

The Regular meeting of the North County Fire Protection District Board of Directors was held on **December 18, 2018** at 11160 Speegle Street, Castroville, CA

The Board Chair called the meeting to order at 10:05 A.M.

#### PLEDGE OF ALLEGIANCE

ROLL CALL: Don Chapin, President  
Frank Balesteri, Vice President  
Don Champion, Secretary  
Jacqueline C. Simon, Director  
Stanley Silva, Director

Administrative Staff: Richard Hutchinson, Fire Chief

#### ADDITIONS & CORRECTIONS TO AGENDA:

No revisions or corrections to the agenda were received. Agenda to stand as posted.

#### PRESENTATION:

Fire Chief Richard Hutchinson presented the promotional badge pinning to Division Chief Jess Mendoza, Captain Manuel Madrigal, Lieutenant Aaron Daniels, Reserve Austin Burnett, and Reserve Nolan Cutler.

#### ORGANIZATIONAL MEETING:

Phil Passafuime, the District Legal Counsel, attended the organizational meeting to provide guidance and counsel after having reviewed the Board of Director's Standard Operating Procedures, the Brown Act, and the Special District's rules, laws and regulations.

#### Offices and Terms:

Motion made by Secretary Champion, seconded by Director Simon to adopt a rotation policy as proposed in the first two paragraphs of the handout under Policy 1 and excluding the clerk's position.

Motion carried, 3-2.

Motion made by Director Simon, seconded by Director Silva, Second withdrawn by Director Silva, seconded by Vice President Balesteri to ratify that the Board has acted to approve the rotation policy and to clarify the process by allowing the policy to begin in January 2019 after the board reviews and adopts the official policy.

Motion carried; 3- 2.

Roll call: Silva - Aye; Simon - Aye; Balesteri - Aye; Chapin- Nay; Champion - Nay.

Motion made by Director Balesteri, seconded by Director Simon to nominate Don Champion as Board President.

Motion carried, 3-2.

Motion made by Director Balesteri, seconded by Director Silva to nominate Jacqueline Simon as Board Vice President.

Motion carried, 5-0.

Motion made by Director Chapin, seconded by Director Silva to nominate Frank Balesteri as Board Secretary.

Motion carried, 5-0.

The new Slate of Officers assumed the positions

- President Don Champion
- Vice President Jacqueline C. Simon
- Secretary Frank Balesteri
- Director Don Chapin
- Director Stanley Silva

Motion made by Director Chapin, seconded by Vice President Balesteri to propose the Board retain its current Recorder/Clerk to the Board, Carolina Bravo. There were no new nominations and no oppositions on the election of the Recorder/Clerk to the Board.  
Motion carried, 5-0.

Motion made by Secretary Balesteri, seconded by Director Silva, to hold its regular meetings on the 3rd Tuesday of each month at 10:00 a.m. at the Monterey County Castroville Library Conference Room at 11160 Speegle Street, Castroville, CA 95012. Motion carried, 5-0.

**Regular Meeting Schedule**

- Tuesday, January 15, 2019
- Tuesday, February 19, 2019
- Tuesday, March 19, 2019
- Tuesday, April 16, 2019
- Tuesday, May 21, 2019
- Tuesday, June 18, 2019
- Tuesday, July 16, 2019
- Tuesday, August 20, 2019
- Tuesday, September 17, 2019
- Tuesday, October 15, 2019
- Tuesday, November 19, 2019
- Tuesday, December 17, 2019

Motion made by President Champion, seconded by Vice President Simon, to nominate Director Silva for the Negotiations Committee.  
Motion carried, 5-0.

Motion made by President Champion, seconded by Vice President Simon, to nominate President Champion for the Negotiations Committee.  
Motion carried, 5-0.

**Negotiations Committee:**

- Director Stanley Silva
- President Don Champion

Motion made by President Champion to nominate Director Chapin for the Audit Committee, Director Chapin Declined.

Motion made by Director Chapin, seconded by Secretary Balesteri to nominate President Champion and Vice President Simon for the Audit Committee.  
Motion carried, 5-0.

**Audit Committee:**

- President Don Champion
- Vice President Jacqueline C. Simon

President Don Champion Tabled the appointments of the Economic Strategies Committee until the January 15<sup>th</sup>, 2019 Board Meeting to allow time to determine legitimacy of the committee's formation.

**PUBLIC COMMENTS:**  
None.

**MINUTES:**

Motion made by Director Chapin, seconded by Vice President Simon, to approve the November 13, 2018 regular board meetings minutes.  
Motion carried; 5-0.

Motion made by President Champion, seconded by Vice President Simon, to edit the December 4, 2018 special board meetings minutes.  
Motion failed; 2-3.

Motion made by Director Chapin, seconded by Director Silva, to approve the December 4, 2018 special board meetings minutes as presented.  
Motion carried; 3-2.

WARRANTS/PURCHASING CONSENT:

The Board reviewed the December 2018 Purchasing Consent Calendar and the Check Register for November 2018 #41999 through #42052 (including direct deposit and electronic payments) for a monthly total of \$692,067.59. Motion made by Director Chapin, seconded by Secretary Balesteri, to approve the Consent Calendar and Check Register. Motion carried; 5-0.

FINANCIAL REPORTS:

1. The November 2018 Revenue report (Item 7-A) was reviewed and received.
2. The November 2018 Expenditure report (Item 7-B) was reviewed and received.
3. The November 2018 County Treasury Reconciliation Summary (Item 7-C) was reviewed and received.
4. The November 2018 Comerica Bank Reconciliation Summary (Item 7-D) was reviewed and received.
5. The November 2018 US Bank CAL-CARD Reconciliation Report and Expense Statement (Item 7-E) was reviewed and received.

Motion made by Vice President Simon, seconded by Secretary Balesteri, to receive County Treasury Reconciliation, Comerica Bank Reconciliation, and the CAL-CARD Reconciliation. Motion carried; 5-0.

CORRESPONDENCE:

None.

FIRE CHIEF REPORT:

Fire Chief Richard Hutchinson presented the Chief's Report (Item 9-A) to the Board. The Board accepted the Fire Chief's report.

SAFETY REPORT:

None.

STAFF REPORT:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

BOARD OF DIRECTORS COMMUNICATION:

President Champion thanked the board for electing him Board President, stating that he looked forward to a collaborative working environment.

CLOSED SESSION:

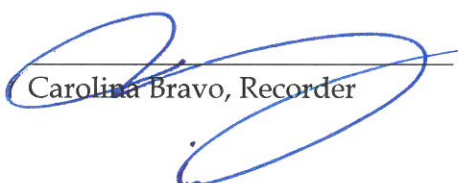
None.

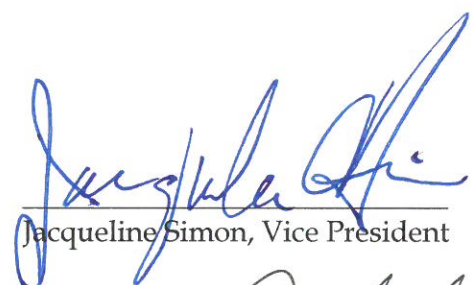
ITEMS FOR NEXT MONTH'S AGENDA: Tuesday, January 15, 2018 at 11160 Speegle St., Castroville, CA 95012

- Rotation Policy Adoption
- Economic Strategies Committee

ADJOURNMENT: 11:48 A.M.

Respectfully submitted by:

  
Carolina Bravo, Recorder

  
Jacqueline Simon, Vice President

  
Frank Balesteri, Secretary