

MONTECITO FIRE PROTECTION DISTRICT

RESOLUTION NO 2013-04

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE MONTECITO FIRE PROTECTION DISTRICT
ESTABLISHING THE PERSONNEL COMMITTEE

WHEREAS, the Montecito Fire Protection District ("District") is formed and operates pursuant to the Fire Protection District Law of 1987 (the "Act"), codified in Health & Safety Code section 13800 et seq.; and

WHEREAS, the Fire Chief is responsible for the hiring and firing of all District personnel; and

WHEREAS, the Fire Chief is responsible for all promotions within the Fire District; and

WHEREAS, the Fire Chief is responsible for all disciplinary actions of all District personnel;
and

WHEREAS, the Fire Chief is responsible developing all job descriptions, subject to approval by the Governing Board; and

WHEREAS, the Fire Chief is responsible developing the rules and regulations, subject to approval by the Governing Board, by which District personnel must abide; and

WHEREAS, the District's Board of Directors desires to establish the Personnel Committee ("Committee") and to specify the purpose of the Committee; and

WHEREAS, the District's Board of Directors finds that the formation of the Committee is consistent with the Act and a public purpose.

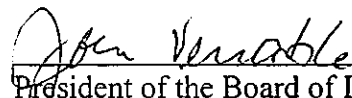
NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. Committee Established. The Board hereby establishes the Personnel Committee ("Committee").
2. Committee Composition. The Committee shall be comprised of two members of the District's Board of Directors.
3. Appointment of Committee Members. The District's Board of Directors shall appoint two members of the Board of Directors to serve on the Committee. This appointment shall occur at the District's first regular board meeting in December of each year or as soon thereafter as practical.
4. Term of Committee Members. The term of each Committee Member shall be for one year.
5. Purpose of Committee. The purpose of the Committee shall be as follows:
 - a. Monitor and ensure organizational compliance with state and federal regulations for human resources.
 - b. Review and recommend updates to the District's Personnel policies and job descriptions as needed.
 - c. Report all Committee's findings and recommendations to the District's Board of Directors for final approval.
6. Grievance Committee. The Personnel Committee shall be designated as the members of the Fire Protection District Board to review any employee grievances pursuant to the Memorandum of Understanding with the Montecito Firemen's Association and the Memorandum of Understanding with Members of Staff. In accordance with the grievance procedures specified in the MOUs, the reply of the Personnel Committee shall be final and not subject to review or approval by the District's Board of Directors.

7. Committee Staff. The District's Fire Chief and employees designated by the Fire Chief shall serve as staff to the Committee.
8. Committee Consultants. The Committee may request consultants and other experts to provide input to the Committee on particular topics. The District's payment of any expenses associated with such consultants or experts must be preapproved by the District's Board of Directors.
9. Brown Act. The Committee shall be a standing committee of the Board of Directors of the Montecito Fire Protection District and as such shall comply with the requirements of the Ralph M. Brown Act, which is codified in Government Code section 54950 et seq.


PASSED AND ADOPTED by the Board of Directors of the Montecito Fire Protection District this 18th day of March, 2013, by the following vote, to wit:

AYES: G.B. Sinser, J.A. Powell, J. Venable, and R.J. Jensen
NAYS: None
ABSTAIN: None
ABSENT: S. Keller



President of the Board of Directors
Montecito Fire Protection District

ATTEST:



Secretary of the Board of Directors
Montecito Fire Protection District