



Lakeport Fire Protection District

445 N. Main Street Lakeport, CA 95453 - (707) 263-4396

Any person may speak for 3 minutes on any agenda item; however, total public input per item is not to exceed 15 minutes, unless extended at the discretion of the Board. This rule does not apply to public hearings. Non timed items may be taken up at any unspecified time. The public is allowed to comment before any action is taken by the Board on any specific issue.

Agenda of public meetings and supporting documents are available for public inspection in the Fire District Office, Lakeport Station, 445 N. Main Street California.

***REQUEST FOR DISABILITY – RELATED MODIFICATION OR ACCOMMODATION:** A request for a disability-related modification or accommodation necessary to participate in the Board of Directors’ meeting should be made in writing to the Clerk of the Board at least 48 hours prior to the meeting.*

BOARD OF DIRECTORS' REGULAR MEETING 5:00 P.M., June 11, 2019, Lakeport Fire Station

MINUTES

NON-TIMED ITEMS

A. OPEN MEETING:

- A1. Vice Chairman Williams called the meeting to order at 5:00 pm.
- A2. Interim Chief Bergem led the Pledge of Allegiance.
- A3. Present: Director Davidson, Vice Chairman Williams, Directors Flora and Gabe.
ABSENT: Chairman Whitehead.

B. CONSENT CALENDAR:

Approval of consent agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for later discussion.

- B1. **DAVIDSON/FLORA MOTIONED** to approve all consent calendar items as presented/submitted with changes listed below to the May Regular and Special Meeting Minutes. **AYES:** Director Davidson, Vice Chairman Williams, Director Flora, and Director Gabe. **NOES:** None. **MOTION CARRIED.**

May 14th Regular Meeting Corrections:

E2. CORRECTION: Director Flora stated we could make a case for financial hardship should the district wish to get out of the contract sooner, however he feels we should only move should the other districts do so and prior to any decision we need to document any CAL FIRE issues and give them a chance to resolve them.

E5. CORRECTION: There was some discussion and it was stated by Director Flora that in order to change anything significantly in the details of the measure it would have to be another measure put to a vote. Director Flora did mention, however, the district could review special circumstances on a case by case basis.

May 28th Special Meeting Correction:

D1. CORRECTION: Director Flora expressed his concerns with having to call a special meeting to approve the budget due to the District's history and how the public might perceive it. There was some discussion on the auditor's process to prepare for the upcoming fiscal year.

C. CITIZENS' INPUT:

Any person may speak for three minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Prior to this time speakers are asked to fill out a form (giving name, address, and subject) available in the Clerk's Office or during Board meeting.

There was no citizen input.

D. COMMUNICATIONS:

D1. Reports:

D1.1. Interim Chief Bergem's Report:

Staffing: As of 6/1/19 Jordan Mills is back with Lakeport Fire. He is on A shift so he can work on his medic internship with Spencer Johnson who has been moved to B shift. We have one employee who is out on injury until further notice from his doctor and we hope he returns soon.

Meetings: There was a closed session at the last fire chief's meeting in regards to dispatch and more on this can be discussed under the dispatch item. Lake County Sheriff held a meeting regarding the emergency power shut offs to be expected by PG&E this summer. There was discussion on potential outages this summer and plans being put in place.

Calls: There were 265 calls in May and 65 calls so far in June. We only had one major incident, a fire to an equipment storage building out Scoots Valley which was a total loss.

Inspections: Sutter Lakeside Hospital Safety inspection was completed; several sprinkler plan reviews and commercial inspections were completed as well.

D1.2. Administrative Assistant/Financial Report:

Mandi reported the contract with NBS has been signed and submitted for them to take over the tax assessment and changes due to the passing of Measure M. She reported that she completed and mailed off the OES salary survey for fiscal year 2019-2020 and it was received by Cal OES. She also completed and emailed off the GEMT audit which was requested for fiscal years 2015-2016 and 2016-2017. She informed the board with the passing of Measure M there is a resolution which needs to be signed and the district is responsible for issuing a press release to the public. She also mentioned she met with a representative from US Cellular who sent information on switching over to their service and upgrading to the first responder plan. She will have one of the firefighters look into this and present the board with further information.

D1.3. Volunteer Firefighters' Association Report:

Brandon reported they had been very busy last month. The Memorial Day BBQ was a success and they sold out of tri-tip sandwiches by noon. They have been helping out on duty staff with special requests such as children's events, the poker run last weekend, and pother community requests. They've been working on preparing for wildland fire season at their regular monthly drills. June 29th at the fairgrounds from 12:00 pm to 5:00 pm they will be hosting the Lakeport Fire 125th anniversary party BBQ. This is for all past and present members and should be a great celebration.

D1.4. Professional Firefighters' Report:

No report.

D1.5. City Council Representative's Report:

The Mayor reported that the city too is preparing for the potential PG&E planned outages this year.

D2. Directors' Activity Report:

No reports.

TIMED ITEMS

E. REGULAR ITEM:

E1. (TABLED) Report, discussion, and possible action on upcoming dispatch contract with CAL FIRE. (Interim Chief Bergem):

Interim Chief Bergem presented email correspondence between himself and Division Chief Mike Parks of CAL FIRE. He stated CAL FIRE is willing to work with us to resolve any issues. The complaints need to be forwarded through Kelseyville Fire. The Chiefs are planning a trip to the ECC (Emergency Command Center) so they can see operations, look at the response matrix currently being used, and see what updates and adjustments can be made. He has advised staff to document issues on their shift and provide examples to him which he will forward on the chain of command.

E2. (TABLED) Report, discussion, and possible action on selling the Finley Station (Station #51) (Interim Chief Bergem):

Director Davidson asked that this item be removed from the agenda until a request is made to look at this option in the future.

E3. Consideration for Resolution 1819-18, A Resolution establishing the fiscal year 2019-2020 appropriations limit.

DAVIDSON/FLORA MOTIONED to approve resolution establishing appropriations limit.

AYES: Director Davidson, Vice Chairman Williams, Director Flora, and Director Gabe.

NOES: None. **MOTION CARRIED.**

E4. (TABLED) Report, discussion, and possible action on authorized signers for Budget Transfers and Inter-fund Transfers for fiscal year 19-20.

Mandi explained that budget transfers need two signatures and all the board members, the chief, and herself are authorized signers. The board chairman should be the approving signature, however in his absence the vice chairman or a director may sign. No need to take action on this item.

E5. Consideration for Resolution 1819-19, A Resolution accepting the county elections official results of the official canvass of the election results for the special election held on May 7, 2019 and declaring the results of the district measure under the board's jurisdiction.

FLORA/DAVIDSON MOTIONED to approve resolution accepting the official special election results. **AYES:** Director Davidson, Vice Chairman Williams, Director Flora, and Director Gabe.

NOES: None. **MOTION CARRIED.**

F. MEETING ADJOURNED: 5:49 pm.

Respectfully submitted, _____
MANDI HUFF
Board Clerk

READ AND APPROVED: _____
RANDY WILLIAMS
Board Vice-Chairman, Board of Directors