



# North Sonoma Coast Fire Protection District (NSCFPD)

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707)785-2648

## Notice & Agenda of Regular Board Meeting

Monday, February 13, 2017, 6:00 p.m.

Sea Ranch North Fire Station (39255 South Highway 1, The Sea Ranch)

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**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call the Fire Chief at 707-785-2648 at least 48 hours in advance so the necessary arrangements can be made.

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**Copies of Full Agenda Packet:** May be requested by emailing a request to [info@northsonomacoastfpd.org](mailto:info@northsonomacoastfpd.org). A small number of paper copies of the packet will be available at the CAL FIRE station at 960 Annapolis Road prior to the meeting, and at the meeting.

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Note that all times listed below are approximate. Order of items may be adjusted to accommodate time certain requirements.

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **AMENDMENTS TO AGENDA**
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**  
The minutes from the January 9, 2017 board meeting will be reviewed, with motion to approve.
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** *Any person wishing to speak to the Board on any item not listed on the agenda may do so during public comment. All presentations made under public comment are normally restricted to three (3) minutes in length per meeting unless the Board Chair specifically authorizes additional time.*
- VII. **CONSENT CALENDAR:** *The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.*
  - A. Vendors paid in January, 2017.
  - B. Renew membership in Sonoma County Fire Chief's Association for 2017.
  - C. Appoint representatives to the Fire Region 4 Advisory Council: Approve re-appointment of Assistant Chief Aitchison to the Council, with Chief Plakos as alternate.
- VIII. **DISCUSSION/ACTION ITEMS (1) (18:10)**
  - A. Filling CFO position until April officer election: Approve the motion: Approve the appointment of Leigh Mueller to fill the CFO vacancy through the remainder of the vacated term – until the April election of new board officers. (Dir. Mueller)

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### **IX. REPORTS (18:15)**

- A. Chair (no attachment)
- B. CFO Report
- C. Chief
- D. CAL FIRE (no attachment)
- E. Institutionalization ad-hoc

### **X. CLOSED SESSION (time-certain 18:30 – 18:50)**

- A. Closed Session with counsel re: pending litigation. Govt. Code section 54956.9(d)(4)

### **XI. BOARD VACANCY Q&A (time-certain 19:00)**

The Board needs to appoint a community member to fill our vacant seat in early March. This spot on the agenda is reserved for an open Q&A session for any community members who may attend wishing to learn more about the position and the Board.

### **XII. DISCUSSION/ACTION ITEMS (2)**

- A. Replace Jim Carruthers with Mike Scott on the finance ad hoc committee: Approve the motion: Move to add Mike Scott to the ad hoc committee on finance. (Dir. Mueller)
- B. Filling the current board vacancy by appointment: We currently have a vacancy due to the departure of Jim Carruthers. We need to find candidates and select someone to fill the vacancy, and to do that we need to determine a selection process. Discussion and motion. (Dir. Mueller)
- C. Auto-Aid Agreement with South Coast FPD: South Coast has asked for a written auto-aid agreement in order to have changes made in their dispatch matrix. Discussion and motion. (Chief Plakos)
- D. Annual Calendar: Review draft calendar of items that must be addressed by the District on a regular basis. Review meeting schedule for the next six months and make adjustments as required. Discussion and (if required) motion to add or change meeting dates. (Chief Plakos)
- E. Authorized Signature Card: The county has requested this form be signed and returned showing our signatures. The form gives the county our signatures and our position on the board if an officer. This in turn lets them verify that the appropriate person has signed a document – such as authorizing an invoice for payment. (Dir. Mueller)
- F. Report and recommendations on goals wording and assignments: Approve the motion: Motion to approve the report and recommendations of the ad hoc goals committee. (Dir. Mueller)
- G. Election Cycle for Board of Directors: Discuss options regarding the board election cycle. (no attachment) (Dir. Scott)
- H. Recognition of Board Service: Resolution Recognizing Contributions & Service By Jim Carruthers. (Dir. McMahan)

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### **XIII. ADJOURNMENT TO NEXT MEETING**

Next Meeting: 03/13/17 Monday 6:00 p.m. @ Sea Ranch North Fire Station (NFS) - Regular Board Meeting

Future Meetings:

04/10/17 Monday 6:00 p.m. @ ??? - Regular Board Meeting

05/08/2017 Monday 6:00 p.m. @ ??? - Regular Board Meeting

06/12/2017 Monday 6:00 p.m. @ ??? - Regular Board Meeting