



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, December 11, 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 any 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 McMahan, Aitchison, Mueller, Scott and Pounds. Chiefs Plakos & Aitchison; CALFIRE Captain Shelley Spear.
- IV. **AMENDMENTS TO AGENDA** None, Motion to approve Director McMahan, second Director Scott. Approved unanimously.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**
The minutes from the November 13, 2017 board meeting motion to approved by Director Aitchison, second Director McMahan. 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.* No Comments
- 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 recent expenditures from October: Motion to approve by Director Scott, second by Director McMahan. Approved Unanimously.
- VIII. **DISCUSSION/ACTION ITEMS**
 - A. Review final draft of audit for 15 month period ending June 30, 2017: Audit presented by representatives from Goranson and Associates. Motion to approve with possible minor

NSCFPD Board Meeting Action Summary, December 11, 2017, Page 2

non-substantive changes to be made before final publication. Motion by Director McMahan, second by Director Aitchison. Approved unanimously.

- B. Review FSAC Activity and Region 4 Priorities: Reviewed and discussed recent Fire Service Advisory Committee activity, funding requests, and Region 4 plans and priorities. Presentation by Region 4 FSAC Representative Captain Scott Foster from Timber Cove. Also the reduction of FY 17/18 property tax revenue due to losses from recent fires was discussed.

IX. REPORTS

- A. Chair Our goals workshop is scheduled for 10 a.m. to 1 p.m. on Sunday January 21, 2018 at the NFS. Community Manager Frank Bell will be our facilitator. The Community Outreach Committee meeting initial agenda is being prepared and a meeting date will be determined soon.
- B. Chief (attached)
- C. Financial Ad-Hoc The Committee is searching for a new bookkeeper. Our preliminary November expenditures were reviewed. Because of the lack of a bookkeeper we do not presently have up-to-date reports from Quickbooks to review. Due to losses suffered county-wide in the October fires, the District's property tax revenue for the current fiscal year is expected to be reduced by approximately \$24,000.
- D. CAL FIRE: Staffing needs were increased due to the Southern California fires; 31 seasonal firefighters were rehired in our unit to assist with the fire efforts. The pattern of longer fire seasons could change future staffing to be more year-round.

X. CLOSED SESSION Session started at 8:10 p.m.

- A. Closed Session re: pending litigation. Govt. Code sections 54956.9(d)(4). No reportable action.
- B. Closed Session re: potential litigation. Govt. Code section 54956.9(b). Motion to approve the Memorandum of Agreement documenting the transfer of appropriations limit from CSA #40 to NSCFPD by Director Aitchison, second Director Scott. Approved Unanimously. **(Resolution 17-29)**.

Session ended at 8:38 p.m.

XI. DISCUSSION/ACTION ITEMS

- A. Standing Finance Committee members: Directors Mueller and Scott were nominated to the Finance Committee. Motion to approve by Director McMahan, second by Director Aitchison. Approved unanimously.
- B. Meeting schedule in 2018: Meetings will continue to be the second Monday of each month with the exception of January 2018. The Board will meet on January 15, 2018. Motion to approve by Director McMahan, second Director Scott. Approved unanimously

XII. CALENDAR LOOK-AHEAD: Reviewed annual calendar: The calendar has been updated for 2018. No additional changes noted.

XIII. ADJOURNMENT TO NEXT MEETING

The meeting was adjourned at 8:15 p.m.

Next Meeting: 1/15/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

NSCFPD Board Meeting Action Summary, December 11, 2017, Page 3

Future Meetings:

2/12/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

3/12/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting