



# **RUSSIAN RIVER FIRE PROTECTION DISTRICT**

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

## **BOARD OF DIRECTORS REGULAR MEETING**

Wednesday, March 14, 2018 6:00 p.m.

At the Fire Station ~ 14100 Armstrong Woods Rd., Guerneville

## **MINUTES**

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:**

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

### **APPROVAL OF AGENDA:**

On a motion by Director Wood, seconded by Director Weaver, the Board moved to approve the Agenda as presented. VOTE: 4/0/1 (vacant seat).

### **PUBLIC COMMENT:**

None.

### **BOARD MEMBER COMMENT:**

None.

### **DIRECTOR INTERVIEWS:**

The Board interviewed candidates Krista Butts and William Jackson; discussion held. On a motion by Director Emmett, seconded by Director Weaver, the Board moved to appoint William Jackson as the next new Board member. VOTE: 3/1/1 (vacant seat).

### **APPOINTMENT OF NEW DIRECTOR:**

Director Jones administered the oath of office to William Jackson.

### **STAFF REPORT:**

Captain Cassady reported on: retirement announcement of Glenn Rampone and update on hiring process to fill upcoming vacancy and update on Advisory Council recruitment and retention funds. Director Jones requested a written letter of resignation from Glenn Rampone.

### **CORRESPONDENCE:**

None.

### **APPROVAL OF MINUTES:**

On a motion by Director Wood, seconded by Director Emmett, the Board moved to approve the minutes of February 14, 2018 regular meeting as presented. VOTE: 5/0/0

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## **APPROVAL OF FINANCIAL INFORMATION:**

On a motion by Director Weaver, seconded by Director Emmett, the Board moved to approve the financial information as presented. VOTE: 5/0/0

## **FY 2016/17 FINANCIAL AUDIT DRAFT REVIEW/APPROVAL:**

Discussion held. Tabled until April 11, 2018 meeting.

## **RESOLUTION 17/18-10 REVISED FINAL BUDGET:**

AA Flowers reviewed the revised final budget which was reviewed by the finance committee. Director Jones read Resolution 17/18-10. On a motion by Director Weaver, seconded by Director Jackson, the Board moved to adopt Resolution 17/18-10 revising the final budget. ROLL CALL VOTE: Director Wood, aye; Director Emmett, aye; Director Jackson, aye; Director Jones, aye; Director Weaver, aye. VOTE: 5/0/0

## **COMPLETE WIRELESS CONSULTING, INC-AT&T PROPOSED FACILITY:**

On a motion by Director Wood, seconded by Director Jackson, the Board moved to enter into negotiations and find out more information. Any contract needs to be sent to legal counsel for review. VOTE: 5/0/0

## **FIRE CHIEF HIRING:**

Director Jones stated this item will be placed on every Agenda moving forward; Director Wood suggested forming an ad hoc committee with 1-2 Directors for this item.

## **CLOSED SESSION:**

Director Jones announced the titles of the closed session and the Board entered closed session at 7:08 PM.

- a. Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1); Title: Captain & Acting Fire Chief.
- b. Conference with Labor Negotiator pursuant to Government Code Section 54957.6 (a); Agency Designated Representative: Full Board; Employee Organization: Local 3051

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### **RETURN FROM CLOSED SESSION:**

The Board returned from closed session at 7:27 p.m. and reported the following:

- a. Public Employee Performance Evaluation pursuant to Government Code Section 54957 (b)(1); Title: Captain & Acting Fire Chief. *Action: Group reviewed new Acting Fire Chief job description; need to remove two (2) "remove" sections. With items removed the new Acting Chief job description was approved by the Board.*
- b. Conference with Labor Negotiator pursuant to Government Code Section 54957.6 (a); Agency Designated Representative: Full Board; Employee Organization: Local 3051. *Action: Jason Clopton presented a MOU side letter to the Board; MOU side letter and payment was approved by the Board.*

### **CERT PROGRAM UPDATE**

None.

### **REPORT FROM 2018 COMMITTEES:**

- a. Finance: Director Wood and AA Flowers reported on proposed budget revisions and Resolution 17/18-10.
- b. Strategic Planning: Director Jones reported the USDA pre-application and application process. Director Jones will attempt to complete the pre-application; Bill Bullard is available to assist with the application process if needed. He will submit a quote for his services. Director Jones reported an additional 50 hours has been approved for grant writer Nakia Magazine; the strategic planning committee will re-evaluate after the 50 hours is complete.
- c. RR/MR: Director Emmett reported on the meeting he attended at Lynda Hopkins office regarding the proposed MSR including Bodega Bay, Monte Rio, Russian River and Cazadero. Director Emmett also reported Russian River and Monte Rio have agreed to train together; next ad hoc meeting scheduled for March 26, 2018.
- d. Fundraising: Has not met.
- e. Evacuation Planning: Director Weaver reported on the recent evacuation planning committee meeting and estimated costs for every door direct mail of the evacuation committee mailer. On a motion by Director Emmett, seconded by Director Jackson, the Board moved to grant \$1,400.00 to the evacuation planning committee for his project.  
VOTE: 5/0/0. Next meeting is scheduled for May 21, 2018.

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**PUBLIC COMMENT:**

Linda Payne inquired about the new Board member; Director Jackson gave a brief overview of his experience.

**BOARD COMMENT:**

None.

**ADJOURNMENT:**

On a motion by Director Weaver, seconded by Director Jackson, the Board adjourned the meeting at 8:24 p.m..

/s/ Nance Jones Date: 4/11/18  
Nance Jones, Board President

/s/ Heidi Flowers  
Heidi Flowers, Interim Board Clerk