

VISTA FIRE PROTECTION DISTRICT

Board of Directors

AGENDA

Meeting Location

"Smart Space" Office Center
450 South Melrose Drive
Vista, CA 92081



Regular Meeting

Wednesday, December 11 2024
1:00 P.M.

SPECIAL AGENDA (10:00 am – 12:00 pm)

ETHICS TRAINING (Workshop) – The Fire District will conduct the mandatory two (2) hours of ethics training for the Board of Directors and senior management staff. Christopher Cardinale, Attorney, Alvarez-Glasman & Colvin will conduct the training. No action will be taken, and members of the public are welcome to attend.

BUSINESS SESSION – REGULAR AGENDA (1:00 pm)

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 760-688-7588. Notification 48 hours prior to the meeting will enable the district staff to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot act on any matter presented during Public Comment but can refer it to staff for review and discussion at a future meeting. As permitted by State Law, the Board may act on matters of an urgent nature, or which require immediate attention.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings posted on the District's website www.vistafireprotectiondistrict.org or by contacting the Clerk of the Board at krannals@vistafpd.org

PLEDGE OF ALLEGIANCE

CALL TO ORDER

1. OATH OF ALLEGIANCE – NEW ELECTED BOARD MEMBERS

Administration of the *Oath of Allegiance* to Board Members-Elect Reed Miller, Division A; Robert Fougner, Division B; and John Ploetz, Division C. A Notary Public will administer the Oath of Allegiance.

2. ELECTION OF OFFICERS

Pursuant to the Fire Protection District Law 1987, Health and Safety Code §13853, effective January 1, 1988, the district board shall elect a president, vice-president and a secretary or clerk. All positions elected shall become effective January 1, 2025.

3. ROLL CALL

4. ORAL COMMUNICATION (PUBLIC COMMENT)

The Board invites District residents and others in attendance to address the Board on any matter of public concern related to the District's business.

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff, or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Continuing Business.

5. MOTION WAIVING READING IN FULL OF ALL RESOLUTIONS/ORDINANCES

6. CONSENT CALENDAR

a. Board of Directors Minutes

i) **Approve** the Board of Directors regular meeting November 13, 2024

b. Payroll Register

Approve Payroll paid on December 7, 2024

\$5,200.00

Approve Payroll Taxes paid on paid on December 7, 2024

\$397.80

\$5,597.80

c. Accounts Payable

Approve Accounts Payable Check 4255 thru 4261 to be paid December 11, 2024 \$360,508.87

Auto withdrawal(s) paid on November 10 – December 9, 2024

\$970.28

\$361,479.15

d. Receive and File – Information

i) Monthly Reports

(1) *Fire Chief*

(2) *Fire Marshal*

(3) *District Inspector*

(4) *Effective Response Force Report – October 24*

ii) Southern Operations Seasonal Weather Outlook – December 2024 – March 2025

iii) Administrative Manager’s Report

iv) Correspondence

(1) None

7. NEW BUSINESS

a. Board Vacancy

To discuss and/or provide direction for the selection process to appoint (or elect) a successor for the board vacancy created by the election of Read Miller to Vista Fire Protection District Division A. [Staff Report 24-24](#)

ACTION REQUESTED: Select appointment process and set special meeting date for selection.

b. Policy 3020 – Use of District Seal, Logos or Emblems

To discuss and/or approve a policy on the use of the District Seal, Logos or Emblems. [Staff Report 24-25](#)

ACTION REQUESTED: Approve policy and designate the Board Clerk as the custodian of the District seal, logos, or emblems.

c. Resolution No. 2024-08

To discuss and/or adopt Resolution No. 2024-08 – *entitled* a Resolution of the Board of Directors of the Vista Fire Protection District Acknowledging Receipt of a report made by the Fire Chief Regarding Required Inspection of Certain Occupancies Pursuant Section 13146.2 and 13146.3 of the California Health and Safety Code. [Staff Report 24-26](#)

Action Requested: **Adopt**

d. Ordinance No. 2025-01

To introduce Ordinance No. 2025-01 *entitled* and Ordinance of the Board of Directors of the Vista Fire Protection District Establishing a Schedule of Fees for Emergency Medical Services. [Staff Report 24-27](#)

Action Requested: **Set Public Hearing, Second Reading, and Final Adoption**

e. Future Meeting Schedule

To discuss optional meetings, such as workshops to discuss in greater detail topics of interest to the Board of Directors.

Action Requested: [Information/Direction](#)

8. CONTINUING BUSINESS

a. Buena Creek Fuels Management

To provide an update on the progress of developing a plan for fuels management of Buena Creek.

ACTION REQUESTED: [Information/Direction](#)

9. ORAL REPORT(s)

- b. Fire Chief
- c. Deputy Chief - Administration
- d. Administrative Manager
- e. Legal
- f. Board of Directors

10. CLOSED SESSION

Conference with Legal Counsel – Anticipated Litigation

Pursuant to Gov. Code Section 54956.9 (d)(4)

Based on existing facts and circumstances, the legislative body of the local agency has decided to initiate or is deciding whether to initiate litigation.

Number of potential cases: One

11. ADJOURNMENT

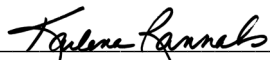


VISTA FIRE PROTECTION DISTRICT
Board of Directors
Regular Meeting Agenda
Wednesday, December 11, 2024 1:00 pm PT

CERTIFICATION OF POSTING

I certify that on December 5, 2024 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Vista Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Vista, California on December 5, 2024



Karlana Rannals
Board Clerk



VISTA FIRE PROTECTION DISTRICT
Regular Board of Directors Meeting
Minutes – November 13, 2024

These minutes reflect the order in which items appeared on the meeting agenda and do not necessarily reflect the order in which items were considered.

REGULAR AGENDA

President Elliott called to order the regular meeting of the Vista Fire Protection District Board of Directors at 1:00 PM at the “Smart Space” conference room located at 450 South Melrose Drive, Vista CA.

1. Pledge of Allegiance

President Elliott led the assembly in the Pledge of Allegiance.

2. Roll

Directors Present: Elliott, Fougner, Gomez (arrived at 1:02 pm), Miller, Ploetz

Directors Absent: None

Staff Present: Karlena Rannals, Administrative Manager; Gerard Washington, Fire Chief; Bret Davidson, Deputy Chief; and Chris Cardinale, Legal Counsel

3. Oral Communication (Public Comment)

No one requested to speak to the Board.

4. Consent Calendar

MOTION BY DIRECTOR FOUIGNER, SECOND BY DIRECTOR MILLER, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to approve the consent calendar with the removal of 5.c.i (1) Fire Chief report: as submitted:

a. Board of Directors Meeting

i. Minutes (Regular Meeting) October 9, 2024

b. *Payroll Register*

- Payroll paid on November 7, 2024 \$5,000.00
- Payroll taxes paid on November 7, 2024 \$ 382.50

Total \$5,382.50

b. *Accounts Payable*

- Accounts Payable Check 4244 thru 4254 to paid November 13, 2024 \$87,289.46
- Auto withdrawal(s) paid on October 10 – November 9, 2024 \$ 997.32

Total \$88,266.78

c. *Receive and File*

i) Monthly Reports

(2) *Fire Marshal*

(3) *District Inspector*

(4) *Effective Response Force Report – September*

ii) Southern Operations Seasonal Weather Outlook – November – January 2025

iii) Administrative Manager’s Report

iv) AB1234 Travel Report – Rannals (CSDA Board Clerk Conference)

v) Correspondence

(1) None

Director Miller had the following questions for the Chief:

Q: With the relocation of temporary station 3, are there any significant changes in the responses to the District and City? He reported that station 3 is getting pulled to City calls more often, but it is too soon to tell the impact of response times since a monthly report has yet to be generated.

Q: Update on the Shake Roofs? He reports that there is nothing to regulate unless a roof is replaced. The fire department cannot mandate a replacement. Director Miller requested this item be placed on a future agenda.

Q: Seeking recommendations on the use of the Fire Inspector's time until the end of the contract. He responded that until the weed abatement process is completed, currently there is not capacity to add any projects to the inspector's duties.

MOTION BY DIRECTOR MILLER, SECOND BY DIRECTOR GOMEZ, CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to RECEIVE AND FILE item 5.c.i (1) Fire Chief report of the consent calendar.

5. New Business

a. *Independent Auditor's Report FY 2023/2024 (Time Certain: 1:15 pm)*

Jonathan Abadesco, CJ Brown & Company CPAs participated via Zoom. Mr. Abadesco delivered a PowerPoint presentation summarizing the financial statements of the District noting that the District has received a "clean opinion" for the FY24 audit. He also reported that the auditors had no disputes or concern with management or the internal controls in place. He responded to questions from the Board.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR MILLER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to accept the FY 2023-24 independent audit and management report as presented.

b. *Contract Renewal – Landscaping Contract*

Ms. Rannals summarized the staff report provided. She reminded the Board that they approved Policy No. 4020 – Purchasing and Contracting in November 2023. Staff contacted Aztec Landscaping regarding their upcoming renewal. Aztec Landscaping has requested a 7.3% contract increase (from \$26,250 → \$28,176). Staff countered their request, asking if there was an interest in an additional 12-month period, offering a 5% increase (from \$28,176 → \$29,585) The increase remains under the new \$30,000 threshold and currently does not require that the contract be rebid. Staff recommended the 24-month extension. She responded to questions from the Board.

MOTION BY DIRECTOR PLOETZ, SECOND BY DIRECTOR FOUNGNER, and CARRIED 5 AYES; 0 NOES; 0 ABSENT; 0 ABSTAIN to authorize a 24-month contract with Aztec Landscaping, Inc. for Emergency Access Road Maintenance, Weed Abatement, and As Needed Services to the Vista Fire Protection District. The contract will be effective from December 1, 2024, to December 1, 2026, with an annual rate of \$28,176 for the first year and \$29,580 for the second year. In addition, the Administrative Manager was authorized to execute the contract.

c. *Board of Directors Meeting Calendar*

Ms. Rannals reviewed the meeting schedule for the calendar year 2025. At this time, no adjustments were made to the schedule, therefore, no action was taken by the Board.

d. *Special Presentation – “Navigating the Fire Insurance Maze”*

Deputy Chief Davidson delivered a PowerPoint presentation reviewing the complexity of the heavily regulated insurance industry and how the industry sets their rates. Many insurance agencies in California have paused or suspended writing policies for new properties, with property owners being forced into the FAIR plan. He reviewed a new program Safer from Wildfires program, which is intended to help homeowners take mitigation steps to lower their risk. The more actions that a homeowner takes under Safe from Wildfires, such as neighborhoods forming a Firewise USA community will qualify you for an insurance discount. He also discussed how artificial intelligence is being used by the insurance industry. He summarized activities that fire departments can do to lower insurance rates, such as the following under the current Safe from Wildfires initiative:

- 1) Assist neighborhoods to become Firewise communities; and
- 2) Be recognized as a Fire Risk Reduction Community by the Board of Forestry and Fire Protection

In addition, as a Fire District, should have a robust weed abatement ordinance and have an initiative-taking defensible space program. Chief Davidson and Chief Washington responded to questions from the Board. Chief Davidson was thanked for the information and his preparation of the presentation.

10-minute recess

Director Fougner departed at 2:25 pm.

6. Continuing Business

a. *Buena Creek Fuels Management (Time Certain – 2pm)*

Ms. Caitlin Kreutz, Environmental Consultant discussed her report submitted to the board for review. She stated that until Necessity of Right of Entry (ROE) Permits are obtained, she is unable to provide a detailed analysis of what grants may be available. However, she discussed options currently available such as a CalFire Wildfire Prevention Grants Program; California Fire Safe Council Grants Clearinghouse; and Federal Emergency Management Agency Hazard Mitigation Grant program to name a few. She discussed the next steps, which included a recommendation that the District retain the services of an environmental consulting firm, and that she can serve as the project manager and environmental specialist.

Mr. Cardinale suggested that the Board authorize him the time to assist them in looking for a path forward. He noted that hiring an environmental consultant will require the development and distribution of a Request for Proposal (RFP). Is the board seeking a compulsory vs. voluntary path for compliance? He offered to prepare a proposal for their review as what needs to be done...what is the roadmap to accomplish the cleanup of the properties. The Board by consensus agreed to direct staff to prepare a plan of options and provide an update at the December board meeting.

7. Oral Report(s)

- 1) *Fire Chief* – in addition to his report submitted, Chief Washington distributed the 2023 Annual Fire Department report for information. He also reported that the Fire Department has a new logo, flag, and patch.
- 2) *Deputy Chief – Administration* – he reported that there are currently nine (9) forced abatements between the City and the District.
- 3) *Administrative Manager*: In addition to her report submitted, Ms. Rannals reported the following:
 - She reminded the board of the Ethics training is scheduled for December 11, 2024 from 10am – 12pm. This is in advance of the regularly scheduled meeting.
 - November 6, 2024 Election Results: she reported that all incumbents were elected to their new divisions.
 - Onboarding Board Members: she informed the board that she has been developing the materials to properly onboard a newly elected official.
- 4) *Legal – Cardinale*
 - He reported that he is working with the Policy & Procedure ad hoc committee and has a meeting scheduled with Director Fougner on December 9. In addition, he will be discussing at the same meeting prepared bullet points to discuss with the City for a possible contract amendment.
- 5) *Board of Directors*
 - Ploetz –reported that he attended the Badge Pinning Ceremony on November 9. He was pleased that the District was recognized. Also, he went on the emergency access road inspections with Inspector Kozakiewicz and observed Aztec working on the sandbag project.
 - Gomez – the FireSafe Council is moving formed. They are working to implement a Home Assessment Program. He requested authorization for funding and the use of the District logo. He was informed that it was not on the agenda; therefore, the board could not act. The use of the logo will be added to the December agenda.
 - Elliott – presented Director Gomez with a plaque in recognition of his term as a Director for the Vista Fire Protection District.

8. Adjournment

President Elliott adjourned the meeting at 4:10 pm.


Karlana Rannals
Board Clerk

James F. Elliott
President

VISTA FIRE PROTECTION DISTRICT
PAYROLL REGISTER - May (Paid 12/07/24)

Payment No.	Name	Gross
Direct Deposit	Gomez, Daniel (Sep - Dec 2024)	\$ 200.00
Direct Deposit	Rannals, Karlana	<u>\$ 5,000.00</u>
		\$ 5,200.00
	Employer Payroll Taxes	
	Federal (Social Security/Medicare)	\$ 397.80
	State	<u>\$ -</u>
		<u><u>\$ 5,597.80</u></u>

VISTA FIRE PROTECTION DISTRICT
ACCOUNTS PAYABLE
November 13, 2024

Check #	PAYEE & ADDRESS	DESCRIPTION	AMOUNT
Auto Withdrawal	SmartSpace Vista (c/o SVN Vanguard) 4455 Murphy Canyon Road, Ste 200 San Diego, CA 92123	Space Rent - November 2024 <i>Paid on 12-3-2024</i>	\$877.95
Auto Withdrawal	ADP, Inc.	November Payroll Fee <i>Paid on 11-9-2024</i>	\$92.33
		Accounts Payable (Auto withdrawal)	\$970.28
4255	ALVAREZ-GLASMAN & COLVIN 13181 Crossroads Pkwy. North Suite 400 - West Tower City of Industry, CA 91746	Legal Fees - District Business Invoice # 2024-10-21220 & Invoice # 2024-10-21221	\$3,352.50
4256	AZTEC LANDSCAPING 7980 Lemon Grove Way Lemon Grove, Ca 91945	Emergency Access Roads, Invoice # L5342, November 2024	\$2,187.50
4257	C J BROWN & COMPANY CPA's 10805 Holder St. Ste 150 Cypress, CA 90630	FY24 Audit Progress Payment - October & November	\$1,743.00
4258	CITY OF VISTA 200 Civic Center Drive Vista, CA 92084	Fire/EMS - TA#4 Fire Inspector - November 2024	\$344,723.37 \$6,237.08
4259	RANNALS, Karlena	Out of Pocket Expenses (Nov 1 - 30, 2024)	\$2,031.42
4260	RGM CONSULTING 815 Sierra Verde Dr. Vista, CA 92084	Monthly Maintenance (December 2024) Inv # 7317	\$150.00
4261	STREAMLINE P.O. Box 207561 Dallas, TX 75320-7561	Monthly Billing for Webhosting Invoice # 67009CA4-0049	\$84.00
		Accounts Payable (Checks)	\$360,508.87
	PAYROLL: See Payroll Register U.S. TREASURY (PAYROLL TAX)	Employee & Directors FEDERAL FORM 941-EFT VIA EFTPS-DEPOSIT	\$5,200.00 \$397.80
		August Payroll Total	\$5,597.80
		Total District Expenses - November 2024	\$367,076.95
	CHECK VOID		
	Director		11-Dec-24
			
	Administrative Manager		6-Dec-24

**Accounts Payable
Certification**

Vista Fire Protection District
450 S. Melrose Dr., Ste 105
Vista, CA 92081

CERTIFICATION FOR PAYMENT NO. TA#4

CONSULTANT/VENDOR:
City of Vista

BILLING PERIOD:

ADDRESS: 200 Civic Center Drive, Vista, CA 92084

ACCOUNT No.:

DESCRIPTION: Tax Apportionment #4

STATEMENT OF PAYMENT

				Apportionment of Fee	FEE PAYABLE
Gross Tax Apportionment	100%	\$	383,025.97	0%	\$ -
Less Interest Allocation	100%	\$	-	0%	\$ -
Tax Apportionment	100%	\$	383,025.97	90%	<u>\$ 344,723.37</u>
Invoice Billed #: 27615					\$ 344,723.37
Discrepancy					<u>\$ 0.00</u>



Certified by: Karlana Rannals, Administrative Manager

11/19/2024

Date



TO: BOARD OF DIRECTORS
FROM: GERARD WASHINGTON, FIRE CHIEF
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE CHIEF’S REPORT
DATE: December 4, 2024



Monthly Activity Summary (November 1 to November 31, 2024)

The following highlights the work activities for the reporting period:

1. All hands department photo and meeting on 11/6.
2. Badge Pinning Ceremony was 11/19 was very successful celebrating all the promotions and new hires this past year.
3. *Weed Abatement Update:*
 - Total Initial Inspections: 6,468
 - Total Inspections to date (Including Reinspection's): 7,976
 - Total inspections left: 341
 - Force Abatement:*
 - In the City: 1 (completed)
 - In the Fire District: 4 (completed by parcel owner voluntary)
4 (waiting to be schedule with contractor)
4. Ambulance Fee recommendation going to City Council on December 12, 2024 for revision.
5. Asphalt repair at temporary station three complete. Huge thanks to VUSD who allowed us to park on their easement to the west of the station in the daytime and overnight to allow the asphalt to cool. Working with their Operations Manager who is fantastic.
6. Three BLS ambulances are being outfitted and getting the radios programmed. Anticipate them being in service by the end of the month.
7. City is looking at purchasing a reserve truck company for when T126 is out of service due to maintenance.
8. Preparing for Captains and Engineers exams in 2025
9. NBS has been contracted out to conduct a cost analysis for all fire prevention fees. This should be complete in 2025.
10. CalFire local responsibility maps for medium, high, and very high wildland zones for the City are going to be available in January 2025. We have input starting January but will have to adopt the map according to the government code within 120 days. Tentatively, we would like it on the March 12 City Council meeting.
11. New Fire Department patch is being processed at uniform shop. Cindy has been working with them on logo design issues and colors. We should have a sample patch by next month.
12. Fire Prevention had 3 public education events, Miramar College Career Day (150 contacted), Montessori School K-8th at 155 Emerald Dr. Fall Festival (150 kids contacted), and Frazier Farms this Friday with KSON Radio
13. We received three new BLS ambulances anticipated date in service is the middle of November.
14. CERT Graduaton set for Dec 11, 2024.

15. Call of Note:

- Assisted North County Fire with a 50-acre brush fire at Gird and Highway 76. We sent two brush units, one Battalion Chief, and one Deputy Chief. Commitment for about six hours. Battalion backfill came from Vista and backfill stations from other neighboring partners.
- Fatality pedestrian traffic collision by the Stater Bros on Sycamore. May have involved a crime prior to the accident.
- Assisted San Marcos with the two-alarm commercial structure fire.

TO: BOARD OF DIRECTORS
FROM: MARK VIEROW, FIRE MARSHAL
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE MARSHAL
DATE: December 4, 2024



Monthly Activity Summary (November 1-30, 2024)

The following highlights the work activities for the reporting period:

1. Projects: The Havens, Gopher Canyon Rd
No change
2270 Primrose, 1 building, 11 apartments
No change
2357 S Santa Fe Ave. La Sabila Senior Living complex 85 Units
Site work continues, foundation poured
2. Plan checks and construction inspections continue.
5 plan checks
7 construction inspections
3. 2,240 new square feet.
\$2060.80 in fire mitigation fees.

These include an Accessory Dwelling Unit & Workshop

4. Attended District Fire Marshal meeting at the County office.

TO: BOARD OF DIRECTORS
FROM: James Kozakiewicz, Fire Inspector
SUBJECT: MONTHLY ACTIVITY REPORT – FIRE
DATE: December 4, 2024



Monthly Activity Summary (November 1– December 4, 2024)

The following highlights the work activities for the reporting period:

1. Inspector Kozakiewicz evaluated all emergency access roads with Director Ploetz. All access roads are within compliance.
2. On November 4, 2024, there was a fire located at 876 Osborne Street. The origin of the fire was described as taking place on the northwest corner of detached outdoor patio. There were no injuries. The cause of the fire remains undetermined.
3. Emergency access road signage has been received. Inspector Kozakiewicz is expected to install signage during the last week of December.
4. The overgrown tree located at the East end of Par Valley emergency access road has been trimmed and is within compliance.
5. The hydrant located at the East end of Par Valley emergency access road gate is not accessible. Inspector Kozakiewicz is still working on a resolution.
6. The 2024 weed abatement re inspections are still in progress. Some parcels are moving towards forced abatement.
7. Inspector Kozakiewicz attended the FSC meeting. Chief Kane from the City of San Diego Fire Rescue presented his fire investigation of the Montezuma Fire.



EFFECTIVE RESPONSE FORCE REPORT

OCTOBER 2024



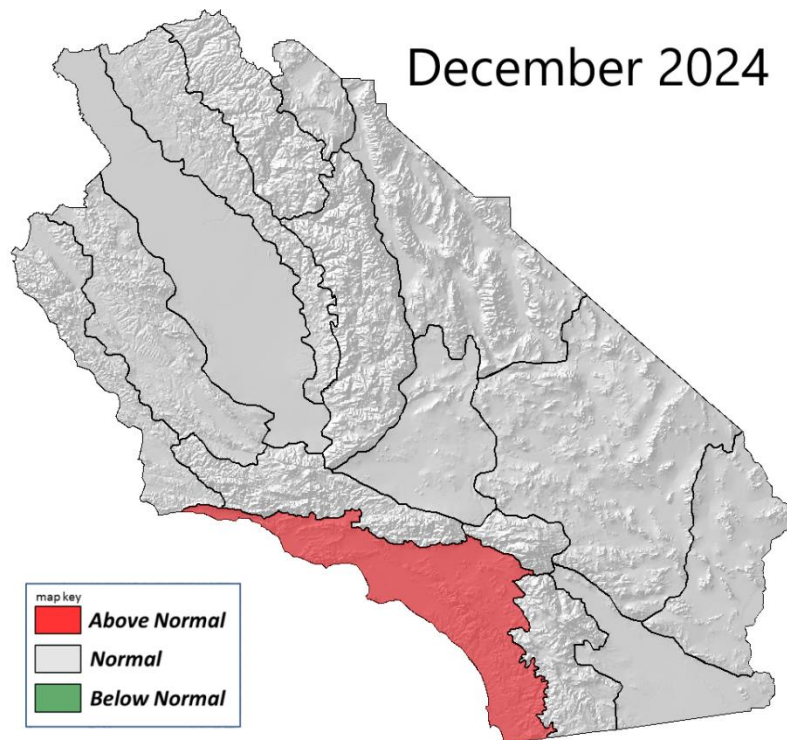
VISTA FIRE DEPARTMENT

STANDARD OF COVER TRAVEL INTERVALS

October 2024

This table describes the VFD standard Travel Interval times in accordance with Section 2.G.2.

Type	Risk Level	Unit Complement	Parameter	Urban	Suburban	Rural
All Risks	N/A	1 Engine or 1 Aerial	Objective	00:05:40	00:06:30	00:08:00
All Risks	N/A	1 Engine or 1 Aerial	90th Percentile	00:07:49	00:07:07	00:10:08
All Risks	N/A	1 Engine or 1 Aerial	Count	44	2	23
Fire	High	4 Engine, 1 Ambulance, 1 BC, 1 Aerial	Objective	00:09:30	00:11:00	00:11:30
Fire	High	4 Engine, 1 Ambulance, 1 BC, 1 Aerial	90th Percentile	n/a	n/a	n/a
Fire	High	4 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	n/a	n/a	n/a
Fire	Medium	3 Engine, 1 Ambulance, 1 BC, 1 Aerial	Objective	00:09:00	00:10:30	00:11:00
Fire	Medium	3 Engine, 1 Ambulance, 1 BC, 1 Aerial	90th Percentile	n/a	n/a	00:14:38
Fire	Medium	3 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	n/a	n/a	1
Fire	Low	1 Engine	Objective	00:05:40	00:08:00	00:08:00
Fire	Low	1 Engine	90th Percentile	00:06:39	00:07:34	00:11:30
Fire	Low	1 Engine	Count	1	1	3
EMS	High	1 Engine, 1 Ambulance	Objective	00:06:00	00:08:30	00:09:30
EMS	High	1 Engine, 1 Ambulance	90th Percentile	00:09:39	n/a	00:09:43
EMS	High	1 Engine, 1 Ambulance	Count	17	n/a	7
EMS	Medium	1 Engine, 1 Ambulance	Objective	00:06:00	00:08:30	00:09:30
EMS	Medium	1 Engine, 1 Ambulance	90th Percentile	00:12:12	00:04:12	00:13:39
EMS	Medium	1 Engine, 1 Ambulance	Count	20	1	8
EMS	Low	1 Engine, 1 Ambulance	Objective	00:06:00	00:08:30	00:09:30
EMS	Low	1 Engine, 1 Ambulance	90th Percentile	n/a	n/a	n/a
EMS	Low	1 Engine, 1 Ambulance	Count	n/a	n/a	n/a
Rescue	High	2 Engine, 1 Ambulance, 1 BC, 1 Aerial	Objective	00:09:00	00:10:30	00:11:30
Rescue	High	2 Engine, 1 Ambulance, 1 BC, 1 Aerial	90th Percentile	n/a	n/a	n/a
Rescue	High	2 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	n/a	n/a	n/a
Rescue	Medium	1 Engine, 1 Ambulance, 1 BC, 1 Aerial	Objective	00:08:30	00:11:00	00:11:00
Rescue	Medium	1 Engine, 1 Ambulance, 1 BC, 1 Aerial	90th Percentile	n/a	n/a	n/a
Rescue	Medium	1 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	n/a	n/a	n/a
Rescue	Low	1 Engine, 1 Ambulance	Objective	00:08:00	00:08:00	00:09:00
Rescue	Low	1 Engine, 1 Ambulance	90th Percentile	00:07:23	n/a	00:08:05
Rescue	Low	1 Engine, 1 Ambulance	Count	2	n/a	2
Wildland	Red Flag	2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft	Objective	00:10:24	00:13:00	00:18:12
Wildland	Red Flag	2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft	90th Percentile	n/a	n/a	n/a
Wildland	Red Flag	2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft	Count	n/a	n/a	n/a
Wildland	High	2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft	Objective	00:10:24	00:13:00	00:18:12
Wildland	High	2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft	90th Percentile	n/a	n/a	n/a
Wildland	High	2 Type 1, 3 Type 3, 1 BC, 1 WT, Aircraft	Count	n/a	n/a	n/a
Wildland	Medium	2 Type 1, 2 Type 3, 1 BC	Objective	00:10:24	00:13:00	00:18:12
Wildland	Medium	2 Type 1, 2 Type 3, 1 BC	90th Percentile	n/a	n/a	n/a
Wildland	Medium	2 Type 1, 2 Type 3, 1 BC	Count	n/a	n/a	n/a
Wildland	Low	2 Type 1, 2 Type 3, 1 BC	Objective	00:09:00	00:13:00	00:18:12
Wildland	Low	2 Type 1, 2 Type 3, 1 BC	90th Percentile	n/a	n/a	n/a
Wildland	Low	2 Type 1, 2 Type 3, 1 BC	Count	n/a	n/a	n/a
Hazmat	High	2 Engine, 1 Ambulance, 1 BC, 1 Aerial	Objective	00:09:00	00:10:30	00:11:30
Hazmat	High	2 Engine, 1 Ambulance, 1 BC, 1 Aerial	90th Percentile	n/a	n/a	n/a
Hazmat	High	2 Engine, 1 Ambulance, 1 BC, 1 Aerial	Count	n/a	n/a	n/a
Hazmat	Low	1 Engine	Objective	00:05:40	00:06:30	00:08:00
Hazmat	Low	1 Engine	90th Percentile	n/a	n/a	n/a
Hazmat	Low	1 Engine	Count	n/a	n/a	n/a



The odds tilt towards near-normal (gray) large fire potential for all 16 Predictive Services Areas (PSAs) for January – March 2025

December 2024 – March 2025 South Ops Highlights

- The odds show a slight tilt towards above normal large fire potential for the South Coast for December 2024 due to lack of rainfall this autumn season.
- The odds show a slight tilt towards near-normal large fire potential for the South Coast for January – March 2025.
- The odds show a slight tilt towards near-normal large fire potential for all other PSAs for December 2024 – March 2025.
- The odds show a moderate to strong tilt in favor of a La Niña winter for 2024-2025.

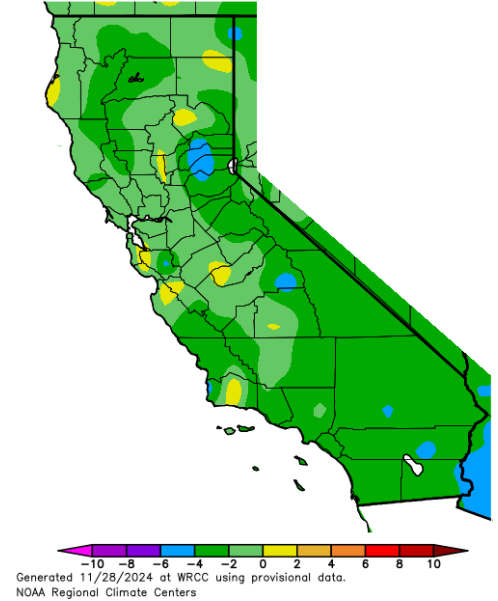


Weather Discussion

A cool and dry weather pattern persisted for most of November 2024. Temperatures remained 2-4F below average (**Fig 1**). A large swath of Southern California received less than 25% of their average November precipitation. Central California experienced a less extreme precipitation anomaly due to most regions receiving between 50% and 75% of their average November precipitation (**Fig 2**).

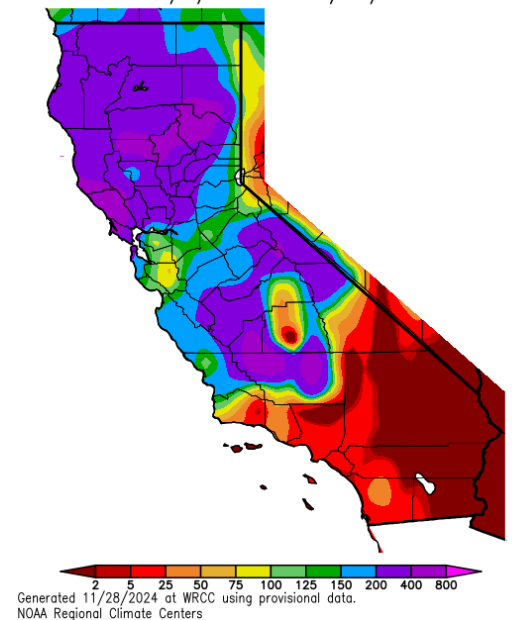
The El Niño Southern Oscillation (ENSO) remains in the cooler part of the neutral phase (closer to La Niña than El Niño) (**Fig 3**). Sea surface temperature (SST) anomalies have fluctuated between -0.5°C and -1.0°C for the past 2 months. However, a formal La Niña has not been declared since there have not been 5 consecutive overlapping 3-month periods where the Oceanic Niño Index (ONI) has remained -0.5 or lower.

Ave. Temperature dep from Ave (deg F)
11/1/2024 – 11/27/2024



**Fig 1: November 1st – November 27th
Temperature Departure from Average**

Percent of Average Precipitation (%)
11/1/2024 – 11/27/2024



**Fig 2: November 1st – November 27th
Precipitation (% of Ave.)**

EQ. Upper-Ocean Heat Anoms. (deg C) for 180–100W

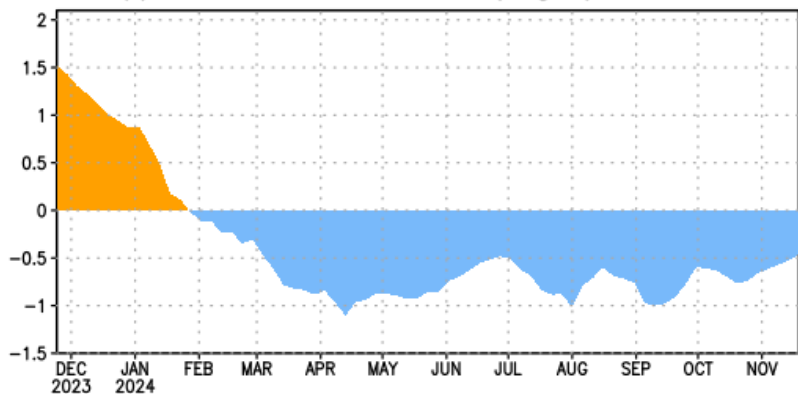


Fig 3: Equatorial Pacific Upper-Ocean Heat Anomaly



Fuels Discussion

The USDA drought monitor shows a wide area of abnormal dryness (D0) across central California. A drought has been declared for the Northern Deserts through the Central Mojave and into the Lower and Eastern Deserts. Most of the Northern Deserts and Central Mojave remain in Moderate Drought (D1) status, though the eastern portions of the Central Mojave Predictive Services Area (PSA) and the Lower and Eastern Deserts are in Severe Drought (D2) conditions. Extreme eastern portions of the Eastern Deserts along the border of San Bernardino/Riverside/Imperial Counties with Arizona are in Extreme Drought (D3) conditions (**Fig 4**). These drought conditions are attributed for a lack of a monsoon season over the deserts in Southern California.

Due to recent moisture, Energy Release Components (ERCs) remain below normal for most PSAs (**Fig 5**). ERCs remain above normal across the Lower and Eastern Deserts, however a major limiting factor across this area is the very low fuel loading (not much fuel available). The South Coast PSA currently has below normal ERCs, however ERC values are expected to trend upward during early December. Live fuel moisture remains at critically low levels across the region and there has been no green-up by this point in time (**Fig 6**). However, due to the larger amount of precipitation across Central California, green-up is likely during December. However for Southern California, green-up remains unlikely for the first half of December due to no significant precipitation being expected at this time.

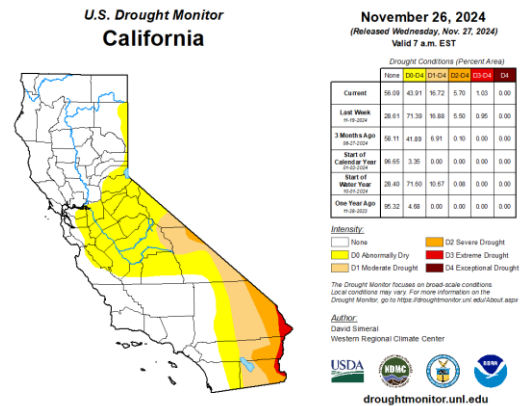


Fig 4: USDA Drought Monitor November 26th

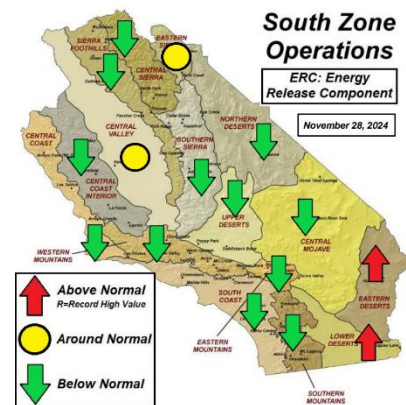


Fig 5: Energy Release Components by PSA Map

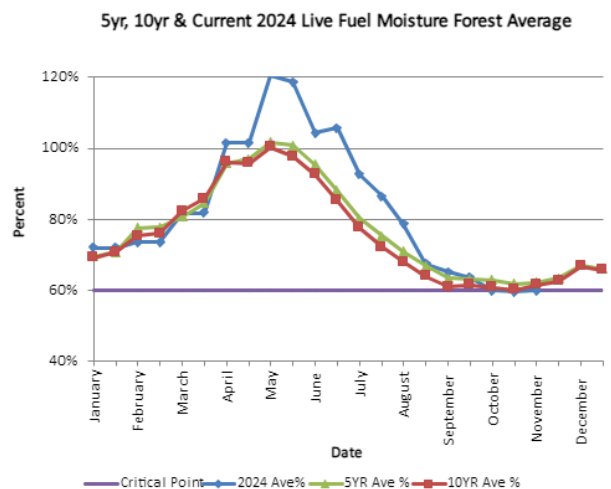


Fig 6: Los Padres NF Live Fuel Moistures for November 2024



SOUTH OPS OUTLOOK

Climate models suggest the odds tilt in favor of either a weak La Niña or a colder ENSO neutral state for the 2024-2025 winter season (Fig 7). Due to the tilt in the odds favoring a more La Niña-like pattern this winter, climate models also suggest a slight to moderate tilt in the odds towards a warmer and drier winter overall. Due to the lack of a significant precipitation event across Southern California, the probability for Southern California to see green-up conditions for December is low. There is a moderate to strong tilt in the odds for Central California to experience green-up conditions in December due to those areas experiencing a greater amount of precipitation. Current SST anomalies show an overall pattern similar to La Niña as there is a large area of cooler than normal SSTs in the equatorial Pacific (Fig 8).

Due to the low probability of green-up conditions for Southern California, there is a slight tilt in the odds towards above normal large fire potential for the South Coast PSA (SC-08) for the month of December, then a slight tilt in the odds towards near-normal large fire potential for January through March. However, if there are zero significant precipitation events in December, there is a chance for January having a slight tilt in the odds towards above normal large fire potential for the South Coast PSA in the next seasonal outlook. All other Southern California PSAs have a slight tilt in the odds towards near-normal large fire potential through March. All Central California PSAs have a strong tilt in the odds towards near-normal large fire potential through March with the climatological normal number of large fires in the Central California PSAs being zero for this time of the year.

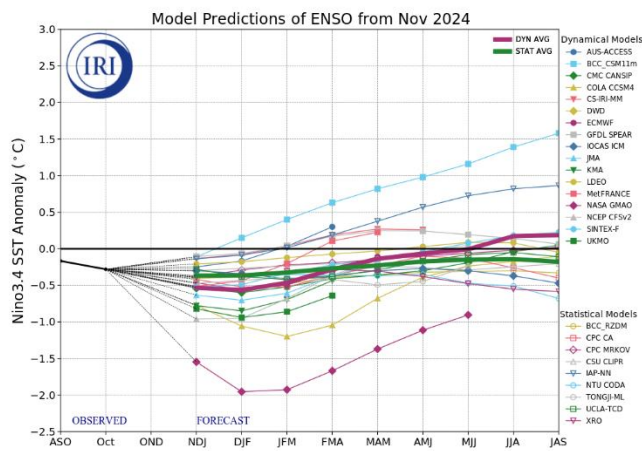


Fig 7: Climate Model Predictions of the El Niño Southern Oscillation

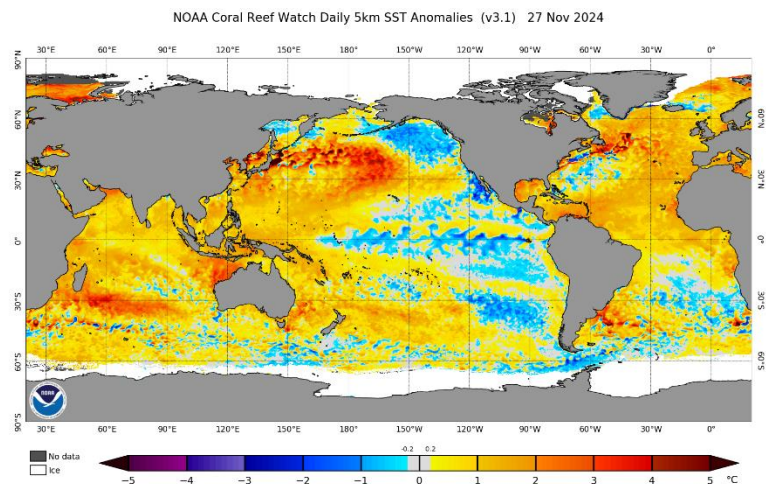
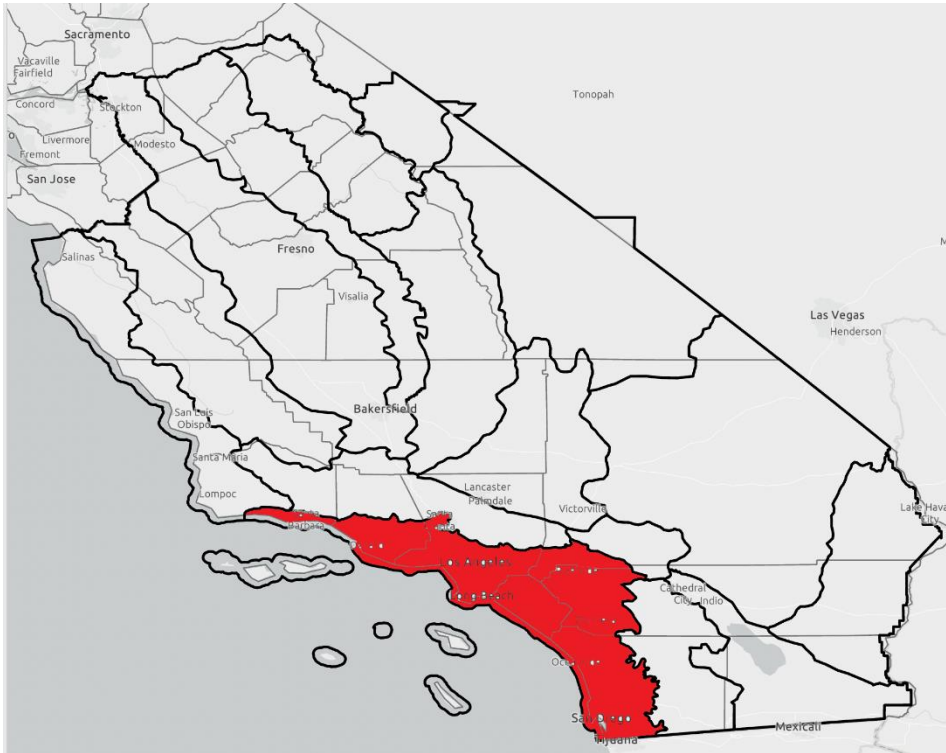


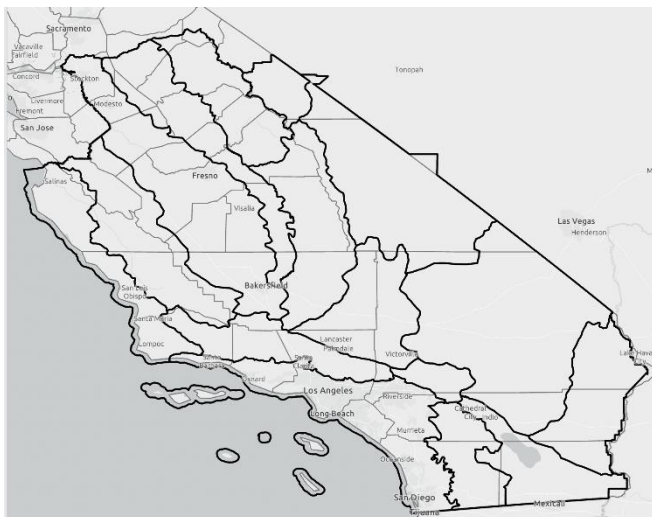
Fig 8: Sea Surface Temperature Anomaly, November 27th, 2024



Maps with Counties and Select Intel Links used in the forecast



December 2024



January - March 2025

Climate

- <https://calclim.dri.edu/pages/anommaps.html>
- <https://droughtmonitor.unl.edu/>
- <https://www.cpc.ncep.noaa.gov/products/NMME/>

100 hr dead fuel moisture

- https://gacc.nifc.gov/oscc/fuelsFireDanger_Hundred.php

Current sea surface temperatures

- <https://www.ospo.noaa.gov/Products/ocean/sst/anomaly/>
- <https://www.tropicaltidbits.com>

TO: BOARD OF DIRECTORS
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: MONTHLY ACTIVITY REPORT - ADMINISTRATION
DATE: December 6, 2024



Activity Summary (November 1 – 30, 2024)

The following highlights my work activities for the reporting period:

1. Attended November 6 with President Elliott the Vista Fire Department all hands meeting.
2. Attended November 9 with Director's Gomez & Ploetz the Vista Fire Department Badge Pinning Ceremony
3. Coordinated and participated in the 2:2:1 meeting (November 12) in advance of monthly board meeting.
4. Prepared agenda items and supporting reports for November 13 Board of Directors meeting.
5. Prepared all accounts payable and financial reports.
6. Attended November 13 Board of Directors meeting.
7. Met with legal counsel via Zoom, November 5 and 20.
8. Met November 25 (in person) with President Elliott
9. Met November 26 (via Teams) with Cardinale, Hodge, Roxas re: ambulance ordinance.
10. Reviewed final FY24 Independent Audit
11. Prepared agenda items for December 11 Board of Directors meeting
12. Out of office November 18-21; November 27-29.

The highlights do not include emails, phone calls, website updates, and other requests for review/comments on district topics.

STAFF REPORT

24-24

TO: BOARD OF DIRECTORS
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: BOARD VACANCY
DATE: DECEMBER 6, 2024



RECOMMENDATION

A recommendation will not be provided by staff, as this discussion must be held at the board level.

BACKGROUND

Director Miller was recently elected as a Director for Division A, which has led to his vacating his previous "at-large" seat on the board. This vacancy becomes effective as of December 11, 2024, upon his swearing into his new office. In accordance with the California Government Code §1780, the remaining board members will need to undertake specific steps to address this vacancy.

Key Requirements per California Government Code §1780

1. The District must notify the county elections official of the vacancy no later than 15 days following either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.
2. Appointment or Special Election

The board has the discretion to appoint a qualified individual to fill the seat or to call a special election, depending on time constraints, budgetary considerations, and the urgency of filling the role.

If the Board of Directors chooses to appoint a qualified resident of the district for the vacancy, the following steps are necessary:

1. Appointment shall be made within a period of 60 days immediately subsequent to either the date on which the District Board is notified of the vacancy or the effective date of the vacancy, whichever is later. In this case February 8, 2025.
2. A notice of the vacancy shall be posted in three or more conspicuous places in the district at least 15 days before the appointment is made.
3. Establish criteria and guidelines for selecting a new board member, ensuring alignment with the district's needs and values.
4. Appointment must be made at a public meeting.
5. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

If the Board of Directors choose to call for a special election for the vacancy, the following steps are necessary:

1. The election called shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

2. The person elected to fill the vacancy shall fill the balance of the unexpired term. The Board member, if elected, will serve until November 2026, at which time the individual may run for a full four-year term if they reside Division D or E.
3. The District will be required to pay for a special election for the estimated 12,495 registered voters. The estimate provided by the Registrar of Voters office for the County of San Diego is \$275,000 - \$450,000.

I have attached a **DRAFT** Notice of Vacancy for your consideration. Please review and provide the necessary information and/or changes so that the announcement can be posted no later than December 14, 2024.

NOTICE OF VACANCY

Vista Fire Protection District
Board of Directors

NOTICE IS HEREBY GIVEN, pursuant to §1780 of the Government Code of the State of California that a vacancy exists on the governing board of the Vista Fire Protection District, as of December 11, 2024.

NOTICE IS FURTHER GIVEN that the vacancy in said office may be filled by the remaining District Board members by appointment.

Said remaining Board members may make an appointment to fill said vacancy at a public meeting no later than February 8, 2025, or call for a special election.

This office, to which an appointment may be made and for which such vacancy exists, will expire on the commencement of the term of the person elected to said office at the next General Election to be held in November 2026.

The successful appointee is requested to submit nomination papers with the County of San Diego Registrar of Voters for election to the Vista Fire Protection District Board of Directors before the filling deadline for the next general election.

If you are interested in serving as a board member, please submit your resume and a letter of interest that includes that you meet the following qualifications:

1. Age 18, or over;
2. Reside within the boundaries of the fire protection district; and
3. A registered voter of the fire protection district.

All interested applicants must submit the requested materials to Karlena Rannals, Board Clerk by (DATE TBD) 5pm. *The Board of Directors has scheduled a special meeting for (DATE TBD), (TIME TBD), at which time all applicants will be interviewed.*

Should you have any questions, do not hesitate to contact any board member, the Board Clerk or at 760-688-7588.

Dated: December 13, 2024

BY ORDER OF THE GOVERNING BOARD OF THE VISTA FIRE PROTECTION DISTRICT



Karlena Rannals, Board Clerk

NOTICE OF VACANCY – ADDITIONAL INFORMATION

VISTA FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS

The VISTA FIRE PROTECTION DISTRICT has a vacancy on the Board of Directors. Persons interested in applying to fill the vacancy should know the following:

Applicants must reside within the boundaries of the Vista Fire Protection District and be a registered voter in the District.

The appointee will be requested to run in the general elections in November 2026 to retain the appointed seat, and preference will be given to those willing to run.

Regular Board of Director meetings are held on the second Wednesday of every month beginning at 1:00 p.m. at the District's Administrative office.

If you are interested in serving as a board member, please submit your resume and a letter of interest that includes that you meet the following qualifications:

1. Age 18, or over
2. Reside within the boundaries of the fire protection district; and
3. A registered voter of the fire protection district.

All interested applicants must submit the requested materials to Karlana Rannals, Board Clerk by (DATE TBD) (TIME TBD). *The Board of Directors has scheduled a special meeting for (DATE TBD), (TIME TBD), at which time all applicants will be interviewed.*

Should you have any questions, do not hesitate to contact any board member, the Board Clerk or at 760-688-7588.

TO: BOARD OF DIRECTORS
FROM: KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: POLICY 3020 – USE OF DISTRICT SEAL, LOGOS OR EMBLEMS
DATE: DECEMBER 6, 2024



RECOMMENDATION

Approve Administrative Policy 3020 - Use of District Seal, Logos or Emblems and designate the Board Clerk as the custodian of the District seal; and logos or emblems that may be approved in the future.

BACKGROUND

On the November 13, 2024 Board of Directors meeting, Director Gomez, also a member of the Fire Safe Council of Vista requested the use of the Vista Fire Protection District seal on their canopy, that also includes the District of Vista Fire Department. Since the matter was not properly agendized, the Board could not act.

The District seal, logo, and/or insignia are property of the District, and the District can control their use as well as prevent other parties from unauthorized use. Misuse or unauthorized use of the District's official seal, District logo, and other District insignia can cause confusion or misrepresentation that a statement, event, or organization is supported or endorsed by the District. Although a person may be criminally prosecuted for the improper use of the District's official seal if it is used in the context of campaign literature or mass mailings, there are no other statutory prohibitions on the use of the District's official seal or District logo. Therefore, staff is recommending adoption of policy governing the use of the official District seal, logo, and other insignia as a preventative measure to address potential fraud, deception, and misuse.

ANALYSIS

As a matter of administrative processes, the staff has developed a policy for consideration and approval. The purpose of the policy is for 1) Brand Protection; 2) Legal Compliance; 3) Public Trust and Reputation and 4) Clarity for Internal and External Use.

Restrictions on the use of an agency's seal are common. Such policies tend to give the agency's custodian of records (for example the board clerk) custody of the agency's seal and create penalties for unauthorized use; however, penalties are not being recommended.

The proposed policy aligns with best practices and safeguards the District's symbols while balancing accessibility and control. By approving the policy and designating a custodian, the Board will set up a framework that protects the District's brand and reputation while supporting transparency and clarity.

Furthermore, the proposed policy has undergone review by legal counsel to ensure compliance and accuracy.

ADMINISTRATIVE POLICY AND PROCEDURES

POLICY TITLE	Use of District Seal, Logos or Emblems
POLICY No.	3020
ADOPTED	TBD
REVISED	

3020.1 PURPOSE

The purpose of this policy is to provide:

- A. Brand Protection
 - 1. Ensures consistency: Establishes guidelines for the proper representation of the district's identity across various platforms and materials.
 - 2. Prevents misuse: Protects the integrity of the district's official symbols by preventing unauthorized or inappropriate use.
- B. Legal Compliance
 - 1. Protects intellectual property: Ensures the district's seals, logos, and emblems are used in accordance with copyright, trademark, and other applicable laws.
 - 2. Mitigates liability: Reduces the risk of legal disputes by clarifying the conditions under which these symbols can be used.
- C. Public Trust and Reputation
 - 1. Maintains professionalism: Ensures that the use of these symbols reflects positively on the district, reinforcing credibility and trust.
 - 2. Avoids confusion: Prevents unauthorized use that might mislead the public or imply endorsement by the district.
- D. Clarity for Internal and External Use
 - 1. Defines authorized use: Clearly specifies who may use the symbols (e.g., district staff, external partners) and for what purposes (e.g., official documents, promotional materials).

3020.2 POLICY

Except as otherwise expressly provided by state or federal law, or when done in the course of official District business, it shall be unlawful for any person or entity to use the District seal, or any emblem or logo approved for District use by the District Board of Directors, or which is otherwise created by or for the District in connection with or to identify any official District program or activity, by affixing or otherwise depicting the District seal, or any such official emblem, or logo, or replica thereof, on any document, thing, item, or material, or in or upon any internet website, without first having obtained written permission from the District to do so as provided in this section. Each day of any unauthorized use of the District seal, or official emblem or logo, shall constitute a separate offense.

The District's Board Clerk shall be designated as the custodian of the District Seal.

The District Manager or his or her designee shall authorize in writing the limited use of the District seal, or any official District emblem or logo, for a specific purpose by any person or entity (applicant) when all of the following criteria are met:

- A. The use of the District seal, emblem, or logo, or any copy, facsimile or reproduction thereof, is for a District, local civic, local cultural, local charitable or other local non-profit, non-political purpose.
- B. The applicant agrees not to use the District seal, emblem, or logo for commercial or other purposes not otherwise allowed by this section.
- C. The applicant submits a written request to the District Manager requesting permission.
- D. A sample or decent quality satisfactory to the District Manager of any document, item, material, or website page upon which the District seal, emblem or logo is to be used is submitted, and objective

ADMINISTRATIVE POLICY AND PROCEDURES		
POLICY TITLE	Use of District Seal, Logos or Emblems	
POLICY No.	3020	
ADOPTED		
REVISED		Page 2 of 2

evidence of good quality and workmanship, or high production standards, as applicable, is presented establishing that use of the District seal, emblem, or logo, as requested, will not:

1. Discredit or impair the integrity of the seal, emblem, or logo;
 2. Cause discredit or ridicule to the District in any manner;
 3. Put the District in a false light; or
 4. Falsely imply that the applicant is an employee, officer, or agent of the District; or be used for any political purpose.
- E. The District shall retain the right, at all reasonable times, to inspect any document, item, material, or website upon which the District seal, emblem, or logo is used in order to verify that the District seal, emblem, or logo is being used truly and correctly as represented by the applicant and in an unaltered form.
- F. Permission to use the District seal, emblem, or logo shall not be assignable.
- G. The use of the seal, emblem, or logo may be subject to any reasonable conditions imposed by the District Manager to carry out the purposes of this section.
- H. If, after receiving written permission, use of the seal, emblem or logo by the applicant fails to satisfy any of the criteria set forth above, the District Manager shall serve written notice of such violation upon the applicant with a request to cure or take appropriate affirmative action to cure the violation within thirty (30) days of the date of the notice. In the event the applicant fails to cure the violation to the satisfaction of the District Manager, the District Manager shall serve written notice personally, or by certified mail, to the applicant at the address on the application, that permission to use the District seal, emblem, or logo is terminated, and any further use shall be a violation of this section and a nuisance.
- I. A violation of this section is punishable as a misdemeanor and the same may be enjoined through use of any and all available legal remedies.

STAFF REPORT

24-26

TO: BOARD OF DIRECTORS
FROM: GERARD WASHINGTON, FIRE CHIEF
SUBJECT: CA SENATE BILL 1205
DATE: DECEMBER 6, 2024



RECOMMENDATION

Staff recommends the Board of Directors review, approve, and adopt Resolution 2023-14, for the mandated reporting required by Senate Bill 1205.

BACKGROUND

Existing law requires the Fire Chief of any district providing fire protection services and their authorized representatives to inspect every building used as a public or private school within their jurisdiction, for the purpose of enforcing specified building standards, not less than once each year, as provided.

Existing law also requires every district providing fire protection services that is required to enforce specified building standards to annually inspect certain structures, including hotels, motels, lodging houses, and apartment houses, for compliance with building standards, as provided.

This bill SB1205 requires every district to perform the inspections described above and to report compliance annually with the above-described inspection requirements as provided. The bill requires the governing authority to acknowledge receipt of the report in a resolution or a similar formal document.

RESOLUTION NO. 2024-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VISTA FIRE PROTECTION DISTRICT
ACKNOWLEDGING RECEIPT OF A REPORT MADE BY THE FIRE CHIEF REGARDING
REQUIRED INSPECTIONS OF CERTAIN OCCUPANCIES PURSUANT TO SECTIONS 13146.2
AND 13146.3 OF THE CALIFORNIA HEALTH AND SAFETY CODE.

WHEREAS, California Health & Safety Code Section 13146.4 was added in 2018, and became effective on September 27, 2018; and,

WHEREAS, California Health & Safety Code Sections 13146.2 and 13146.3 requires all fire departments, including the Vista Fire Protection District, that provide fire protection services to perform annual inspections in every building used as a public or private school, hotel, motel, lodging house, apartment house, and certain residential care facilities for compliance with building standards, as provided and,

WHEREAS, California Health & Safety Code Section 13146.4 requires all fire departments, including the Vista Fire Protection District, that provide fire protection services to report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 and,

WHEREAS the Board of Directors of the Vista Fire Protection District intends this Resolution to fulfill the requirements of the California Health & Safety Code regarding acknowledgment of the District's compliance with California Health and Sections 13146.2 and 13146.3.

NOW, THEREFORE, BE IT RESOLVED that the Board of the Vista Fire Protection District expressly acknowledges the measure of compliance of the District with California Health and Safety Code Sections 13146.2 and 13146.3 in the area encompassed by the District Boundaries, as follows:

A. EDUCATIONAL GROUP E OCCUPANCIES:

Educational Group E occupancies are generally those of public and private schools, used by more than six persons at any one time for educational purposes through the 12th grade. Within the District, there lie two (2) Group E occupancies, buildings, structures and/or facilities.

During calendar year 2024, the District completed the annual inspection of two (29) Group E occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

B. RESIDENTIAL GROUP R OCCUPANCIES:

Residential Group R occupancies, for the purposes of this resolution, are generally those occupancies containing sleeping units, and include hotels, motels, apartments (three units or more), etc. as well as other residential occupancies (including a number of residential care facilities). These residential care facilities have a number of different sub-classifications, and they may contain residents or clients that have a range of needs, including those related to custodial care, mobility impairments, cognitive disabilities, etc.

The residents may also be non-ambulatory or bedridden. Within the District there lie thirty-two (32) Group R (and their associated sub-categories) occupancies of this nature.

During calendar year 2024, the District completed the annual inspection of thirty-two (32) Group R occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

C. INSTITUTIONAL GROUP I OCCUPANCIES:

Includes, among others, the use of a building or structure, or a portion thereof, in which care or supervision is provided to persons who are or are not capable of self-preservation without physical assistance or in which persons are detained for penal or correctional purposes or in which the liberty of the occupants is restricted.

During calendar year 2024, the District completed the annual inspection of zero (0) Group I occupancies, buildings, structures and/or facilities. This is a compliance rate of 100% for this reporting period.

Additional items of note regarding this compliance rate can be found in the accompanying staff report for this resolution.

PASSED AND ADOPTED at a special meeting of the Board of Directors of the Vista Fire Protection District on December 11, 2024, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

James Elliot
President

ATTEST:

Karlana Rannals
Secretary

STAFF REPORT

24-27

TO: BOARD OF DIRECTORS
FROM: GERARD WASHINGTON, FIRE CHIEF
KARLENA RANNALS, ADMINISTRATIVE MANAGER
SUBJECT: EMERGENCY MEDICAL SERVICES FEES – ORDINANCE NO. 2025-01
DATE: DECEMBER 6, 2024



RECOMMENDATION

Staff recommend the Board of Directors schedule a public hearing, including a second reading and final adoption of Ordinance No. 2025-01.

BACKGROUND

All residents and non-residents who utilize the Vista Fire Department Emergency Medical Services are charged fees. Base rates are established to cover the fixed cost of personnel, non-disposable supplies, and equipment assigned to the ambulances. First Responder fees and Ambulance Transport Service fees have not been increased since 2017 while staffing and equipment costs have increased without an adjustment to emergency medical services fees.

The Advanced Life Support 2 (ALS-2) fee covers the highest level of service that can be provided to a patient and is the top tier of the Ambulance Transport Services Fees. The current ALS-2 base fee is \$1,697 for residents, \$1,829 for non-residents, and \$27 per mile. Staff compared the base charge fees for ambulance transport, first responder (treatment and release fees), and add-on charges with that of neighboring agencies and discovered the current emergency medical services fees are lower in comparison to most agencies among all tiers.

In August, 2023, the Vista Fire Department contracted with NBS Government Finance Group (NBS) to conduct an independent review of Fire Department emergency medical services fees for Cost-of-Service Analysis, Fee Establishment, and Cost Recovery Evaluation. The results indicated the Department's current first responder fees and ambulance transport fees are lower than most of the comparison agencies while most direct costs including medications, mileage, supplies, and oxygen fall in the middle of the other comparison agencies surveyed.

NBS recommended one fee for all tiers of transport, whether ALS-2, ALS, or BLS (Basic Life Support). Total cost of service per activity recovery (transport and first responder) was recommended for the cost recovery including publishing all standard add-on charges that the Department intends to bill for on a routine basis in the master fee schedule that includes services provided during transport that vary per incident, such as mileage, oxygen, medications, supplies, and EKG. Lastly, in addition to establishing updated fees for first responder, transport, and add-on charges, the Board should consider applying a Consumer Price Index (CPI) inflator annually to keep up with rising costs.

Staff recommend the Board proceed with the adoption schedule of Ordinance No. 2025-01 of the revised Emergency Medical Services Fee Schedule to be effective March 1, 2025 (Exhibit 2). In addition, the Centers of Medicare & Medicaid Services (CMS) publishes an annual Ambulance Inflation Factor (AIF) adjustment to be effective on July 1 of each fiscal year.

CURRENT SITUATION

The City of Vista City Council has scheduled a public hearing for their consideration on December 10. The City Council has the authority to revise the fee schedule. If any changes are approved during this meeting, those changes will require a second reading and public hearing for further review and adoption as part of the District's Ordinance.

ORDINANCE NO. 25-01

AN ORDINANCE OF THE VISTA FIRE PROTECTION DISTRICT OF SAN DIEGO COUNTY ESTABLISHING A SCHEDULE OF FEES FOR EMERGENCY MEDICAL SERVICES

WHEREAS, the Vista Fire Protection District of San Diego County (“District”) is a fire district recognized and operating pursuant to the Fire Protection District Law (Health & Safety Code § 13800, *et seq.*, the “Act”) with authority to provide prehospital emergency medical services, Advanced and Basic Life Support Services, including ground ambulance services (cumulatively “emergency services”), throughout the entirety of the District Territory and appurtenant ambulance service areas pursuant to California Health & Safety Code section 1797.201;

WHEREAS, the Act, and specifically Health and Safety Code section 13916, empowers the District to enact an ordinance and charge a fee to cover the cost of any service which the District provides, provided that no fee charged by the District may exceed the reasonable costs borne by the District in providing the service for which the fee is charged;

WHEREAS, the District provides emergency services to individuals within the District through a contract with the City of Vista and the Vista Fire Department (jointly the “Department”), and the District compensates the Department in consideration for such services in an amount equal to the service fees collected;

WHEREAS, the Department has commissioned an Ambulance Rate Study dated September 18, 2024 (the “Study”) which examined the Department’s cost of providing emergency services and concluded that existing service costs exceed existing fee revenues, and as a result recommends the adoption of new or increase of existing emergency service fees to more fully recover the cost of providing such services, as the recommended fees are more fully described in the Schedule of Fees included in Exhibit “A” hereto (“Schedule of Fees”);

WHEREAS, this ordinance was introduced at a meeting of Board of Directors for the District (“Board” on _____, 2024, and consistent with the requirements of Health & Safety Code Section 13916, public notice of the District’s intent to adopt establish and impose the Schedule of Fees was published pursuant to Section 6066 of the Government Code, any required mailed notice of the hearing was provided, and the Study was made available to the public;

WHEREAS, on _____, 2025, the District Board held a duly noticed public meeting at which it considered the Study, all objections and protests to the proposed Schedule of Fees, and all other matters presented in connection with this ordinance; and

WHEREAS, all legal requirements for adoption of this ordinance have been met.

NOW THEREFORE, the Board of Directors of the Vista Fire Protection District of San Diego County does hereby ordain as follows:

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SECTION 1. Recitals.

The foregoing recitals are true and correct and incorporated as substantive findings and a part of this ordinance.

Section 2. Authorization and Purpose.

Pursuant to the Fire Protection District Law of 1987 (Health and Safety Code sections 13800 *et seq.*, the “Act”) and other applicable laws, the purpose of this ordinance is to establish emergency medical services fees that are no more than necessary to cover the reasonable costs of the District’s governmental activities, and to ensure that the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens on, or benefits received from, the District’s governmental activities. The provisions of this ordinance are intended and shall be applied consistent with the provisions of Health and Safety Code section 13916 and other laws pertaining to fee schedules. Except as otherwise indicated, the definitions of the Act are incorporated herein, and this ordinance shall be interpreted in a manner consistent with the Act.

SECTION 3. Findings.

In adopting this ordinance the Board of Directors for the District does hereby find and declare that: (1) no fee included in the Schedule of Fees exceeds the costs reasonably incurred by the District in providing the service or enforcing the regulation for which the fee is charged; (2) the fees set forth in the schedule of fees adopted by this ordinance are not a tax as defined by section 1(e) of Article XIII C of the California Constitution and are exempt from voter approval under that section, in that the fees are no more than necessary to cover the reasonable costs of the governmental activity, and the manner in which those costs are allocated to a payor bear a fair or reasonable relationship to the payor’s burdens on, or benefits received from, the governmental activity; and (3) the schedule of fees does not include any fees on new construction or development for the construction of public improvements or facilities or the acquisition of equipment.

SECTION 4. Fee Schedule

The District hereby adopts and approves the schedule of fees that is attached hereto as “Exhibit A” and entitled “2025 Emergency Medical Services Schedule” and all individual fees that are set forth in the schedule of fees.

SECTION 5. Future Fee Increases

A. The District finds and declares that: (1) the 43 U.S.C. § 1834(l)(3)(B) of the Social Security Act establishes an inflation factor, known as the API, that is equal to the percentage increase in the consumer price index for all urban customers CPI-U) for the 12-month period ending with June of the previous year for updating payment limits that Medicare carriers use to determine how much to reimburse providers and suppliers of ambulance services; and (2) The Consumer Price Index (CPI) Series Title Medical Care in the U.S. City Average, All Urban Consumers, Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics

Ordinance No. 25-01

establishes a CPI index inflator as a percentage change for the twelve (12) month period ending December 31 of the preceding calendar year.

- B. Subject to approval by the Board by resolution at a regularly scheduled meeting, the fees set forth in the schedule of fees may be adjusted annually, beginning July 1, 2025, and each July 1st thereafter, in conformity with the Ambulance Inflation Factor (“AIF”) by the percentage change in the Consumer Price Index Series Title Medical Care in the U.S. City Average, All Urban Consumers (CPI-U), Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending December 31 of the preceding calendar year.

SECTION 6. Other Fees Unchanged

This ordinance pertains only to the fees listed in the attached schedule of fees and does not supersede, replace, or amend any other existing fees or charges that have previously been adopted or approved by the District. This ordinance is not intended and does not serve as a comprehensive fee schedule, and all other preexisting fees, charges, and rates shall remain in full force and effect.

SECTION 7. Severability

If any section, subsection, sentence, clause or phrase of this ordinance, or the fee schedule or any fee therein, is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of the remaining portions of this ordinance or fee schedule. The Board hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause or phrase hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or fees be declared invalid or unconstitutional.

SECTION 8. CEQA.

The Board finds the introduction and adoption of this ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3)(the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Division 6, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 9. Effective Date

This Ordinance and the Fee Schedule shall become effective on March 1, 2025, and within fifteen (15) days of passage, shall be published once with the names of the Directors voting for and against it, in the San Diego Union Tribune, a newspaper of general circulation in this District.

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Passed and Adopted on (DATE), by the following roll call vote:

MOTION (NAME)	SECOND (NAME)
AYES:	(Director Names)
NOES:	(Director Names)
ABSTAIN:	(Director Names)
ABSENT:	(Director Names)

The first reading of the Ordinance was introduced and passed at a regular meeting held December 10, 2024. Second reading of the Ordinance and passed at a regular meeting on (DATE). PASSED, APPROVED and ADOPTED this (DATE) day of (MONTH) at the regular meeting of the District Board of Directors held at 450 S. Melrose Drive, Vista, California 94563 on (MONTH) (DATE), 2025, on a motion made by Director (NAME), seconded by Director (NAME), and carried with the following roll call vote:

AYES:	(Director Names)
NOES:	(Director Names)
ABSTAIN:	(Director Names)
ABSENT:	(Director Names)

Attest:

By:

Karlana Rannals
Board Clerk

(Name)
President, Board of Directors

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I certify that this is a full, true, and correct copy of the original document which is on file in my office, and that was passed and adopted by the Vista Fire Protection District on the date shown.

ATTEST:

Karlana Rannals
Board Clerk

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Exhibit A

VISTA FIRE PROTECTION DISTRICT EMERGENCY MEDICAL SERVICES FEE SCHEDULE EXHIBIT A

1. First Responder Fee \$981

This fee will be applied to all Vista residents and Vista non-resident treatment and release bills where a Vista ALS fire engine arrives on scene and a patient assessment is performed resulting in the generation of a patient care report.

2. Transport Fees

Resident Advanced Life Support 2 (ALS2)	\$3,629
Non-Resident Advanced Life Support 2 (ALS2)	\$3,629
Resident Advanced Life Support (ALS)	\$3,629
Non-Resident Advanced Life Support (ALS)	\$3,629
Resident Basic Life Support (BLS)	\$3,629
Non-Resident Basic Life Support (BLS)	\$3,629
Mileage (per loaded mile or fraction)	\$27

3. AMA/Treat and Release

This will include the first responder fee plus any of the following additional charges that apply.

4. Procedures/Supplies

Oxygen	\$65
EKG (for Medi-Cal patients only if they receive service)	\$20
Intubation (ET/LMA/King)	\$60
Defibrillation/Cardioversion	\$60

5. Disposable Charges

Disposable Supplies Level I	\$65
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- If any of the following supplies are used on a patient, they will incur a single charge for Disposable Supplies I, unless one of the items listed under Disposable Supplies II is used, then they will receive the Disposable Supplies II fee.

- Items included in Disposable Supplies Level I include ECG, glucose monitor, medication administration (IV, IM, IN, Nebulized) NG/ OG, restraints, cervical/spinal stabilization, bleeding control/splinting/bandaging, splinting, suction.

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Exhibit A

Disposable Supplies Level II

\$150

- If any of the following supplies are used on a patient, they will incur a single charge for Disposable Supplies II, and the Disposable Supplies I fee will not be added.
- Items included in Disposable Supplies Level II include CPAP, airway management/adjunct, Magill forceps, cardiac pacing, childbirth, interosseous, CPR, needle decompression, chest seal.

6. Pharmaceuticals

Pharmaceuticals

Cost+ 55%
(Rounded to the
nearest dollar)

7. AIF and CPI-U Annual Adjustment

First responder fees, ambulance transport fees, and add-on charges adjusted annually, beginning July 1, 2025, and each July 1st thereafter, in conformity with the Ambulance Inflation Factor {AIF} by the percentage change in the Consumer Price Index Series Title Medical Care in the U.S. City Average, All Urban Consumers (CPI-U), Not Seasonally Adjusted, as published by the U.S. Department of Labor, Bureau of Labor Statistics for the twelve (12) month period ending December 31 of the preceding calendar year.