



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, November 13, 2017, 6:00 p.m.

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

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.

Copies of Full Agenda Packet: May be requested by emailing a request to 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.

Phone-In Attendance: Director McMahan will join the meeting by phone from the Marina Village Inn, 1151 Pacific Marina, Alameda, CA 94501. For those wishing to attend the meeting at this location the room number can be obtained at the front desk.

Note that any 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 Aitchison, Mueller, Scott, Pounds and by phone Director McMahan; Chiefs Plakos & Aitchison; CALFIRE Captain Shelley Spear.
- IV. **AMENDMENTS TO AGENDA** None.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**
The minutes from the October 9, 2017 board meeting; motion to approve by Director Aitchison, second by Director Scott. 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.* NSC firefighter Plakos announced Christmas Tree Sales at the North Fire Station and department participation in the Lighted Truck Parade.
- 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 recent expenditures: The consent calendar was approved unanimously.

VIII. REPORTS

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- A. Chair: Our goals meeting will be 10am to 1pm on Sunday, January 21 at the NFS. An agenda is being written for the VFD community outreach sub-committee which has yet to meet. We need to appoint two board members to our standing finance committee to replace the current ad-hoc Committee in January. We have determined that there is no conflict of interest in buying cleaning supplies from Sea Ranch Supply.
- B. Chief: (attached)
- C. Financial Ad-Hoc: The ad-hoc will meet on November 14 to work on the draft audit report. We expect the final draft of the audit to be on the December board agenda.
- D. CAL FIRE: Captain Spear reported that a new volunteer firefighter recruit has started training. The fire season has ended and layoffs of seasonal personnel will begin November 20th. Training for the winter season has shifted to a focus on structure fires, downed trees, winter driving, etc. Chief Spear reported what a joy it was to work with all the volunteers this fire season.

IX. CLOSED SESSION at 6:48 p.m.

- A. Closed Session re: pending litigation. Govt. Code sections 54956.9(d)(4). No reportable action
 - B. Closed Session re: potential litigation. Govt. Code section 54956.9(b). No reportable action
- Returned to open session at 7:12 p.m.

X. DISCUSSION/ACTION ITEMS

- A. Review goals progress: The board reviewed progress toward goals set in November 2016 in preparation for a goals meeting on Sunday, Jan. 21. Director Mueller will write up the status in preparation for the January workshop. (attached)

XI. CALENDAR LOOK-AHEAD: Review annual calendar: No updates or changes were put forward.

XII. ADJOURNMENT TO NEXT MEETING

The Meeting Adjourned at 8:37 p.m. Director Scott moved, Second Director Pounds

Next Meeting: 12/11/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

Future Meetings:

1/8/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting