



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

Wednesday, December 14, 2022, 9:30 a.m.

Sea Ranch North Fire Station (39250 Highway One, The Sea Ranch, CA, 95497)

Pursuant to California Assembly Bill 361, which suspends certain provisions of the Ralph M. Brown Act this meeting may also be attended by teleconference.

I. **CALL TO ORDER** Meeting called to order at 9:35 a.m.

II. **PLEDGE OF ALLEGIANCE**

III. **ROLL CALL** In attendance: Directors Gardener, Campbell and Nybakken; Chiefs Plakos and Breier; Captain Briant.

IV. **AMENDMENTS TO AGENDA** None.

V. **DISCUSSION/ACTION ITEMS**

A. Board Officers: Dir. Nybakken nominated and Dir. Gardener seconded Dir. Campbell to be Chair; approved 3-0. Dir. Campbell nominated and Dir. Gardener seconded Dir. Nybakken to be Vice-Chair; approved 3-0. Dir. Gardener nominated and Dir. Nybakken seconded Tristan Colson to be Secretary, approved 3-0. New officer assignments active immediately.

VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None.

VII. **CONSENT CALENDAR:**

Dir. Nybakken asked that the October Expenses be removed from the Consent Calendar. Dir. Gardener moved and Dir. Nybakken seconded acceptance of other items: Minutes from the November 16, December 5 and 8, 2022 board meetings; Adopt resolution authorizing the continuation of teleconference meetings as permitted by Assembly Bill 361. Approved 3-0.

Dir. Nybakken asked two questions about items in the October 2022 expense report. Dir. Gardener moved and Dir. Campbell seconded acceptance of the report. Approved 3-0.

VIII. **REPORTS**

A. Chair: Dir. Gardener mentioned that as Chair she had voted for the District in the LAFCO election for one special district representative. It was also clarified that the recent communication from FDAC regarding GEMT and other grant programs do not apply to NSCFPD. Dir. Campbell mentioned that LAFCO meetings are no longer supporting a teleconference option and so must be attended in person.

B. Chief: As written, with additional notes: E4485 is back in service. Two volunteers recently completed driver/operator training and will be functioning in that role as soon as they complete the

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DMV test and paperwork. We are currently extending extra coverage to the Timber Cove area as their response capability is reduced right now due to various medical issues.

- C. Treasurer: As written, no questions.
- D. CAL FIRE: We welcomed Captain Pat Briant to our Schedule A Team! Captain Briant gave the Board a summary of his background, and reported that officially “fire season” ended on December 12 and the seasonal employees were laid off then. The Schedule B engine at the Sea Ranch station is downstaffed.
- E. Regional Engagement ad-hoc: Another meeting with Timber Cove is planned for January 3. Before that the ad-hoc will get together to prepare for that meeting.
- F. VFA Liaison: The VFA Board has not met since our last Board meeting.

IX. DISCUSSION/ACTION ITEMS

- A. Board Committees: Current committees and memberships were reviewed. Dir Nybakken moved and Dir. Gardener seconded the following arrangements; approved 3-0:
 - Finance Committee: Plakos, Nybakken, Campbell, and Tilles continue. There is one opening and the FC will work on recruiting another community member to fill it.
 - Grant-Writing ad-hoc: Tittle and Plakos continue; Gardener removed.
 - Staffing ad-hoc: Tittle, Gardener, and Plakos continue.
 - Regional Engagement ad-hoc: Campbell, Plakos and Gardener continue.
 - CAL FIRE Contract ad-hoc: Disbanded; mission complete.
- B. Audit: Dir. Nybakken moved and Dir. Gardener seconded that the Board accept the draft audit for FY ending June 30, 2022 as distributed. There were no questions. Approved 3-0.
- C. Facebook Guidelines: Dir. Gardener moved and Dir. Campbell seconded that the proposed guidelines and implementation plan for our Facebook presence be accepted as written. The plans were discussed. Dir. Gardener volunteered to work with Chief Plakos on the “admin team” for the page. Approved 3-0.
- D. Board Retreat Workshop & Goals: No action. The updated report will be brought back to the Board at the January meeting for discussion.

- X. **Closed Session:** Closed Session re: legal representation. Govt. Code section 54957. Adjourned to closed session at 11:12 and returned to open session at 11:37. Dir. Campbell reported that the Board had discussed the follow-up of references for candidates for District General Counsel, and that the Board had chosen a firm to extend an offer to. The next step will be reviewing that firm’s professional services agreement.

XI. CALENDAR LOOK-AHEAD:

Review annual calendar: No comments.

XII. ADJOURNMENT TO NEXT MEETING:

Next Regular Meeting: Tuesday January 17, 2023 2:00 p.m.