



**Minutes
Of The Regular Meeting
Of the Board of Directors of
Valley Center Fire Protection District
January 17, 2019 / 6:00 p.m.**

Valley Center Municipal Water District Board Room
29300 Valley Center Rd
Valley Center, CA 92082

1. Call to Order at 6:00 p.m.
2. Roll Call:
 - Phil Bell-Present
 - Steve Hutchison-Present
 - Jim Wold-Present
 - Jeremy Abrams-Present
 - Mike O'Connor-Present
3. Pledge of Allegiance – led by Director Abrams
4. Election of Officers
The following officers were elected to the positions set forth opposite their names:
Phil Bell, President, Steve Hutchison, Vice President, Jeremy Abrams, Secretary, and Mike O'Connor, Treasurer.
5. Public Comment - None
6. Proclamations and Presentations
President Bell and Chief Napier presented Community Service Awards to Bill Trok and John Yeager.
7. Consent Calendar – Upon motion made and seconded the consent calendar, containing the minutes from the December 20, 2018 Regular Board Meeting and the December 2018 Treasurer's Report, was unanimously approved by the Board.
8. Staff Reports
 - A. Valley Center Paramedic Services EOA: Mercy Medical Report
 - B. Fire Chief's Report – Chief Napier presented the month's activities.
 - C. Operations Division Report
 - D. Community Risk Reduction Division Report was presented by Fire Marshal Mike Shore. Deputy Fire Marshal Jim Davidson introduced volunteers, Jim Weaver, Joe DiBernardo and John DiBernardo, to the Board.
 - E. Valley Center Firefighters Association Report – None.
9. Old Business – None

10. New Business

- A. A proposal was made to adopt Resolution 2019-01 in the form and content as presented to the Board, regarding the Policies and Procedures Manual authorizing and directing the Fire Chief to prepare and execute policies and procedures on behalf of the District, as necessary. Upon motion duly made and seconded and upon a vote taken, Resolution 2019-01, in the form and content as presented to the Board was unanimously adopted.

11. Closed Session

Personnel Matters - Fire Chief Management Evaluation

12. Announcement of Closed Session Actions

Personnel Matters – The Fire Chief was issued his performance evaluation and was commended for exemplary performance over the last year. The Board will look at the budget to enhance the benefit package for the Fire Chief.

13. Board of Directors Comments

- President Bell directed Chief Napier to prepare a report on demographic lines for District voting for the 2020 census

14. Adjournment – 7:50p.m.



Jeremy Abrams, Secretary

NEXT REGULAR MEETING:
February 21, 2019

RESOLUTION NO. 2019-01

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE VALLEY CENTER FIRE PROTECTION DISTRICT
POLICIES AND PROCEDURES MANUAL**

WHEREAS, the Valley Center Fire Protection District (the "District") and Lexipol company ("Lexipol") entered into an agreement for District policies and procedures services, by and between them, effective December 22, 2015 (the "Agreement") and;

WHEREAS, the Agreement provides for policy and procedure development, and electronic storage and retrieval (hosting) services; and

WHEREAS, the District desires to adopt and maintain relevant and legally current policies and procedures; and following a discussion of the matter, upon motion duly made and seconded, it was

RESOLVED, that:

The District hereby adopts the policies and procedures which have been approved by the Fire Chief and published in the District's Lexipol Knowledge Management System (the "KMS"); and

Approved District policies and procedures shall be published to the KMS for review by all affected District officials and personnel; and

In the event of conflicting information, approved KMS policies and procedures shall supersede any and all preceding District policies, procedures and Standard Operating Guidelines (SOGs); and

Previously approved District policies, procedures and SOGs shall remain in full effect until such time a revision or termination of said policy is approved by the Fire Chief; and it was,

FURTHER, RESOLVED that:

The Fire Chief is hereby authorized and directed to prepare and execute policies and procedures on behalf of the District, as necessary.

Introduced, approved and adopted this 17th Day of January, 2019.

Secretary
Valley Center Fire Protection District Board of Directors