



BOARD OF DIRECTORS MEETING MINUTES

Regular Meeting | June 14, 2023

1. CALL TO ORDER

Meeting was called to order at 4:08 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Board Members Chuang, Cole and Stevenson were present. Board Member Ortiz arrived at 4:15 p.m. and joined the closed session.

4. PUBLIC COMMENTS – NON-AGENDA

There were no public comments.

5. ADJOURN TO CLOSED SESSION

Board Members and staff adjourned to the closed session at 4:11 p.m.

6. CLOSED SESSION

- a. Conference with Labor Negotiator for Central County Firefighters Union (Fire Captains, Firefighters, Fire Inspector and Deputy Fire Marshal) and Chief Officers (Battalion Chiefs and Fire Marshal) (GC#54957.6(a)). Agency Negotiator: Timothy Davis, Attorney, Burke, Williams & Sorensen
- b. Conference with Labor Negotiator for Unrepresented Management (Fire Chief, Deputy Fire Chief, and Administrative Services Manager) (GC#54957.6(a)). Agency Negotiator: Timothy Davis, Attorney, Burke, Williams & Sorensen

7. ADJOURN FROM CLOSED SESSION

Board Members and staff returned from closed session at 4:39 p.m.

8. REPORT OUT FROM CLOSED SESSION

General Counsel, Jean Savaree, stated that there was no reportable action taken in closed session.

9. APPROVAL OF MINUTES

- a. Minutes from April 12th, regular meeting

Board Member Ortiz motioned to approve. Board Member Stevenson seconded the motion.
Approved 4-0-0.

10. CONSENT CALENDAR

- a. Central County Fire Department Quarterly Financial Report (Unaudited) for Q3, Fiscal Year 2022-23
- b. Central County Fire Department Treasurer's Report for Q3, Fiscal Year 2022-23

- c. Resolution Approving the Memorandum of Understanding between the Central County Fire Department and the Central County Firefighters Union
- d. Resolution Approving Compensation Adjustments for all Positions in Management Group
- e. Resolution Approving Compensation Adjustments for the Chief Officers Group
- f. Resolution to Adopt the Salary Schedule for the Central County Fire Department

No items were pulled from the consent calendar. Board Member Stevenson motioned to approve. Board Member Ortiz seconded the motion. Approved 4-0-0.

11. STAFF REPORTS

a. Fire Chief's Update (Oral Report)

Chief Barron gave a brief update which included the following:

- May 3rd & 4th – Captains' promotional exam.
 - 11 candidates participated; all passed.

The process allows CCFD to establish an eligibility list for one year, for future Captain vacancies.

- Firefighter recruitment was completed in May.
 - Three candidates currently in backgrounds.
 - The upcoming Firefighter Academy will be the first Academy in partnership with the College of San Mateo.
- The Prevention Division completed a recruitment for a Fire Prevention Specialist.
- Captain Billy Vella completed his annual CPR event at Burlingame High School.
 - Over 350 students were certified in CPR.
- The Operations Division completed the implementation of the new Self-Contained Breathing Apparatus.
 - Some of the old equipment was donated to two volunteer departments in Mexico.
- Staff have scheduled the Standards of Cover presentation to each Council.
- The National CERT Conference will be held at the Hyatt Regency in Burlingame from June 29th to July 1st.
- Fire Marshal Christine Reed has announced her retirement; her last day with CCFD will be August 24th. Ms. Reed will be retiring after 32 years in the fire service.

12. NEW BUSINESS

There were no new business items for this meeting.

13. BOARD OF DIRECTORS' COMMENTS

Chair Chuang thanked CCFD personnel for their participation in the Hillsborough Memorial Day Parade event and said that it is very much appreciated by the Hillsborough Council and residents.

14. ADJOURNMENT

Meeting adjourned at 4:49 p.m.