



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

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

## NSCFPD Board Meeting Agenda

Wednesday, December 18, 2024, 10:00 a.m.

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

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Meeting Connection Information: Zoom: Meeting ID: 839 2465 2565 password: 493241  
To connect by phone only: Dial 669 900 6833 Meeting ID: 839 2465 2565 password: 493241  
<https://us02web.zoom.us/j/83924652565?pwd=aE1KRWs1dFZoTU9vOXZJYzNVTGtXQT09>

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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).

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- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL**
- IV. **REMOTE ATTENDANCE:** Consider and take action on any request from a board member to participate in a meeting remotely due to just cause or emergency circumstances pursuant to AB 2449 (government code section 54953(f)).
- V. **AMENDMENTS TO AGENDA**
- 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. Approve Expenses: October 2024.
  - B. Approve minutes from the November 21, 2024 board meeting.
- VIII. **REPORTS**
  - A. Chair
  - B. Chief
  - C. CAL FIRE

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- D. District Administrator
- E. VFA Liaison
- F. Treasurer

### **IX. DISCUSSION/ACTION ITEMS**

- A. Board Officers & Committees: Review current Board officer positions and Board committees, with motions to change or terminate as needed
- B. Audit for FY ending June 30, 2024: Review with motion to accept final draft of audit.
- C. Bookkeeper/HR Service Agreement: Review with motion to approve updated professional service agreement for bookkeeping and human resources services.
- D. Facilities Ad Hoc: Appointment of two Board members to focus upon the proposed North Fire Station expansion. Emphasis upon planning and funding recommendations.
- E. Measure H Funding Agreement: Review funding agreement with Sonoma County for receipt of funds generated by the Measure H sales tax, with motion to authorize the Fire Chief to sign the agreement.
- F. Gualala Community Center Support: Review letter to Mendocino County board of Supervisors recommending support for the Gualala Community Center in the 2025 Community Project Funding program, with motion to approve.
- G. Policy Manual Updates: Consider updates to the Policy Manual to incorporate the District Administrator Position and to establish Board Treasurer position. Motions and resolution to approve as appropriate

### **X. CALENDAR LOOK-AHEAD:**

Review annual calendar, identify upcoming tasks and deadlines. Suggestions for future agenda items? Do any board members need to attend a future meeting remotely?

### **XI. ADJOURNMENT TO NEXT MEETING:**

Next Scheduled Regular Meeting: Wednesday January 15, 2025, 10:00 a.m.