



RUSSIAN RIVER FIRE PROTECTION DISTRICT

P.O. Box 367 — Guerneville, CA 95446 — (707) 869-9089 — FAX: (707) 869-2811

BOARD OF DIRECTORS REGULAR MEETING/ PUBLIC HEARING

Wednesday, September 12, 2018 6:00 p.m.
At the Fire Station ~ 14100 Armstrong Woods Rd., Guerneville

MINUTES

CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:

President Jones called the meeting to order at 6:00 p.m.; Director Jones led the pledge of allegiance. Directors present: Wood, Butts, Jackson, Jones, and Weaver.

APPROVAL OF AGENDA:

On a motion by Director Wood, seconded by Director Jackson the Board moved to move item 12 after item 7 and approved Agenda as amended. VOTE: 5/0/0

PUBLIC COMMENT:

None.

BOARD MEMBER COMMENT:

None.

STAFF REPORT:

Captain Lantz was out of the station on a call; the Board read Captain Lantz's report. Report contained the follow information: E5660 was part of a strike team on the Mendocino Complex, crew consisted of Captain Lantz, Engineer Nash and a firefighter from Occidental; Firefighter/Paramedic hiring: conditional offer made to last candidate on list, process has begun to establish a new eligibility list; Firefighter/Paramedic Brees has accepted a position with San Ramon Valley Fire, his last day with Russian River will be October 1st.

CORRESPONDENCE:

A note of appreciation to "A" shift was received for great service provided on a medical aid; Give Back Tuesday information shared.

APPROVAL OF MINUTES:

Director Jackson noted a correction on page 1; vote count needs to be corrected.

- a. On a motion by Director Weaver, seconded by Director Butts, the Board moved to approve the minutes of August 8, 2018 regular meeting as corrected. VOTE: 5/0/0
- b. On a motion by Director Jackson, seconded by Director Weaver, the Board moved to approve the minutes of August 15, 2018 special meeting as presented. VOTE: 4/0/1 (Director Wood abstained).



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AMBULANCE PURCHASE:

Paramedic Clopton reported an ambulance purchasing committee was formed and consisted of Paramedics Clopton, Kucharski and Surgeon. The District chose to go through HGAC (Houston Galveston Area Council) thus eliminating the bid process. The committee recommends going with the Demers ambulance (\$206,151.25). A mobility seat was added (gives the Paramedic additional mobility with the safety of being buckled in), this addition is approximately \$3,000.00. The other option is a Leader ambulance (\$203,000.00). On a motion by Director Wood, seconded by Director Jackson, the Board moved to move forward with the committee's recommendation to purchase the ambulance. VOTE: 5/0/0.

APPROVAL OF FINANCIAL INFORMATION:

AA Flowers and Director Wood reviewed the budget to actual spreadsheet noting revenues and expenditures to date. AA Flowers also reported Paramedic Clopton has been cross referencing the Wittman billing report to the PCR's submitted for two months now; we are happy to report that all PCR's submitted have been billed by Wittman. This process will continue to ensure all transports are being billed properly. On a motion by Director Jackson, seconded by Director Weaver, the Board moved to approve the financial information as presented. VOTE: 5/0/0

PUBLIC HEARING:

Director Jones opened the public hearing on FY 18/19 Final Budget & Prop 4 Limit. AA Flowers reviewed the draft final budget. There being no public comment the public hearing was closed.

RESOLUTION 18/19-03 ADOPTING FY 18/19 FINAL BUDGET & PROP 4 LIMIT:

Director Jones read Resolution 18/19-03 Adopting FY 18/19 Final Budget & Prop 4 Limit. On a motion by Director Wood, seconded by Director Weaver, the Board moved to approve scenario #1 for FY 18/19 Final Budget & Prop 4 Limit. ROLL CALL VOTE: Director Wood, aye; Director Butts, aye; Director Jackson, aye; Director Weaver, aye; Director Jones, aye. VOTE: 5/0/0.

CONFLICT OF INTEREST CODE REVIEW:

AA Flowers reviewed the current conflict of interest code and suggested that no amendment was needed. On a motion by Director Jackson, seconded by Director Wood, the Board agreed the 2018 Conflict of Interest Code does not need to be amended and we continue as is. VOTE: 5/0/0.

RIO NIDO STATION-RENTAL AGREEMENT:

AA Flowers reported she and Captain Cassady met D & G Equity at the Rio Nido Station. Director Wood requested for the property management agreement to be sent to legal for review per policy. Director Jackson reviewed a few changes/edits he felt were necessary. On a motion by Director Wood, seconded by Director Jackson, the Board moved to accept the agreement with changes suggested by Director Jackson and to submit to our legal at the same time. VOTE: 5/0/0.



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BOARD OF SUPERVISORS-\$42 MILLION PLAN/NEW HIRE HOUSES:

Director Jones reported that although not included in the Silver Plan it has been noted that stations within Region are in need of replacement. If the County’s sales tax increase is passed then funds from the sales tax could be used to fund station replacements.

PART TIME INTERIM FIRE CHIEF INTERVIEW PROCESS UPDATE:

Director Weaver reported the committee of four (Director Weaver, Paramedic/Union President Jason Clopton, Windsor/Rincon Valley Chief Heine and community member Jim Maresca) interviewed five candidates. One additional interview will be held on October 3, 2018. On a motion by Director Weaver, seconded by Director Jackson, the Board moved to hold a special meeting on October 5, 2018 at 5:00 PM; one item “Interim Fire Chief hiring”. VOTE: 5/0/0. Linda Payne asked what qualified Jim Maresca to be on the committee. Director Jones stated she said she would find a community member.

RUSSIAN RIVER/MONTE RIO FIRE JOINT BOARD MEETING OVERVIEW & NEXT STEPS:

Director Jones reported on the joint meeting of Russian River and Monte Rio Fire Boards. Supervisor Hopkins tasked the Boards with three questions to answer; Director Jones felt the Russian River/Monte Rio Ad Hoc Committee would be a good committee to work on answering the questions. Directors felt the meeting was positive. Josh Dale, a Monte Rio Director stated Mark Bramfitt did a ride along with Chief Baxman, will do an MSR on Bodega Bay and then the “river” separately, Forestville’s Board meeting with Mark Bramfitt and Supervisor Hopkins was not positive and Forestville seems to want to go the other way and that Mark Bramfitt wants to spread Monte Rio’s tax around. Director Jackson inquired if there was a clear decision to participate in the MSR? Both Districts said yes.

REVIEW OF MSR PROCESS & COMMITMENT TO WORKING TOGETHER ON OUTCOMES:

Director Jones urged the Board to read the Rincon Valley/Windsor/Bennet Valley/Mountain MSR. On a motion by Director Wood, seconded by Director Jackson, the Board moved to draft a letter in favor of the MSR and consolidation of a “coastal community” or “West County Fire”. VOTE: 5/0/0. Director Weaver requested to include the motion in the letter.

ASSISTANCE BY HIRE AGREEMENT-RUSSIAN RIVER & BODEGA BAY FIRE:

Captain Lantz reported the Bodega Bay Fire Board approved the ABH agreement. Director Jones will review the agreement with Captain Lantz and have Russian River’s legal counsel review the agreement prior to it being presented at the October Board meeting.

CERT PROGRAM UPDATE:

Captain Lantz reported CERT is applying for a community grant through United Way and Redwood Credit Union for approximately \$30,000.00. The funds if awarded would be used to purchase a



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trailer (or 2) and equipment for all trailers. Director Jones inquired about contacting PG&E to schedule a time to have PG&E present information regarding red flag conditions and power outages. Director Butts will contact Mr. Hernandez to inquire about a meeting.

CLOSED SESSION:

Director Jones read the closed session title and the Board entered into closed session at 7:55 PM. The Board returned to open session at 8:13 PM and announced the Board approved increase for the Administrative Assistant; Acting Chief Lantz will share increase with AA Flowers.

SONOMA COUNTY INVESTMENT POOL AGREEMENT/DRAFT RESOLUTION:

Director Jackson reported on the investment pool agreement and draft resolution. Director Jackson will meet with AA Flowers to determine investment amounts and will review the documents at the next finance committee meeting. Resolution will be placed on the October agenda for review/approval.

2018 COMMITTEE REPORTS:

- a. Finance Committee: Met on Monday, September 10, 2018.

Recommendations:

1. Use surplus funds to pay down the PERS UAL instead of investing funds.
Review in January to determine amount.
2. On a motion by Director Jackson, seconded by Director Butts the Board moved to pay \$818.00 towards PERS PEPRA UAL.
3. The finance committee recommends scenario # 1 for the FY 18/19 final budget.
4. The finance committee recommends the District applies for the USDA grant for a utility vehicle/light rescue to replace 5630.
5. The finance committee will request a current explanation from the Redevelopment Agency on the formula used to determine how much each District must contribute to the Redevelopment Agency. Director Weaver will write the letter and Director Jackson will review.
6. Draft a letter to Supervisor Hopkins regarding the loss of revenue due to incorrect use code classifications within the District.

On a motion by Director Wood, seconded by Director Jackson, the signature card for Bank of the West needs to be updated to include the following: Director Nancy Jo Wood, Director William Jackson and Captain Travis Wood, Director Nance Jones to be removed. VOTE: 5/0/0.

- b. Strategic Planning Committee: No report.

- c. Russian River/Monte Rio: Met on August 20, 2018. Meeting was focused on MSR discussion and consolidation. Supervisor Hopkins, Mark Bramfitt and Jim Colangelo were



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also in attendance and provided information regarding “sphere of influence” and sustainable service models. Next meeting date is to be determined.

- d. Evacuation Planning: Did not meet.

PUBLIC COMMENT:

None.

BOARD COMMENT:

None.

ADJOURNMENT:

On a motion by Director Weaver, seconded by Director Jackson, the Board adjourned the meeting at 8:44 p.m.

/s/ Nance Jones
Nance Jones, Board President

Date: 10/10/18

/s/ Heidi Flowers
Heidi Flowers, Interim Board Clerk