



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, February 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 Emmett led the pledge of allegiance. Directors present: Wood, Emmett, Jones & Weaver.

APPROVAL OF AGENDA:

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

PUBLIC COMMENT:

Linda Payne stated it is frustrating and is a disappointment when the Board disregards the rules (Brown Act) even after correspondence was submitted on this topic.

BOARD MEMBER COMMENT:

Director Wood stated what the Board can do is try to do better (in reference to the public comment).

Director Jones: acknowledged Chuck Limberts resignation and thanked him for his service.

Director Wood: acknowledged Chuck Limbert put a lot of work into the District's finances and will be missed.

Director Weaver: thanked Chuck Limbert for his service, energy, dedication and that he brought a tremendous amount of focus. Director Weaver also encouraged open communication.

Director Jones: stated agenda item "Approval of Christmas party contribution" from January is null and void, the action was not acted upon and it has been re-agenized for this month.

DIRECTOR RESIGNATION/VACANCY:

Director Jones reviewed the timeline the District has to follow; notice of vacancy has been submitted to the County of Sonoma Registrar of Voters and posted in three locations within the District.

STAFF REPORT:

Captain Lantz reported on: Region 5 Recruitment/Retention grant submission to the Fire Advisory Committee, auto extrication and low angle rope rescue training, structure fire response and meeting with Mark Bramfitt of LAFCO.

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STAFF REPORT CONTINUED:

Captain Cassady reported on: prevention/projects and Sonoma County Fire Chief's meeting he attended on January 9th. An ad hoc was formed to discuss and research possibly creating a County wide audible warning (siren) system.

Incident type count report was reviewed

CORRESPONDENCE:

On a motion by Director Wood, seconded by Director Emmett, the Board moved that Director Jones applies for the Redevelopment Oversight Board. VOTE: 4/0/1 (vacant seat).

APPROVAL OF MINUTES:

On a motion by Director Emmett, seconded by Director Weaver, the Board moved to approve the minutes of January 10, 2018 regular meeting as presented. VOTE: 4/0/1 (vacant seat).

APPROVAL OF FINANCIAL INFORMATION:

Director Wood: signature card for Bank of the West will need to be updated to remove Chuck Limbert. On a motion by Director Weaver, seconded by Director Emmett, the Board moved to approve the financial information as presented. VOTE: 4/0/1 (vacant seat).

APPROVAL OF CHRISTMAS PARTY CONTRIBUTION:

Discussion held. On a motion by Director Weaver, seconded by Director Emmett, the Board moved to donate \$1,000.00 to the Firefighters Association for the 2017 Christmas party as a one-time offering without any future monetary contributions. VOTE: 3/1/1 (vacant seat).

OTS GRANT-AUTHORIZING OFFICIAL UPDATE:

On a motion by Director Wood, seconded by Director Emmett, the Board moved to substitute the name Stephano for the grant authorizing representative. VOTE: 4/0/1 (vacant seat).

CLOSED SESSION:

Public Employee Appointment pursuant to Government Code Section 54957 (b)(1); Title: Administrative Assistant & Board Clerk.

Conference with Labor Negotiator pursuant to Government Code Section 54957.6 (a); Agency Designated Representative: Full Board; Unrepresented Employee: Administrative Assistant.

Conference with Labor Negotiator pursuant to Government Code Section 54957.6 (a); Agency Designated Representative: Full Board; Employee Organization: Local 3051.

Conference with Real Property Negotiations: Pursuant to Government Code Section 54756.7; Property: 14770 Canyon 7 Road, Rio Nido, CA (Rio Nido Post Office).

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Director Jones announced the titles of the closed session and the Board entered closed session.

RETURN FROM CLOSED SESSION:

The Board returned from closed session and reported the following:

Public Employee Appointment pursuant to Government Code Section 54957 (b)(1); Title: Administrative Assistant & Board Clerk. *Action: Board reviewed revised position description for AA and approved it with one revision.*

Conference with Labor Negotiator pursuant to Government Code Section 54957.6 (a); Agency Designated Representative: Full Board; Unrepresented Employee. *Action: Administrative Assistant: Board reviewed salary and came to the conclusion around a salary recommendation for AA Flowers while she is working as clerk of the Board.*

Conference with Labor Negotiator pursuant to Government Code Section 54957.6 (a); Agency Designated Representative: Full Board; Employee Organization: Local 3051. *Action: Directors Jones and Weaver updated the Board of the first labor negotiation meeting; information only.*

Conference with Real Property Negotiations: Pursuant to Government Code Section 54756.7; Property: 14770 Canyon 7 Road, Rio Nido, CA (Rio Nido Post Office). *Action: Board came to an agreement on a new fee structure and will get it posted to see if there is anyone interested in renting the square footage where the Post Office use to be and at that time complete a new lease based on the successful candidate.*

BOARD CLERK POSITION:

Director Wood suggested whoever is doing the Board clerk position seeks training; District will pay for the training. AA Flowers to update the Board on training available.

CERT PROGRAM UPDATE

Captain Lantz reported a list has been compiled from the community meetings; an email will be sent to those individuals. Next class is planned for April. Mike Nicholls requested for Cazadero CSD to be included in the email.

REPORT FROM 2018 COMMITTEES:

- a. Finance: On a motion by Director Wood, seconded by Director Weaver, the Board approved to update the bank signature cards to reflect committee members Director Nancy Jo Wood and Director Nance Jones and employee Travis Wood. Signature cards should be updated prior to next Board meeting. VOTE: 4/0/1 (vacant seat). Director Wood and AA Flowers reported on proposed budget revisions; revisions will be presented to the Board at the March 14, 2018 meeting for review/approval.

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REPORT FROM 2018 COMMITTEES CONTINUED:

- b. Strategic Planning: Director Jones reported on Nakia Magazine's progress and grants currently available. Committee will meet with Bill Bullard to review/discuss USDA application process.
- c. RR/MR: Captain Lantz met with consultant Denny Rosatti for information only; to bring each other up to speed on where the Districts are at. Dan Fein, Mark Emmett and Denny Rosatti met with Linda Hopkins today; information only. Next meeting set for Monday, February 26, 2018.
- d. Fundraising: Has not met.
- e. Evacuation Planning: Lois Lebovich stated she held a neighborhood meeting in her neighborhood, 6 people were in attendance. They discussed the phone tree and items such as temporarily disabled residence (who could keep track, etc.). Director Weaver reported the survey is in progress and will share survey results at the next meeting on Monday, March 26, 2018.

2018 COMMITTEE ASSIGNMENTS:

- a. Finance Committee: Directors Wood and Jones; EE Travis Wood. Director Wood will chair committee.
- b. Strategic Planning Committee: No change.
- c. Russian River/Monte Rio: Directors Wood and Emmett; EE Ryan Lantz. Director Emmett will chair committee.
- d. Fundraising: Place on March Agenda for discussion.
- e. Evacuation Planning: Directors Jones, Weaver and Wood. Director Weaver will chair committee.
- f. Labor negotiations: Directors Jones and Limbert.

PUBLIC COMMENT:

None.

BOARD COMMENT:

None.

ADJOURNMENT:

On a motion by Director Emmett, seconded by Director Weaver, the Board adjourned the meeting at 7:30p.m.

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/s/ Nance Jones Date: 3/14/18
Nance Jones, Board President

/s/ Heidi Flowers
Heidi Flowers, Interim Board Clerk