



North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<http://nscfpd.org> - (707)785-2648

NSCFPD Board Meeting Action Summary

Monday, August 14, 2017, 6:00 p.m.

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

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.

Copies of Full Agenda Packet: May be requested by emailing a request to info@northsonomacoastfpd.org. A small number of paper copies of the packet will be available at the CAL FIRE station at 960 Annapolis Road prior to the meeting, and at the meeting.

Note that all times listed below are approximate. Order of items may be adjusted to accommodate time certain requirements.

- I. **CALL TO ORDER** Meeting called to order at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** Directors Mueller, Aitchison, McMahan, Pounds present. Director Scott absent. Chief Plakos, Assistant Chief Aitchison, CALFIRE Captain Shelley Spear present.
- IV. **AMENDMENTS TO AGENDA** None
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**
The minutes from the July 10, 2017 board meeting: Motion to approve by Director Aitchison, second by Director McMahan. The motion was approved unanimously.
- 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.* TSRVFD member Paul Plakos announced 501(c)(3) status for the nonprofit TSRVFD, Inc.
- 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. Approve expenditures from July, 2017: Approved by Director McMahan, seconded by Director Aitchison. The motion was approved unanimously.
- VIII. **REPORTS (18:10)**
 - A. Chair: No Report.
 - B. Chief : (attached)

NSCFPD Board Meeting Action Summary, August 14, 2017, Page 2

- C. Finance Ad-Hoc: Chief Plakos reported on ongoing work, mostly related to preparation for the audit. The final budget for FY 17/18 will be presented at the September meeting.
- D. CAL FIRE: Captain Spear reported: Schedule B did go to one fire for a couple of days but it has been otherwise quiet; Trainee Bouwer is almost done with training.

IX. CLOSED SESSION

- A. Adjourned to Closed Session at 6:53 p.m. re: pending litigation. Govt. Code section 54956.9(d)(4). Returned to regular session at 7:02 p.m. No reportable action.

X. DISCUSSION/ACTION ITEMS

- A. CAL FIRE VFA Grant Acceptance: Motion to adopt the resolution approving the VFA grant agreement, and authorizing Chief Plakos to sign the grant agreement and proceed with completion of all paperwork, and execution of the grant program. Motion Approved by Director Aitchison, seconded by Director McMahan, unanimous approval. **(Resolution 17-25)**
- B. Approve sale of Salvage 4436: Chief Plakos discussed the sale of Salvage 4436 and approval of staff proceeding with the sale. Motion to approve by Director McMahan, second by Director Aitchison, unanimous approval.
- C. Incorporate Updates Into Policies and Procedures Manual: Accept incorporation of recent resolutions regarding financial policy, procedures, and establishment of a District Treasurer into Policies and Procedures manual. Discussion led by Chief Plakos. Motion to approve Director Pounds, seconded by Director Aitchison. Unanimous approval.
- D. Update on Lexipol: Chief Plakos reported on the status of the Lexipol product with a brief demonstration.

XI. CALENDAR LOOK-AHEAD: Review annual calendar, identify upcoming tasks and deadlines: No updates or changes were put forward.

XII. ADJOURNMENT TO NEXT MEETING

The Meeting Adjourned at 7:40 p.m.

Next Meeting: 9/11/17 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

Future Meetings:

10/09/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

11/13/2017 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting