

North Sonoma Coast Fire Protection District (NSCFPD)

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ACTION SUMMARY

Regular Board Meeting: Monday, May 2, 6:00 p.m.
Sea Ranch North Fire Station (39255 South Highway 1, The Sea Ranch)

- I. **CALL TO ORDER:** Meeting began at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Directors Aitchison, Carruthers, McMahan, Mueller, and Scott; Chief Plakos, Assistant Chief Aitchison, and CALFIRE Captain Spear
- IV. **AMENDMENTS TO AGENDA:** Moved "D" in "Old Business" to next meeting.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**
Motion to approve April 1 minutes as amended; minutes from April 11 and 19 approved..
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** No public comment.
- VII. **CONSENT CALENDAR** No items.
- VIII. **REPORTS**
 - A. Chair: Talked with consultants regarding Form 700's.
 - B. CFO: Gave an overview of our current financial status. Only one expenditure - payment to LN Curtis for letter patch custom work.
 - C. Chief: Reported that there were only eleven calls in April. Annapolis Engine 4477 is being serviced by the County. Assistant Chief Aitchison transferred all vehicle registrations except for 4485. Pink slips are currently being kept by Chief Plakos until a fire proof safe can be purchased. The Chief is getting quotes for rebranding of the vehicles. Three resolutions will be required for FASIS liability insurance. The NSCFPD is slated to sponsor the Fire District Association dinner in July of 2018, at a location closer to the county core than the coast.
 - D. CAL FIRE: May 1st official start of fire season. Burn permits are currently available but burn site needs to be inspected by CALFIRE.
- IX. **BILLS AND WARRANTS:** None.
- X. **PURCHASE REQUESTS:** None.
- XI. **OLD BUSINESS**
 - A. Review and Approve CALFIRE Contract: Moved to direct Chief Plakos to coordinate execution of the CAL FIRE contract for the fiscal year 2016/17 (1 year term) for the maximum amount of \$941,174.73 (Option 1). Moved by Director Mueller, seconded by Director Scott. Motion approved: 3 "Ayes"; 2 "Noes" Directors McMahan and Carruthers. Board Chairman McMahan to sign final contract. **(Resolution 16-14)**

NSCFPD Board Meeting Action Summary, May 2, 2016, Page 2

- B. FY 16/17 Budget: Motion to approve adjusted Option 1 budget. Moved by Director Aitchison and seconded by Director Mueller. Motion approved unanimously. Copy of adopted budget attached. **(Resolution 16-15)**
- C. ERAF Subcommittee: Motion that the Board create a two person ad hoc committee and select the committee members to continue work with Counsel Ross to reduce the amount of money taken from NSCFPD for ERAF. If the work is not done in 1 year, the Board should consider renewing the ad hoc committee. The ERAF ad hoc committee should pursue the objective of reducing our ERAF and should be able to pursue this objective between Board meetings. The committee should provide regular reports to the Board and put recommended Board actions , including authorization to incur costs, on the agenda as appropriate. Reports should include to-date costs to the District. The committee should be clear that it does not speak for the Board without Board approval. The committee should be able to negotiate and explore options with the restriction that they must stipulate that any representation is subject to Board approval, retraction, or modification. Moved by Director Mueller, seconded by Director Aitchison. Motion approved unanimously. **(Resolution 16-16)**
- D. District Policies and Procedures Review: Deferred to next meeting.

XII. NEW BUSINESS

- A. Motion to Nominate a Representative to the Fire Region 4 Advisory Council: Motion to appoint Assistant Chief Aitchison to the Council, with Chief Plakos as alternate. Moved by Director Mueller, seconded by Director McMahan. Motion approved unanimously. (Director Mueller, Chief Plakos)
- B. Discussion of May 7 Sea Ranch Forum Presentation. Director Mueller and Chief Plakos to work together on details.
- C. Motion to Award Contract to Lesley Morgan Johnson: Moved to award Lesley Morgan Johnson a contract for one year beginning May 15, 2016 with annual review and renewal thereafter. Moved by Director Aitchison, seconded by Director Carruthers. Motion approved unanimously. **(Resolution 16-17)**
- D. Motion to Authorize Lesley Morgan Johnson and Director Carruthers to execute all financial functions and transactions related to NSCFPD Treasury Account with Sonoma County Auditor, Controller, Treasury, and Tax Collector. Moved by Director Carruthers, seconded by Director Mueller. Motion approved unanimously. **(Resolution 16-18)**
- E. Discuss district website contents and format: Chief Plakos announced that the website is live, at northsonomacoastfpd.org. Comments should be directed to Chief Plakos and Firefighter Thaker.

XIII. ADJOURNMENT TO NEXT MEETING : Adjourned at 9:55 p.m.

Next Meeting: 5/16 Monday 6:00 p.m. @ Horicon School - NSCFPD Special Board Meeting

Future Meetings:

6/6 Monday 6:00 p.m. @ NFS - NSCFPD Regular Board Meeting

6/20 Monday 6:00 p.m. @ NFS - NSCFPD Special Board Meeting