

# North Sonoma Coast Fire Protection District (NSCFPD)

PO Box 1528, Gualala, CA 95445

(707)785-2648

## Notice & Agenda of Regular Board Meeting

Friday, April 1, 2016, 12:00 p.m.

Sea Ranch North Fire Station (39255 South Highway 1, The Sea Ranch)

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**Assistance for the Disabled:** If you are disabled in any way and need accommodation to participate in the meeting, please call the Fire Chief at 707-785-2648 at least 48 hours in advance so the necessary arrangements can be made.

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**Copies of Full Agenda Packet:** May be picked up at the CAL FIRE station at 960 Annapolis Road, or, digital copies may be requested by emailing a request to [info@northsonomacoastfpd.org](mailto:info@northsonomacoastfpd.org). Paper copies of the packet will be available at the meeting.

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Note that all times listed below are approximate.

**I. PLEDGE OF ALLEGIANCE 12:00 pm**

**II. FORMATION AND ORGANIZATION 12:05**

- B. Roll Call (Directors Aitchison, Carruthers, McMahan, Mueller, Scott)
- C. Swearing in of Directors
- D. Set terms of office: 2 year term through 2018 (2 Directors); 4 year term through 2020 (3 Directors)
- E. Elect officers: Chair, Vice Chair, Secretary, Chief Financial Officer

**III. AMENDMENTS TO AGENDA 12:20**

**IV. APPROVAL OF PRIOR MEETING MINUTES 12:25**

Minutes from the March 14, 2016 and March 25, 2016 planning meetings will be reviewed.

**V. INAUGURAL DISTRICT REPORTS**

- A. Chair (Including report on Property Tax allocation Agreement previously approved by Sonoma County Board of Supervisors) 12:30
- B. Chief Financial Officer 12:35

**VI. PUBLIC COMMENT ON NON-AGENDA ITEMS:** *Any person wishing to speak to the Board on any item not listed on the agenda may do so during public comment. All presentations made under public comment are normally restricted to three (3) minutes in length per meeting unless the Board Chair specifically authorizes additional time.* 12:40

**VII. CONSENT CALENDAR** *The Consent Calendar includes routine financial and administrative actions that are usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members or the public request specific items be discussed and/or removed from the Consent Calendar.*

- A. None

# **NSCFPD Board Meeting Agenda, April 1, 2016, Page 2**

## **VIII. DISCUSSION/ACTION ITEMS**

- A. Approve Provisional District Policies: Review Provisional Policies & Procedures document, providing rules and procedures for the conduct of District business. 13:00
- B. Approve Certificate of Organization. The Board will review and approve the document that lists the names and titles of the initial District members, and Board members. 13:10

## **IX. CLOSED SESSION 13:15** The Board of Directors will consider the following in closed session:

- A. Appointment of Personnel - District Fire Chief (Government Code section 54957(b)(1))
- B. Appointment of Personnel - District Fire Department Officers (Government Code section 54957(b)(1))

## **CONTINUATION OF OPEN SESSION**

### **X. DISCUSSION/ACTION ITEMS**

- A. Retaining District Counsel. Discuss and approve assumption of counsel agreement previously held by TSRVFD, Inc. 13:30
- B. Retaining Consultant: Discuss and approve assumption of contract for training support with Fire & Emergency Services Consulting (previously held by TSRVFD, Inc.). 13:40
- C. Approve "Agreement for Interim Provision of Fire and Emergency Services" with Sonoma County. 13:45
- D. Approve Transfer of Apparatus Ownership: The vehicles currently used by the Sea Ranch and Annapolis VFCs are owned by Sonoma County; transfer of ownership to the District is part of the Property Tax Allocation Agreement. Review ownership transfer process. 13:55
- E. Approve REDCOM Joint Powers Authority (JPA) Agreement: The District needs to sign the REDCOM JPA Agreement in order to join the REDCOM JPA and continue to receive dispatch services from REDCOM. 14:05
- F. Approve Assistance By Hire (ABH) Agreement: Review and approve the ABH agreements needed to be completed in order for NSCFPD to be able to rent apparatus alone, or send staffed apparatus, to CAL FIRE incidents during fire season. 14:15
- G. Approve Interim Operating Budget for April-June, 2016. 14:50

## **BREAK 15:15 - 15:30**

### **XI. Discuss CALFIRE Contract Options 15:30**

### **XII. RECURRING REPORTS**

- A. Chief's Report 16:00
- B. CAL FIRE Report 16:10

## **NSCFPD Board Meeting Agenda, April 1, 2016, Page 3**

**XIII. ESTABLISHMENT OF COMMITTEES AND LIAISONS:** Discuss the possible formation of standing and/or ad hoc committees, and board liaisons to other entities. 16:20

### **XIV. FUTURE MEETINGS**

4/11 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting

5/2 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting

5/16 Monday 6:00 p.m. @ Horicon School - NSCFPD Board Meeting

6/6 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting

6/20 Monday 6:00 p.m. @ NFS - NSCFPD Board Meeting

### **XV. ADJOURNMENT 17:00**