



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

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

## NSCFPD Board Meeting Action Summary

Monday, July 10, 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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**Phone-In Attendance:** Director McMahan will join the meeting by phone from the Marina Village Inn, Room 229, 1151 Pacific Marina, Alameda, CA 94501.

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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** Meeting called to order at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** Directors Mueller, Pounds, Scott present. Director McMahan by phone, Director Aitchison absent. Chief Plakos, CALFIRE Captain Shelley Spear present. Assistant Chief Aitchison absent.
- IV. **AMENDMENTS TO AGENDA** Section XI, Future meeting date changed from 01/10/2017 to 10/09/2017.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**  
The minutes from the June 26, 2017 board meeting Motion to approve by Director Scott, second by Director Pounds. The motion was approved unanimously.
- 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.* **None**
- 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. Approve expenditures from May and June, 2017: Approved unanimously.
- VIII. **REPORTS**
  - A. Chair (Attached)

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- B. Chief: Chief Plakos reported that Unit 4471 is being rented by CALFIRE, that the title for E4485 was received, and that we received a check for the \$61K from Sonoma County to support the continuation of fire services in FY 16/17. Rest of report attached.
- C. Finance Ad-Hoc: Chief Plakos reported that the audit "fieldwork day" has been set for August 1, and that we have received our paper checks and debit card. Audit preparation is continuing.
- D. CAL FIRE (no attachment)

### IX. DISCUSSION/ACTION ITEMS

- A. Financial Policy: RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH SONOMA COAST FIRE PROTECTION DISTRICT OF SONOMA COUNTY STATE OF CALIFORNIA, APPROVING AND ADOPTING DISTRICT FINANCIAL POLICY. Motion to approve by Director Mueller, second by Director Scott. Approved unanimously. **(Resolution # 17-23)**
- B. Financial Procedures: Review and approve financial procedures to be followed by NSCFPD staff (Chief Plakos), Discussion led by Director Mueller. Motion to approve by Director Pounds, second by Director Scott. The motion was approved unanimously. **(Resolution # 17-24)**
- C. Proposed EMS Ordinance: Discussion tabled until a later date.

- X. **CALENDAR LOOK-AHEAD:** Review annual calendar, identify upcoming tasks and deadlines: Chief Plakos reported no changes at this time.

### XI. ADJOURNMENT TO NEXT MEETING:

The Meeting Adjourned at 6:56 p.m.

Next Meeting: 8/14/17 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

Future Meetings:

09/11/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

10/09/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting