

Moraga-Orinda Fire Protection District



BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES

December 18, 2019
Approved February 19, 2020

1. The Board of Directors convened in Closed Session at 5:32 p.m. on December 18, 2019 at the Hacienda Mosaic Room, 2100 Donald Drive, Moraga, California. President Danziger called the meeting to order and requested an attendance roll call. Present were the following Directors and Staff:

Director Baitx (via teleconference - late)	Jonathan Holtzman, District Counsel (late)
Director Donner	Patricia Edwards, Interim District Clerk
Director Jorgens	
Director Jex	President Danziger

2. **PUBLIC COMMENT**

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

3. **CLOSED SESSION**

- 3.1 **Public Employee Performance Evaluation**

(Government Code Section 54957)

Public Employee Appointment Title: Fire Chief

- 3.2 **Conference with Labor Negotiator**

(Government Code Section 54957.6)

Agency Designated Representative: Jonathan Holtzman

Employee Organization: Local 2700 United Clerical, Technical & Specialized Employees

4. **RECONVENE THE MEETING**

- 4.1 **Call the Meeting to Order**

- 4.2 **Pledge of Allegiance**

President Danziger reconvened the regular business meeting of the Moraga-Orinda Fire District Board of Directors at 7:05 p.m. Present were the following Directors and Staff:

Director Baitx (via teleconference)	Jonathan Holtzman, District Counsel
Director Donner	Admin Services Director Gloriann Sasser
Director Jorgens	HR Benefits Manager Christine Russell
Director Jex	Patricia Edwards, Interim District Clerk
President Danziger	
Dave Winnacker, Fire Chief (late)	

5. **REPORT OF CLOSED SESSION ACTION**

President Danziger stated that no reportable action was taken by the Board on item 3.1 Public Employee Performance Evaluation (Government Code Section 54957) or on item 3.2 Conference with Labor Negotiator (Government Code Section 54957.6). There were no comments from the public on the Closed Session items.

6. **PUBLIC COMMENT**

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

7. **CONSENT AGENDA**

- 7.1 **Meeting Minutes – November 20, 2019 (regular)**

Staff Recommendation: Approve and File

- 7.2 **Monthly Incident Report for November 2019**

Staff Recommendation: Approve and File

- 7.3 **Monthly Check/Voucher Register – November 2019**

Staff Recommendation: Approve and File

7.4 Monthly Financial Report – October 2019

Staff Recommendation: Approve and File

Director Jorgens and President Danziger requested that item 7.3 be pulled from the Consent Calendar.

Motion by Director Jex and seconded by Director Jorgens to approve Consent Agenda items 7.1, 7.2, and 7.4. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

7.3 Monthly Check/Voucher Register – November 2019

Director Jorgens questioned the overpayment and refund to Anthem Blue Cross. Admin Services Director Sasser stated that it is an ambulance billing refund. Director Jorgens questioned the \$57,000 spent on "Miscellaneous Repairs". He requested more details. ASD Sasser stated that the Alameda County Fire Department services the District's engines and apparatus. Director Jex asked why the District uses Alameda County. ASD Sasser explained that Alameda County has a separate department with staff trained to service MOFD's fire engines. Director Jex asked if MOFD bids for these services. ASD Sasser responded no. Director Donner noted that some major cities have their own shops. Director Jex asked if the rates were comparable. ASD Sasser stated that it is unknown as MOFD has not shopped comparatively. Director Jorgens asked for more information. Director Donner noted that this includes ten vehicles. ASD Sasser stated that the cost depends on what each vehicle requires. Director Jorgens remarked that it seems like a lot of money for these ten vehicles. Chief Winnacker explained that pump apparatus testing and heavy equipment repairs are expensive as they require specialized mechanics. Director Jorgens asked if all MOFD vehicles are serviced by Alameda County. Chief Winnacker stated that it is only for the specialized equipment. The regular District vehicles are serviced by the dealer. President Danziger questioned the purchase of four-speed massage guns. Chief Winnacker replied that part of the District's Fitness and Wellness Program includes funds for "prehab" equipment. The intent is to prevent injury through modern and progressive techniques. President Danziger asked if the North Orinda Shaded Fuel Break (NOSFB) Project costs are recorded separately and then reimbursed. Chief Winnacker stated that four reimbursements were submitted to the state. Two have been paid. Reimbursement takes 6-8 weeks. Director Jorgens suggested that it might be beneficial to break items out. Chief Winnacker stated that a NOSFB financial close out report including the finances and the completed work will be presented to the Board. Director Jex noted that the NOSFB administrative fee is included in the data.

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

Motion by Director Jorgens and seconded by Director Donner to approve Consent Agenda item 7.3. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

8. REGULAR AGENDA

8.1 Election of Board Officers

President Danziger declared the office of President as vacant. Motion by Director Baitx to nominate Director Danziger as President was seconded by Director Donner. There was no discussion by the Board. Said motion carried a 4-0-1 roll call vote (Ayes: Baitx, Jex, Jorgens, and Donner; Noes: None; Absent: None; Abstain: Danziger).

President Danziger declared the office of Vice President as vacant. Motion by Director Jex to nominate Director Jorgens as Vice President was seconded by President Danziger. There was no discussion by the Board. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger declared the office of Secretary as vacant. Motion by Director Donner to nominate Director Jex was seconded by Director Jorgens. There was no discussion by the Board. Said motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger declared the office of Treasurer as vacant. Motion by Director Jex to nominate Director Donner was seconded by President Danziger. There was no discussion by the Board. Said

motion carried a 5-0 roll call vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

8.2 Appointment of Standing and Ad Hoc Committee Members and District Liaisons

President Danziger requested that separate votes be taken for the Standing and Ad Hoc Committee Liaisons and for the District Liaisons to outside agencies.

Motion by Director Jorgens seconded by Director Jex to accept the slate as proposed for the Standing Committee and the three Ad Hoc Committees: Directors Danziger and Jorgens for the Finance Standing Committee; Directors Danziger and Jex for the Audit Ad Hoc Committee (Sunsets June 2020), Directors Baitx and Donner for the Facilities Station 41 Ad Hoc Committee; and Directors Donner and Baitx for the Fire Chief Performance Evaluation Ad Hoc Committee. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger's motion to nominate Director Jex as District Liaison to the Contra Costa Special Districts Association was seconded by Director Jorgens. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Director Jorgens' motion to nominate President Danziger as District Liaison to the Contra Costa County Fire Boards and Commissioners Association was seconded by Director Jex. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Director Jorgens' motion to nominate Director Donner as District Liaison to the Local Agency Formation Committee was seconded by President Danziger. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger's motion to nominate Director Jorgens as District Liaison to the Orinda City Council was seconded by Director Donner. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Director Jorgens' motion to nominate Director Baitx as District Liaison to the Moraga Town Council was seconded by Director Donner. Said motion carried a 5-0 voice vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

8.3 2020 Regular Board Meeting Schedule

Chief Winnacker provided the report. The Board of Directors conducts Regular Board meetings on the third Wednesday of each month. Various other special meetings are scheduled throughout the year to address time sensitive District issues. There are three requests to change the monthly meeting to the second or fourth Wednesday in the months of January, March, and May to avoid potential conflicts. The Board discussed the proposed alternate meeting dates.

President Danziger made a motion to accept the changes for the Board meeting dates of January 8, March 25, and May 13. Director Jorgens made a motion to accept those changes and accept the District's 2020 meeting calendar as presented (February 19, April 15, June 17, July 15, August 19, September 16, October 21, November 18, and December 16) was seconded by Director Jex. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

8.4 Approval of Reclassification of 4.5 FTE District Aide Part Time Positions and 1 FTE Fuels Mitigation Crew Supervisor Part Time Positions to 3 FTE Fuels Mitigation Specialists Full Time

Three Year Limited Term Positions and Monthly Base Salary Range for the Fuels Mitigation Specialist of \$3,613 to \$4,003

Chief Winnacker provided the report. The District Aide position has evolved from providing general support to carrying out fuels mitigation and fire prevention activities including Red Tag vegetation management inspections. In 2018 and early 2019, the inconsistency of having part-time employees carrying out inspections created challenges as the MOFD significantly expanded the fuels mitigation programs. Part-time employees leave for other employment opportunities resulting in an 80% turnover in 2018 and 64% in 2019. Full time positions will decrease turnover and increase reliability and consistency. Chief Winnacker discussed the cost of two versus three full time positions. Director Jorgens asked about the managerial roles. Chief Winnacker stated that the fuels mitigation outreach efforts will result in an increased demand for chipper services. Multiple chippers will be available. Private chipper services will be used as needed which will result in a cost savings. President Danziger asked if there was enough demand to require three full time positions. Chief Winnacker responded that the three positions will be busy with outreach and education, on site assessments, enforcement of complaints, and mitigation services from April through October. Chief Winnacker stated that he expects to hire the positions in January, provide training in February, and focus on outreach and education with chipping support. In mid-May, they will focus on inspections so that by June 15th, the violations will be ready to process. This will enable the mitigation to be done before late in the season and high fire danger. There is enough work to keep them busy year round. President Danziger asked if chipping could be done in December and January. Chief Winnacker responded that chipping in those months is doable because there is no dust, no issue with sparks with brush and small trees. It is a good opportunity to decrease the annual fuels supply. President Danziger stated his support for three positions. The Board concurred.

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

President Danziger asked if the funding is available. Chief Winnacker stated that the \$66,082 will be paid for out of the General Fund. Chief Winnacker noted that the \$190,325 budgeted cost of 11 part-time positions was not realized due to the high staff turnover.

Director Jex's motion to approve reclassification of 4.5 FTE District Aide Part Time Positions and 1 FTE Fuels Mitigation Crew Supervisor Part Time Positions to 3 FTE Fuels Mitigation Specialists Full Time Three Year Limited Term Positions was seconded by Director Donner. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

Director Jorgens' motion to establish the Monthly Base Salary Range for the Fuels Mitigation Specialist of \$3,613 to \$4,003 was seconded by President Danziger. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

8.5 Discussion of Fire Flow Tax Revenue

Admin Services Director Sasser provided the report. Historically, the Fire Flow Tax (FFT) revenue was recorded in the Capital Projects Fund and was used as a dedicated funding source for capital expenditures and debt payments for capital purchases. On March 15, 2018, the Board directed staff to record the FFT in the General Fund instead of the Capital Projects Fund. This was implemented for the first time as part of the FY2019 budget. The FFT revenue was then transferred out of the General Fund into the Debt Service Fund for debt payments for capital purchases and the remainder was transferred into the Capital Projects Fund. Recording the FFT revenue in the General Fund increases the amount of money necessary to be maintained in the General Fund unrestricted fund balance per the Board's policy and goal to maintain a percentage of unrestricted General Fund revenue.

Director Jorgens stated that the Board did not change the policy regarding the FFT but it was a presentation method done for the Long Range Financial Plan. President Danziger noted that putting the FFT in Capital Funds reflects a larger reserve. It decreases the General Fund and increases the Reserve as a percentage. He noted that if the FFT is recorded in Capital Projects, it can be moved by Board action. President Danziger noted that the FFT was intended for infrastructure, apparatus, facility, medical equipment, salary, and had no restraints.

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment. There was no Board discussion. The Board concurred that the Fire Flow Tax revenue be recorded in the Capital Projects Fund. No motion by the Board.

8.6 Discussion of Station 43 Debt Options

Chief Winnacker provided the report. At the November Board meeting, the Board directed staff to place an item on the agenda to discuss Station 43 debt options. In 2016, the District formed the Moraga-Orinda Fire Protection District Public Facilities Financing Corporation. The Financing Corporation is a nonprofit public benefit corporation. Per the Bylaws Section 2.2, the mission of the Financing Corporation is to provide assistance to the District in financing the acquisition, construction and improvement of public buildings, works and equipment for the District, together with site development, landscaping, utilities, furnishings and appurtenances and related facilities. The only debt currently carried by the Corporation is for Station 43. The ambulance, engine, and truck purchases were financed separately directly by the District.

For Station 43, the District owes \$434,761 in interest and \$3,259,000 in principal. The debt is callable without penalty on or after April 1, 2020. The total amount to call the debt on April 1, 2020 is approximately \$3,293,871 (principal and interest). Chief Winnacker discussed several options for the Station 43 debt.

Director Jorgens noted that there are other options and challenges. He stated that there is no economic reason to pay off the debt but other reasons exist. He suggested that the District take the place of the Financial Corporation functionally in the lease. He suggested asking the lessor if they would prefer that the parent company versus the financial corporation be the lessee. Chief Winnacker stated that the District leases the stations from the financial corporation. A deed of trust raises uncertainty for the investor and may result in a higher interest rate. Director Jex stated that two fire stations are collateralized in this loan. Chief Winnacker noted that Station 43 did not exist. Director Jex clarified that MOFD pledged two stations. Director Jorgens asked if the Finance Corporation had the authority to do this. Counsel Holtzman stated that lease back arrangements are common in the public sector. Director Jorgens asked if the Board approved the transfer of those two fire stations out of their books and into the books of the Finance Corporation so that the Finance Corporation could pledge them as collateral. Counsel Holtzman stated that there are experts in this area of public financing and suggested more research. Director Jorgens asked if the Board took action to specifically approve the transfer of the stations to the Finance Corporation. Director Jex noted that the District has two stations as collateral which limits future options. Chief Winnacker stated that the Teeter Plan has been at 2-3% for the last two years but has been functionally 0% for most of the last ten years. Chief Winnacker stated that the Finance Corporation is not a functioning entity. Director Jorgens stated that it is a wholly owned subsidiary. President Danziger asked if the Board members have individual liability. Director Jorgens stated that MOFD needs to determine if the assets were formally pledged. There are several questions and one objective is to eliminate the Finance Corporation. Counsel Holtzman suggested investigating the transfer fee and to obtain options from a public finance expert. Chief Winnacker suggested that the Finance Committee meet with the expert in a noticed meeting. President Danziger summarized that it is the Board's consensus to pursue it further. Chief Winnacker replied that he will arrange the meeting.

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

8.7 Review of the Budget Development Policy and Approval of the Annual Operating Budget Timeline Fiscal Year 2020

ASD Sasser provided the report. Per the District's Budget Development Policy, the Proposed Budget shall be submitted to the Board in May at a public Budget Workshop. The Proposed Budget is revised based on Board direction at the Budget Workshop and submitted to the Board in May at the regular Board meeting. The Budget is adopted at the June Board meeting. Per the Policy, the Proposed Budget is not submitted to the Finance Committee. Staff requests Board direction regarding the Policy and whether the Board wants to continue the same process or change the Policy to reflect a different process. The April Budget Workshop needs to be scheduled. Chief Winnacker noted that the Workshop could be held concurrently with a Board meeting or at a separate meeting. In 2019, the Budget Workshop was held on the same day as the Board meeting.

Chief Winnacker clarified that the Public Budget Workshop would be held on April 15th in conjunction with the regularly scheduled Board meeting as a stand-alone Workshop. Additionally, staff will move the updated Long Range Financial Forecast presentation to the Board to March 25th. There was no Board discussion.

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment. President Danziger summarized that it is the Board's consensus to approve the discussed changes.

8.8 Authorization to Pay Sales Tax and Change Orders and Approve Capital Projects Fund Budget Adjustment Increase in the Amount of \$14,252 for the Type VI Apparatus Purchase

Chief Winnacker provided the report. As part of the 2019 Budget process, the Board approved \$100,000 to field a new Type VI fire apparatus. During the construction process, several change orders were identified that were determined to be worth pursuing. The first change order was for \$308 to move the 2.5" hose storage to a more accessible location. The second change order was for \$300 to install the radios in the unit while it was apart and being built. It was determined that the cost savings to make these changes during production was significant. The final significant change in cost was due to an oversight during ordering. The sales tax for the vehicle purchase was not in the quote from Maintainer and was missed on the purchase order during ordering. This cost is typically paid by the manufacturer prior to delivery. The state tax on purchase is \$10,693.61 and the local taxes on purchase is \$2,949.96 for a total of \$14,251.57. This closes out the Type VI vehicle acquisition.

President Danziger asked if the funds were available through the Capital Funds. There was no Board discussion. President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment.

Director Jorgens' motion to approve the additional \$14,251.57 to the Type VI project was seconded by Director Jex. Said motion carried a 5-0 vote (Ayes: Baitx, Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: None).

8.9 Update on the Fire Code Adoption

Chief Winnacker provided the report. Every three years the district conducts a fire code update to implement new codes. The basis of the fire code is the California Fire Code which is adopted and amended. The last such update occurred in 2016 and was implemented through MOFD Ordinance 16-02. As an independent special district, MOFD must coordinate the adoption of new codes with the City of Orinda, the Town of Moraga, and Contra Costa County. All four entities must adopt the code to ensure uniform standards throughout our jurisdiction. The code update process and proposed changes will be presented in two public meetings: December 16, 2019 in Orinda and January 28, 2020 in Moraga. Following these meetings, the proposed changes will be presented to the MOFD board, City of Orinda Council and Town of Moraga Council for a first reading. A second reading and adoption will be scheduled for the subsequent meeting. The code will then be sent to the County Board of Supervisors for adoption. Chief Winnacker anticipates that the process will be completed by February. The County's piece is limited to Canyon and Bollinger where there is limited new construction. Both of these areas are identified by the state as high fire hazard severity zones.

Director Baitx left the meeting.

Chief Winnacker discussed the Adoption process. The initial approach is education and outreach to the community. Chief Winnacker summarized the major changes to existing parcels and structures. These include: move the compliance date for annual fuels reduction work from June 15th to May 31st; extend the period to complete abatement work following a citation from 10 to 15 days; require the removal of combustible ground cover, to include mulch, within 24" of a structure; require a 24-inch air gap between ground cover and specimen species in this zone; require the removal of Eucalyptus and Monterey Pine within 6' of a structure; require an exterior fire hazard inspection prior to any sale or transfer of real property up to 6 months prior to the sale; and require the removal of Juniper and Bamboo within 10' of public and private roads by the end of 2023.

These proposed items will make significant changes to reduce the threat of fire in the community and are included as part of the fire prevention approach. Director Jorgens noted that the 2 feet air gap will impact almost all homes in Moraga and Orinda. Chief Winnacker stated that the modification is low cost and provides the highest return for fire safety. House Bill 38 requires an exterior fire hazard inspection prior to any sale or transfer of real property in 2021. The District can conduct the exterior fire hazard inspections. Director Jex asked if the District can be reimbursed for the cost. Chief Winnacker responded affirmatively. The Board discussed the potential resistance from the public.

Chief Winnacker discussed the changes to major remodels and additions. Residential fire sprinklers would be required for homes when an addition increases the square footage to 3,600 square feet or if the existing square footage is increased by 100% or greater. Any residential structure that requires an under eave sprinkler system would also be required to add an exterior under eave sprinkler system. An interior under eave sprinkler system does not protect against wildfire. The homes would then be very fire resistant. For any major remodel, ember resistant ventilation vents and Class A roof construction materials are required. For new structures and purposes of the Fire Code, all lands within the MOFD response area are classed as Wildland Urban Interface and subject to the relevant code requirements.

Chief Winnacker discussed the roads and fire department access. For new construction and substantial additions, the Code: increases road width serving 1-2 dwelling units from 16 feet to a minimum of 18 feet; increases the road width from 20 to 28 feet minimum; increases road width to 36 feet for truck operations in taller buildings (+35 feet) and near fire hydrants; and changes gradient requirement for grooved concrete to 15% instead of 16%; and reduces the number of dwelling units for the required number of fire department access roads. Director Jorgens discussed the items and asked what proof is available to support the 16 foot versus 18-foot road width requirement. He asked if MOFD could be sued and requested more research. Counsel Holtzman stated that he would research the issue. Director Jex asked if there is public input in the adoption process. Chief Winnacker stated that the elected officials will vote on the Code update. Director Jex asked how many of these changes will be adopted by the state. Chief Winnacker stated that the 2022 California Code is unknown and there are also legislative efforts. Director Jorgens asked if there are items which the District is conforming to or proposing. Chief Winnacker stated that the under eaves sprinkler item is an MOFD initiative. President Danziger asked if only MOFD will require it. Chief Winnacker stated that it is his professional opinion that the requirement for exterior under eave fire sprinklers for residential structures will provide the greatest increase in fire safety at the lowest cost and impact to the District. Director Jex asked if there is support for most of these issues. Chief Winnacker said the recommendations were pulled from many sources. He took the California Fire Code recommendations and enhanced them with sensible augments. Chief Winnacker stated that the federal government recognizes Moraga and Orinda since 2001 as a Fire Wilderness/Wildland Urban Interface.

President Danziger opened the public comment. There were no requests to address the Board. President Danziger closed the Public Comment. President Danziger requested additional outreach to the community. Chief Winnacker stated that MOFD will work to increase outreach efforts.

9. COMMITTEE REPORTS

9.1 Audit Ad Hoc Committee (Directors Jex and Danziger)

No report.

9.2 Finance Committee (Directors Danziger and Jorgens)

No report.

9.3 Facilities Station 41 Ad Hoc Committee (Directors Baitx and Donner)

No report.

9.4 Fire Chief Performance Evaluation Ad Hoc Committee (Directors Baitx and Donner)

No report.

10. ANNOUNCEMENTS

10.1 Brief information only reports related to meetings attended by a Director at District expense (Government Code Section 53232.3(d))

No report.

10.2 Questions and informational comments from Board members and Staff

President Danziger wished the community a Happy Holidays and stated that he enjoyed his first year as Board President and looks forward to his second term.

10.3 Fire Chief Updates

10.3.1 Human Resources Update

HR Benefits Manager Russell reported that Marcia Holbrook was hired as the new District Clerk/Secretary and will start on January 6, 2020. Fuels Mitigation Manger Jeffrey Isaacs has accepted the Fire Marshal position and will start on January 1, 2020. The Fuels Mitigation Manger position will close on January 18, 2020. As a result of the Board action, the Fuels Mitigation Specialist positions are open until January 6, 2020. Ms. Russell provided an update for the Firefighter/Paramedic positions. Forty applications were received. Eighteen candidates proceeded to the Oral Boards. Twelve candidates passed the Paramedic Skills Assessment and Background checks are currently being conducted for these candidates.

President Danziger asked if Mr. Isaacs had Fire Marshal experience. Chief Winnacker replied that the position's minimum qualifications allowed for a substitution of three years of experience. Mr. Isaacs has experience in Fire Marshal duties and he will take the required classes within two years of his appointment to the position. President Danziger congratulated Mr. Isaacs.

Ms. Russell stated that the District has contracted with Concern Health to provide an enhanced Employee Assistance Program (EAP) effective January 1, 2020. The program is free to employees and their immediate family to help deal with personal situations that may affect their health and well-being. Services are provided from experienced counselors. Concern Health can also help you find personal resources and referrals for legal or financial problems, finding sitters or daycare providers, managing debt, tax questions, providing adult family care resources, etc. Director Jex questioned the cost. Ms. Russell stated that the District fee is \$9,800 per year for two years. Ms. Russell advised the Board that Labor Negotiations will start in the Summer 2020.

Chief Winnacker thanked Patricia Edwards for her work as the MOFD Interim Clerk.

10.4 Communications Received

Chief Winnacker reported that there have been several Highway 24 accidents including one accident with three fatalities. A Rotor Rooter van attempted to pass a MOFD fire engine and caused damage to the bumper. No firefighters were injured. Repairs are being done. The District has received several thank you letters for those affected by the Merrill Fire.

10.5 Future Agenda Items

There were no requests from the Board for future Agenda items.

11. ADJOURNMENT

At 9:03 p.m., Director Jorgens motion to adjourn the meeting was seconded by Director Jex. Said motion carried a 4-1 vote (Ayes: Jex, Jorgens, Donner, and Danziger; Noes: None; Absent: Baitx).

For an audio recording of this and other Board meetings, please visit the MOFD District Board Meeting webpage <http://www.mofd.org/board/meetings>