

**Los Osos Community Services District**  
**DRAFT Minutes of the Emergency Services Advisory Committee**  
**October 20, 2015 at 5:30 p.m. at Station 15 - South Bay**

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<b>1. Opening</b>	<p>Chairperson Ochylski called the meeting to order at 5:33 p.m.</p> <p>Roll Call:            Marshall E. Ochylski, Chairperson – Present            Charles L. Cesena, Vice Chairperson – Present            Jerry Dillingham, Committee Member – Present            Brent Marshall, Committee Member - Present            Vita Miller, Committee Member – Present            Julie Tacker, Committee Member – Present            Thomas Wright, Committee Member – Present</p> <p>Staff:            Kathy Kivley, General Manager            Phill Veneris, Battalion Chief            Michael Doyel, District Accountant            Harmony Brown, Executive Assistant</p>	
<b>2. Review of ESAC Minutes of July 14, 2015</b>	<p>The ESAC reviewed and discussed the minutes of July 14, 2015.</p> <p>Committee Member Miller expressed disappointment that the minutes did not reflect her disapproval of the retro-active CPI Tax. Committee Member Miller expressed further disappointment that financial documents were not included in this meeting, as requested at the July meeting and noted in #9 of the minutes.</p> <p>Committee Member Tacker requested the minutes to be standardized to include details of public comment.</p> <p>Chairperson Ochylski stated that he will follow-up on Fund 301 financials, Cash Flow, the sale of E-215 revenue, the policy regarding committee minutes and the retro-active CPI tax.</p> <p>Public Comment: Al Barrow and Richard Margetson spoke.</p> <p>Committee Member Marshall moved that the minutes be approved and filed with adjustment noted in regards to CPI Tax discussion, as explained by Committee Member Miller. The motion was seconded by Committee Member Wright and carried with the following vote:</p> <p style="padding-left: 40px;">Ayes: Marshall, Miller, Wright            Nays: Dillingham            Abstain: Tacker</p>	
<b>3. Recommendations to Board Regarding Items for Discussion for Calendar Year 2016</b>	<p>Chairperson Ochylski stated that he plans to discuss adjusting the ESAC meeting schedule with the BOD at the November 5, 2015 meeting.</p> <p>The Committee brought up the following topics to be discussed as 2016 ESAC Goals:</p> <p><b>GENERAL ITEMS:</b></p> <ul style="list-style-type: none"> <li>• Pre-Attack Plan</li> <li>• Color-coating the fire hydrants</li> </ul>	

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<p><b>3. Recommendations to Board Regarding Items for Discussion for Calendar Year 2016 (Continued)</b></p>	<ul style="list-style-type: none"> <li>• Renewal of the Fire Code (Title 4)</li> <li>• Committee meeting schedule</li> <li>• More effective interaction between ESAC, Fire Safe Council and C.E.R.T.</li> <li>• Outreach Programs in Mobile Home Parks (Smoke Detector and Hands Only CPR training)</li> </ul> <p><b>STAFFING ISSUES:</b></p> <ul style="list-style-type: none"> <li>• 4.0 Staffing</li> <li>• Discussion regarding changing the Reserve Company to a PCF Company or “sharing” Reserves with Morro Bay Fire</li> </ul> <p><b>FUND 301 ISSUES:</b></p> <ul style="list-style-type: none"> <li>• Replacing MR-15 and U-15 Vehicles</li> <li>• Restructuring the Fund 301 Budget</li> <li>• Monthly financial reports</li> <li>• Discussion regarding adding a 2nd Fire Station in the next 5 years by buying land now and building later</li> <li>• Water Department subsidy from property taxes</li> <li>• CPI Increase</li> <li>• Cooperative Fire Protection Agreement between CAL FIRE and CSD (Schedule A)</li> <li>• Anticipated large purchases including new carpet/tile throughout Station 15, confined rescue purchases, conversion of trench trailer to be an all-use trailer, miscellaneous training props</li> </ul> <p>Chairperson Ochylski recommended a Special ESAC Meeting in November to identify ESAC priorities before going to the December BOD Meeting.</p> <p>Committee Member Tacker moved that Chairperson Ochylski and Vice Chairperson Cesena discuss the following issues with the BOD:</p> <ul style="list-style-type: none"> <li>• Special ESAC Meeting in November</li> <li>• Fund 301 Budget issues</li> <li>• Monthly ESAC Meeting Schedule</li> </ul> <p>The motion was seconded by Committee Member Miller and approved unanimously.</p> <p>Public Comment: Al Barrow and Richard Margetson spoke.</p>	
<p><b>4. Provide Update Regarding Los Osos Habitat Conservation Plan and Section 7 Permit</b></p>	<p>Vice Chairperson Cesena updated ESAC regarding the HCP. In September, SLO County notified that they sent a draft agreement to Council. Council has not yet provided an update. General Manager Kivley stated that Council Seitz office has not received it to date. Vice Chairperson Cesena stated that he will contact the County weekly until progress is made.</p> <p>Public Comment: Al Barrow spoke.</p>	

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<b>5. Provide Update Regarding Solar Panel Project</b>	<p>Battalion Chief Veneris notified the Committee that the solar project is complete. A training session will be held in the next couple weeks to educate staff regarding how to monitor energy production and usage online. In addition, staff will look into the possibility of building a barrier to protect the inverters.</p> <p>Public Comment: Al Barrow spoke.</p>	
<b>6. Provide Update Regarding Annual Safety Fair</b>	<p>Battalion Chief Veneris stated that with no grocery store in the complex, there was a lower turnout this year. Committee Member Wright spoke in support of the event and expressed his disappointment about the low turnout from BOD and ESAC members.</p> <p>Public Comment: Lynette Tornatzy spoke.</p>	
<b>7. Review of Board Item Regarding Monthly Fire Department Reports for July 2015, August 2015 and September 2015 (Update)</b>	<p>Battalion Chief Veneris gave a brief summary of the Fire Department Reports for July 2015, August 2015 and September 2015 as submitted with the agenda packet.</p> <p>This was further discussed by ESAC.</p> <p>Public Comment: Richard Margetson spoke.</p>	
<b>8. Public Comment on Items NOT Listed on this Agenda:</b>	<p>Al Barrow spoke in regards to public outreach opportunities and education regarding cardiovascular health, thereby reducing medical aid response.</p> <p>Richard Margetson expressed disappointment regarding the lack of information provided by staff regarding the budget.</p>	
<b>9. Schedule Upcoming ESAC Meeting:</b>	<p>The next scheduled meeting of the Emergency Services Advisory Committee will be held on Tuesday, <b>January 19, 2016</b> at 5:30 p.m. Vice Chairperson Ochylski will pursue a Special Meeting and updated ESAC.</p>	
<b>10. Closing Comments by ESAC Members</b>	<p>Committee Member Miller expressed disappointment that no financials are included in this agenda packet and no update by LOCSA Staff.</p> <p>Committee Member Tacker requested updated financials be provided at the next meeting.</p> <p>Committee Member Marshall requested financial reports, specifically in regards to Fund 301, the 2013 sale of E-215.</p> <p>Committee Member Wright requested updated financials and requested an update regarding the Local Hazard Mitigation Plan. General Manager Kivley stated that it was submitted to the State with comments and they've received no response since, but she will follow-up.</p> <p>Committee Member Dillingham inquired regarding a report of a bounced check. The Committee further discussed this item.</p> <p>District Accountant Doyel inquired regarding what type of financial reports ESAC wanted. General Manager Kivley reported that the financials will be included in the November BOD Agenda packet.</p>	

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<b>10. Closing Comments by ESAC Members (Cont'd)</b>	Chairperson Ochylski stated that he intends to identify big picture priorities and sub-priorities to be reviewed by ESAC at the next meeting.	
<b>11. Adjournment</b>	The meeting adjourned at 7:03 p.m.	