



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, August 8, 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 Jackson, seconded by Director Butts the Board approved the Agenda as presented. VOTE: 5/0/0

PUBLIC COMMENT:

None.

BOARD MEMBER COMMENT:

Director Butts reported on the Sonoma County Fire District Association dinner she attended; the Silver Plan will be presented to the Board of Supervisors on August 14th. Attendance by District representatives is highly encouraged. Director Butts also stated the Russian River Community Trust Fund grant window is now open; she has notified Engineer Mercieca who plans on applying for jet ski equipment (life jackets, etc.).

STAFF REPORT:

Captain Lantz reported on the following: E5660 was sent out as a "wet hire" to the CalFire Mendocino Unit; after arriving the engine was assigned to the Ranch Fire. FF/Paramedic Brees officially started as a full time employee as of August 1st, the new Stryker gurney (purchased with TOT Mitigation Funds from Supervisor Hopkins) has arrived and has been put into service and M576 was sent to Western Auto Body for repair of the cab "A" post.

CORRESPONDENCE:

A thank you letter from the County of Mendocino Office of the Sheriff-Coroner was received thanking Captain Wood and Engineer Mercieca for their assistance with the search and rescue effort regarding missing people and body recovery incident in April.

APPROVAL OF MINUTES:

On a motion by Director Weaver, seconded by Director Butts, the Board moved to approve the minutes of July 11, 2018 regular meeting as presented. VOTE: 4/0/1 (Director Wood abstained).



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APPROVAL OF FINANCIAL INFORMATION:

AA Flowers reviewed the budget to actual spreadsheet noting revenues and expenditures to date. On a motion by Director Wood, seconded by Director Weaver, the Board moved to approve the financial information as stated in the packet. VOTE: 5/0/0

SET DATE FOR PUBLIC HEARING:

On a motion by Director Jackson, seconded by Director Weaver, the Board moved to set the date for the final budget and prop 4 limit public hearing for Wednesday, September 12, 2018. VOTE: 5/0/0

RIO NIDO STATION-RENTAL AGENCY INFORMATION:

AA Flowers reported she contacted two local rental agencies; one agency responded with the following information: property zoned as PF (public facilities), estimated rent would be approximately \$600.00/month, agency can manage for 10% of monthly gross income or leasing charge is 100% of first month's rent and contract would be for one year and reverts to a month to month after the one year. Discussion held. AA Flowers will contact the District's insurance broker to inquire about building coverage and if it would be impacted by the rental. On a motion by Director Wood, seconded by Director Jackson, the Board moved to set the rent at \$600.00 minimum and to use the rental agency for management of the rental at the rate of 10% gross monthly income. VOTE: 5/0/0

WEST COUNTY FIRE DETECTION CAMERAS:

AA Flowers and Director Jones reported the Pole Mountain Lookout has re-opened and smoke detection cameras have been installed. An app for iPhone and iPad is available. Visit <http://www.alertwildfire.org/tahoe/firecams.html> to view live streaming of the camera footage.

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

Included as information only. Captain Lantz reported the included document is a cut and paste of the current CalFire ABH agreements. It is currently under review by Bodega Bay's legal counsel, once edits are received Captain Lantz will bring the document back to the Board for further review/discussion. The agreement will allow Russian River Fire and Bodega Bay Fire to share staff in the event of strike teams and staffing shortages. The agreement was previously in place in 2006 but has not been utilized in several years.

CERT PROGRAM UPDATE:

Captain Lantz reported one CERT team member is a licensed nurse practitioner and working on getting members up to speed on 1st aid, etc.

REGION 5 ALTERNATE:

Director Jones stated she is the Region 5 alternate; Captain Wood is the designated representative. Director Jones was out of town last month and Captain Wood was unable to attend the Region 5



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meeting due to an emergency. In the future one of the Captains will be asked to fill in if Captain Wood or Director Jones are unable to attend.

COMMITTEE REVIEW:

- a- Finance: On a motion by Director Butts, seconded by Director Weaver, the Board moved to elect Director Jackson as a new finance committee member in wake of Director Jones stepping down. VOTE: 5/0/0
- b- Strategic Planning: Director Jones will bring the strategic plan to the committee for review and determine if the committee is still required.
- c- Russian River/Monte Rio: On a motion by Director Wood, seconded by Director Butts, the Board moved to change the committee to a standing committee and add Director Jones to the committee. VOTE: 5/0/0
- d- Evacuation Planning: On a motion by Director Wood, seconded by Director Jackson, Director Wood would like to opt out of the committee; Director Butts will replace Director Wood. VOTE: 5/0/0

2018 COMMITTEE REPORTS:

- a. Finance Committee: Met on Monday, August 6, 2018. On a motion by Director Jackson, seconded by Director Butts, the Board moved to move ahead with the ambulance purchase as recommend by the finance committee. VOTE: 5/0/0
- b. Strategic Planning Committee: Has not met.
- c. Russian River/Monte Rio: Joint meeting date set for Monday, August 27, 2018 at 6:00 PM. Director Fein is confirming the availability of the Monte Rio Community Center for location. Director Wood stated she is unable to attend the meeting. AA Flowers will draft an agenda and send to Board Presidents Fein and Jones.
- d. Evacuation Planning: Director Weaver reported the committee does not have a future meeting date set. Members of the committee participated in the National Night Out providing evacuation materials to the community.

PUBLIC COMMENT:

None.

BOARD COMMENT:

Director Jones reported Chief interviews will be conducted on Friday, September 7, 2018. Discussion held regarding interview panel. On a motion by Director Butts, seconded by Director Weaver, the Board moved to hold a special meeting on August 15, 2018 to discuss the Chief interview panel. VOTE: 5/0/0



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ADJOURNMENT:

On a motion by Director Jackson, seconded by Director Weaver, the Board adjourned the meeting at 7:39 p.m.

/s/ Nance Jones
Nance Jones, Board President

Date: 9.12.18

/s/ Heidi Flowers
Heidi Flowers, Interim Board Clerk