buyback	-
5111	Vacation Buyback	-
5112	Sick Leave Buyback	-
5113	Vacation Pay	989.53
5114	Comp Pay	8,247.23
5115	Annual Leave Pay	588.72
5121	PERS Retirement	20,377.72
5122	Social Security	8,217.76
5123	PARS Retirement	11.81
5126	State Disability Ins.	868.81
5127	Deferred Compensation	125.00
5131	Health Insurance	17,325.27
5132	Dental Insurance	968.16
5133	Vision Insurance	264.72
5134	Life Insurance	121.52
5135	Long Term Disability	154.34
5137	Leave Payouts	-
5151	Cell Phone Allowance	-
		179,484.34



STAFF REPORT

TO: Chair and Board Members **MEETING DATE:** Nov. 18, 2022

FROM: David Hale, General Counsel

SUBJECT: Consideration of a Salary Adjustment and Approval of Amendment No. 5 to Employment Agreement for Stephen C. Lieberman as Fire Chief/Executive Officer

RECOMMENDATION

Based on the outcome of the scheduled closed session related to the performance evaluation of the Fire Chief, it is recommended the Board of Directors consider a salary adjustment and approve Amendment No. 5 to the Fire Chief/Executive Officer's employment agreement, or provide other direction to staff.

BACKGROUND

The Board initiated a performance evaluation of the Fire Chief in August 2022. Staff, by direction of the Board, is bringing this matter back to the Board subject to public discussion, to deliberate on whether the Chief is entitled to a salary adjustment and if so, in what amount. A sample Amendment to the Chief's contract is attached with the amount of any adjustment to be filled in by direction of the Board upon completion of their deliberation.

The Fire Chief has been employed with FCFA for 8 years. The Board initially had discussions in August related to the Chief's performance but has not finalized any negotiations or discussions related to salary until this meeting. Staff recommends any adjustments to the Chief's salary, as determined by the Board, be approved and applied effective November 11, 2022.

FISCAL IMPACT

Fiscal impact is consistent with the approved annual salary range previously approved by the Board in the FY 2022-23 budget.

ALTERNATIVES

No alternatives are presented.

ATTACHMENT

Amendment No. 5

PREPARED BY

David Hale, General Counsel

AMENDMENT NO. 5 TO
EMPLOYMENT AGREEMENT
FOR
STEPHEN C. LIEBERMAN

This Amendment No. 5 to the Employment Agreement for Stephen C. Lieberman, dated December 8, 2014, ("Agreement") is hereby made and entered into this 18th day of November, 2022 by and between the Five Cities Fire Authority, a Joint Powers Authority under California Government Code, Sections 6500 et seq., ("Authority") and Stephen C. Lieberman, an individual ("the Employee"), collectively referred to herein as ("Parties"), both of whom agree to the terms and conditions of this Amendment No. 5 to the Agreement as follows:

NOW THEREFORE, in consideration of mutual covenants herein contained, the parties agree as follows:

1.) Section 3 entitled "Salary" is modified as follows:

Authority agrees that Employee's annual base salary shall be _____ commencing on November 11, 2022. The annual base salary is payable in equal installments at the same time as other employees of Authority are paid. Subsequent increases in salary may be considered annually at the time of Employees Performance Evaluation, pursuant to Section 6 below.

2) To the extent this Amendment No. 5 is inconsistent with the Agreement dated December 8, 2014, this Amendment shall govern and prevail over the Agreement. All other provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Authority has caused this Amendment No. 5 to the Agreement to be signed and executed on its behalf by the Chair of the Authority Board, and duly attested by its Clerk to the Board, and Employee has signed and executed this Amendment No. 5, both in duplicate, the 18th day of November, 2022.

FIVE CITIES FIRE AUTHORITY

EMPLOYEE

Jeff Lee, Chair

Steve Lieberman

APPROVED AS TO FORM

David Hale, General Counsel