



# 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, February 12, 2018, 6:00 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 requested by emailing a request to [info@northsonomacoastfpd.org](mailto: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.

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

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- I. **CALL TO ORDER** Meeting called to order at 6:00 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** Directors Aitchison, Mueller, Scott, and Pounds, Chief Aitchison Present. Chief Plakos present by phone. Director McMahan absent.
- IV. **AMENDMENTS TO AGENDA** None. Motion to approve Director Aitchison, second Director Scott. Approved Unanimously.
- V. **APPROVAL OF PREVIOUS MEETING MINUTES**  
The minutes from the January 15, 2018 and January 21, 2018 board meetings were reviewed. Motion to approve January 15, 2018 minutes by Director Aitchison, second Director Scott. Approved unanimously. Motion to approve January 21, 2018 minutes by Director Pounds, second by Director Aitchison. 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 Board President Bill Lawson and Firefighter Paul Plakos reported that the TSRVFD Inc. nonprofit is planning to add a “doing-business-as” (DBA) name of North Sonoma Coast Volunteer Firefighters Association.
- 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: December. Motion to approve by Director Aitchison and second by Director Scott. Approved unanimously.

# NSCFPD Board Meeting Action Summary, February 12, 2018, Page 2

## VIII. REPORTS

- A. Chair No report
- B. Chief (attached)
- C. Treasurer (attached) Chief Plakos noted that our current debt for Rescue 4433 is not yet captured in quickbooks but should be there by the March meeting.
- D. Financial Ad-Hoc: The committee is looking for two additional members. There are no candidates so far. The ad-hoc continues to meet to address the errors in the State Controller's report, long-term planning, and other items.
- E. 2018 Election: There is nothing to do until June. For the 2018 election cycle there will be two 4 year positions to be filled and one 2-year position to be filled. In election year 2020 there will be three 4 year positions to be filled. Candidate forms are due for pickup in person by July 4, 2018. Forms must be submitted by August 10<sup>th</sup>.
- F. CAL FIRE: Chief Plakos reported in place of Captain Spear. Winter staffing continues as usual. FAE Levin's contract is up and he is moving to Hilton. We are happy to welcome back FAE Mibach permanently assigned to the Sea Ranch station.
- G. January SCFDA Meeting: Director McMahan attended the dinner meeting where goals for the new year were discussed. His report was distributed.

## IX. CLOSED SESSION            Began at 6:45 p.m.

- A. Closed Session re: pending litigation. Govt. Code sections 54956.9(d)(4).  
Closed session ended at 6:47 p.m. There was no reportable action.

## X. DISCUSSION/ACTION ITEMS

- A. 2018 Goals and Objectives Report: Review the goals and objectives identified at our Jan 21, 2018 workshop. Discuss clarity and responsibility. Motion to accept the report by Director Aitchison, second by Director Scott. After discussion, amended motion to carry over discussion and approval until the March 12, 2018 meeting by Director Scott, second by Director Aitchison. Approved unanimously.
- B. Appropriations Limit Ballot Item: Reviewed draft resolution and ordinance, and steps necessary to prepare for the Appropriations Limit on the November 2018 ballot. Director Aitchison will research if there are any rules about how special district ordinances must be numbered.
- C. Electronic Document Archive: A walk through what we have now and how to access. Deferred to a later board meeting. In the meantime Chief Plakos asked that all board members who have not yet done so access the archive and pass along any problems or questions.

## **NSCFPD Board Meeting Action Summary, February 12, 2018, Page 3**

**XI. CALENDAR LOOK-AHEAD:** The latest calendar was reviewed. Four items have been added pertaining to the November 2018 ratification of the permanent Appropriations Limit. Board members were also asked to either send or drop off copies of any certifications from required compliance training during the last two years so District records can be brought up to date. Chief Plakos noted that it has been two years since Board members Aitchison, Mueller and the Chief have taken the FPPC Ethics class and they are due to take it again.

### **XII. ADJOURNMENT TO NEXT MEETING**

The meeting was adjourned at 7:23 p.m..

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

Future Meetings:

4/9/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting

5/14/2018 Monday 6:00 p.m. @ North Fire Station - Regular Board Meeting