MINUTES

FIVE CITIES FIRE AUTHORITY
BOARD MEETING
FRIDAY, APRIL 20, 2018
CITY OF GROVER BEACH COUNCIL CHAMBERS
154 SOUTH EIGHTH STREET
GROVER BEACH, CALIFORNIA

CALL TO ORDER:
Chair Harmon called the Five Cities Fire Authority (FCFA) Board meeting to order at 10:01 a.m.

FLAG SALUTE:
Chair Harmon led the Flag Salute.

ROLL CALL:

FCFA Board: Chair Barbara Harmon, Vice Chair John Shoals and Board Member James Coalwell.

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

AGENDA REVIEW:
Action: Vice Chair Shoals moved, Chair Harmon seconded, and the motion passed unanimously to approve the Five Cities Fire Authority's Agenda by a voice vote.

AYES: Shoals, Harmon, Coalwell
NOES: None
ABSENT: None
ABSTAIN: None

APPROVAL OF MINUTES:
Consideration of Approval of Minutes.
Chair Harmon referred to the March 16, 2018 minutes regarding the closed session item report out and requested the minutes be corrected. She requested the minutes be corrected to state that the Fire Chief's raise be retroactive to his anniversary date in December 2017, which was agreed upon in closed session. Clerk to the Board Meyers noted the correction.
Action: Approved the amended minutes of the Board Meeting on March 16, 2018.

AYES: Harmon, Shoals
NOES: None
ABSENT: None
ABSTAIN: Coalwell

COMMUNITY COMMENTS AND SUGGESTIONS:

None.

CONSENT AGENDA:

None.

PUBLIC HEARINGS:

None.

CONTINUED BUSINESS:

None.

NEW BUSINESS:

a. **Consideration of Treasurer's Report for the Quarter Ending March 31, 2018.**
Debbie Malicoat presented a Treasurer's report for the Quarter Ending March 31, 2018. The report reflected an estimated fund balance of $95,000 by the end of the 2017-18 fiscal year. Chief Lieberman added that overtime costs may be impacted due to a recent work related injury to a Captain. No public comment was received. The Board received and filed the Treasurer's Report.

b. Consideration of Approval of Amendments to the Fire Chief's Employment Agreement.
General Counsel Hale presented a staff report for Amendment No. 3 to the Employment Agreement for Chief Stephen Lieberman. The amendment was a result of the reportable action from closed session at the Five Cities Fire Authority closed session item at the March 16, 2018 Board Meeting. Board Member Coalwell requested confirmation that the pay increase is retroactive to December 2017. General Counsel Hale confirmed that the amendment to the salary in the Fire Chief's contract is retroactive to December and was agreed upon by the Board in closed session.
Action: Vice Chair Shoals moved and Chair Harmon seconded the motion to approve Amendment No. 3 to the Fire Chief/Executive Officer's employment agreement. The motion passed on the following roll call vote:

AYES: Shoals, Harmon, Coalwell
NOES: None
ABSENT: None
ABSTAIN: None

BOARD MEMBER ITEMS:

None.

FIRE CHIEF ITEMS:

a. Chief Lieberman will bring a "Memorandum of Agreement" (MOA) draft document to the Board at the Special Meeting tentatively scheduled for May 11th. This will identify guidelines or actions that will take place for the Authority over the next twelve months. This concept was decided upon after a meeting that took place with the member agencies managers and their legal counsel. This MOA may trigger JPA amendments or reorganization.
b. The Strategic Plan budget will tentatively be on the May 11th agenda for adoption.
c. Dispatch services will likely migrate to County Fire in the next fiscal year. October 1, 2018 is the planned transition date.
d. Chief Lieberman secured $6,000 in grant funding through the Fire Safe Council to assist with a fuel reduction and vegetation management project in Arroyo Grande. The Fire Safe Council will also assist with a long term plan of fuel reduction in the Arroyo Grande open spaces. With the help of the SLO County Sheriff's Office, Chief Lieberman is looking to obtain grant funding for an emergency generator. The generator will service the Sheriff Substation, OCSD offices and Five Cities Fire Authority's Station 3 in Oceano.
e. Three new Reserve Firefighters have completed the academy. Two will be participating in a shadow program. The third Firefighter is returning to the department and is ready to join a regular shift.

GENERAL COUNSEL ITEMS:

None.

BOARD COMMUNICATIONS:

None.

CLOSED SESSION:
The Board adjourned to a Closed Session at 10:53 a.m. concerning the following items:

a. Public Employee Performance Evaluation, Gov. Code Section 54957
Position: General Counsel

RECONVENE TO OPEN SESSION:
General Counsel Hale called the meeting back to order at 11:45 a.m. with no reportable action.

ADJOURNMENT:
Chair Harmon adjourned the meeting at 11:45 a.m. The next regular Board meeting is scheduled for May 18, 2018, at 10:00 a.m. at the City of Grover Beach Council Chambers, 154 South Eighth Street, Grover Beach, California.

/s/ Barbara Harmon, Chair

ATTEST:

/s/ Tricia Meyers, Clerk to the Board

(Approved at Board Meeting on 05/18/18)