



**VISTA FIRE PROTECTION DISTRICT  
Special Board of Directors Meeting  
Minutes – September 17, 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.*

**CLOSED SESSION – AGENDA – 9:00 AM**

Pursuant to the following section, the board met in closed session from 9:00 am – 10:10 am, and discussed the following:

1. **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

*All board members listed, Administrative Manager Rannals and Chris Cardinale (Legal Counsel) attended and participated in the discussion.*

Upon reconvening, President Elliott reported that he appointed Director Fougner to collaborate with legal counsel to begin discussions with regarding the contract between the City and the District.

**REGULAR SESSION – AGENDA – 10:30 AM**

President Elliott called to order the regular meeting of the Vista Fire Protection District Board of Directors at 10:30 AM 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, Miller, Ploetz

Directors Absent: Gomes

Staff Present: Karlena Rannals, Administrative Manager; Gerard Washington,

By Invitation: Chief Micheal Despain, FireStats, LLC

3. Open Discussion with the Board (Public Comment)

No one requested to speak to the Board.

4. Strategic Plan

President Elliott welcomed the consultant Chief Micheal Despain, FireStats, LLC who led the discussion with the board and staff on the draft 5-year strategic plan included with the agenda material. Chief Despain provided an overview of his work process from the initial meeting and aligning the Districts priorities. He reviewed the key themes, strategic objectives, outcome measurements, and supporting goals that will guide organizational priorities, in cooperation with the Vista Fire Department. He noted that outcomes and supporting goals may be repeated because the same solution can meet multiple strategic objectives.

Director Fougner posed the question whether the District should be considered an actual fire department or, in its present form of operation, simply a legal entity with statutory powers that enable it to procure the services of an existing fire department. In his view this difference shapes the mission and goals that the District can actually achieve and be accountable for. As a subcontractor to the District, the Vista Fire Department is in a collaborative relationship with the District but takes its instructions from the City of Vista and not the District. Director Elliott expressed the opinion that it was still important for the District to articulate the goals it expects the Department to achieve, whether or not we have any direct authority to control their accomplishment. Other Directors expressed opinions that blended both perspectives.


During the discussion, three items were identified that should be amended that include:

1. Theme 1 – amend the language from “For first unit arrival at structure fires, hazardous materials releases, and other crisis events, require the use of personal protective equipment within 8 minutes and 30 seconds (*urban*) and 12 minutes and 30 seconds (*rural*) for 90 percent of incidents (*emergent calls, 9-1-1 verification of address at PSAP to unit arrival – District urban and rural*) to the following:
  - a. ***For first unit arrival at structure fires, hazardous material releases, and other crisis events, require the use of personal protective equipment within the standards established by the fire services contract between the District and the City, as such contract and standards may be amended from time to time.***
2. Theme 1 – all references to the install of signal preemption systems: add the following intersections:
  - a. Osborne St/East Vista Way
  - b. Woodland/South Santa Fe
3. Theme 2 – clarify the “review of individual board member liability. The intended goal is to conduct a complete review of the District’s insurance and its levels.

MOTION BY DIRECTOR MILLER, SECOND BY DIRECTOR PLOETZ, CARRIED 4 AYES; 0 NOES; 1 ABSENT; 0 ABSTAIN to accept the Vista Fire Protection District Strategic Plan 2024 – 2029 subject to the changes outlined.

5. Adjournment

President Elliott adjourned the meeting at 12:15 pm.

  
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Karlena Rannals  
Board Clerk

  
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James F. Elliott  
President