

EAST COUNTY FIRE SUPPORT SERVICES DIVISION

BOARD OF REPRESENTATION

MEETING MINUTES

September 28, 2010

1 **CALL TO ORDER:**

2 Roy Waugh called the meeting to order at 19:00 hours.

3
4 **ROLL CALL:**

5 Board Members present: Marc Inman, Bob Meador, and Roy Waugh. Committee
6 Members present: Chief Andrews, Chief Guptill, and Chief Mattox. District
7 Chiefs present: Chief Silva and Chief Tomberg. ECFSS Personnel present: Shop
8 Foreman Bill Hoffman. Other personnel present: Temporary District #3
9 Administrative Secretary Katherine Powers.

10 **CONSENT AGENDA:**

11 N/A - No quorum for the last meeting, therefore no minutes to approve.
12

13 **DISCUSSION AGENDA:**

14 **1. New ECFSS Shop Facility**

15 Chief Guptill stated that the new ECFSS shop facility is on the agenda as a
16 place holder to keep the conversation open. Chief Guptill inquired as to
17 whether District #1 still planned to build a shop. Commissioner Meador said
18 no; however, Chief Tomberg stated that District #1 has a cross hatching on
19 their Station 21 plans to expand the shop. Commissioner Meador informed the
20 ECFSS Board that the District #1 Commissioners have not looked into or had
21 any board level discussions about a new shop. Commissioner Meador requested
22 that the ECFSS staff provide a business model that explains how a piece of
23 property, such as the proposal, could be used, its pros and cons, and the
24 overall costs of maintenance. Chief Guptill stated that it would not be to
25 the advantage of ECFSS to invest a lot of staff time on a feasibility study
26 if all parties are not interested. Chief Silva asked if District #1 had
27 plans to build their own shop at Station 21. Chief Mattox responded by
28 stating that District #1 originally had plans to build an additional facility
29 at Station 21; however, continued to explain that District #1 is still
30 committed to a joint shop. Chief Guptill commented that building one mega
31 facility may not be the best model; however, Chief Guptill suggested the idea
32 of assembling a loose conceptual plan that includes the monthly expenses of
33 acquiring a shop facility(s). Commissioner Meador requested the
34 documentation of the ECFSS Board's position in the matter before dropping the
35 subject until further notice. Commissioner Waugh requested that it remain a
36 place holder.

37 **2. Regional IT**

38 Chief Guptill reported the progress on the Regional IT Program and explained
39 why District #3 and #7 chose not to move forward with a regional IT study.
40 It was discovered that District #1 was already in the process of having an IT
41 study conducted; therefore, it was decided to wait for the results of the
42 District #1 IT study. Since then, District #1 received their survey results
43 and took action to terminate the services of the previous IT firm (the firm
44 that District #3 still uses). Chief Guptill stated that he does not have a
45 desire to run IT and would simply like to work collectively with other like-
46 agencies to find a solution to the common problem. Chief Guptill asked the
47 Commissioners if this was something to continue to pursue as a joint venture
48 or if there is a reason why this should be done independently. Commissioners
49 Waugh and Meador both thought the ECFSS Board was on the move for a joint
50 venture and questioned why that has changed. Chief Guptill mentioned that
51 other agencies such as Shoreline Fire Department may be interested in joining
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1 ECFSS in IT and Landscaping. Chief Guptill continued to stated that the
2 ECFSS Board needs to either commit to each other or individually look
3 elsewhere for the IT solution. Chief Andrews, Chief Tomberg, and
4 Commissioner Meador discussed District #1's new temporary IT provider as well
5 as the District's commitment level to a joint IT Program. Chief Guptill
6 clarified the Support Services Interlocal Agreement in regards to IT. After
7 further discussion Commissioner Waugh suggested that each Commissioner go
8 back to their District's and get a commitment at the board level to
9 incorporate IT services with East County Fire Support Services and to create
10 an Interlocal Agreement.

11 **3. Administrative Positions**

12 Chief Guptill discussed the terms of Jennifer Pardee's Family Medical Leave
13 and explained Katherine's temporary position and involvement with the ECFSS.
14 Chief Guptill assured the ECFSS Board that the cost of Katherine will not be
15 a new expense to the shop program, but rather in place of Jennifer's salary.
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17 **4. Contract Negotiations**

18 Chief Guptill reported that the District #3 Firefighters Union,
19 Administrative Union, and Management have agreed to forego their 2011 COLA.
20 Chief Silva explained the reasons why District #3 asked all the work groups
21 to forego their 2011 COLA (2.5%) and continued to explain that District #3
22 plans to approach the Shop personnel about the matter. The ECFSS Board also
23 discussed the possible health care changes for 2011.
24

25 **5. 2011 Budget**

26 Chief Guptill reviewed the 2011 Budget with the ECFSS Board and explained
27 that the goal for 2011 is to minimize the potential budget increases across-
28 the-board and to keep the shop rate at the current level. The board then
29 discussed the budget in regards to the economy and other government/associate
30 agencies' revenues and expenses. Chief Guptill confirmed that the next
31 ECFSS Board meeting will address the 2011 budget and that the budget will be
32 e-mailed to everyone in advance.

33 **CALL ON BOARD MEMBERS/ATTENDANCE CHECK**

34 Although November 26, 2010 was written on the agenda as being the next board
35 meeting, the correct date is November 23, 2010. However, due to time
36 constraints with the 2011 budget, the meeting was changed to October 26,
37 2010.

38 There being no further business the meeting was adjourned.
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43 Bob Meador
44 Chairman
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49 Katherine Powers
50 Recording Secretary
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