



North Sonoma Coast Fire Protection District

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NSCFPD Board Meeting Action Summary

Monday, February 8, 2021, 4:30 p.m.

- I. **CALL TO ORDER:** 4:32pm
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Directors Bell, Campbell, Gardener, Nybakken and Tittle; Chief Plakos, Assistant Chief Aitchison and CALFIRE Captain Miller.
- IV. **AMENDMENTS TO AGENDA:** None
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VI. **CONSENT CALENDAR:** Motion to Approve by Director Campbell, 2nd by Director Tittle. Approved 5-0
 - A. Approve Expenses: December, 2020
 - B. Approve minutes from the January 2021 board meeting.
- VII. **REPORTS**
 - A. Chair: Director Gardener investigating potential law requiring owner disclosure of property vulnerability to fire danger. Not able to confirm further action with any agency. No Action
 - B. Chief: As Distributed, No Action
 - C. Treasurer: As Distributed, No Action
 - D. CAL FIRE: Captain Miller - Chimney fire season results in numerous calls this time of year. Schedule B CALFIRE Captain Victor Andrade is on-board. Agency training continues as most staff are fully vaccinated for Covid-19 and will revert to in-person training as safety allows. The new tender is expected for delivery in April. No Action
 - E. ERAF ad-hoc: Sonoma County must respond to our appeal of tax revenue shift to ERAF by Feb. 19 or the court will decide without County response. No Action
 - F. Consolidation ad-hoc: No Action
 - G. Grants ad-hoc: No Action
 - H. VFA Liaison: Director Nybakken - VFA met Jan. 15 with an update on 2021 scholarship funding. Subcommittee established to move forward with North Fire Station renovation/expansion; structural review underway. No Action

VIII. DISCUSSION/ACTION ITEMS

- A. LAFCO Overview: Mark Bramfitt, Executive Director, Local Agency Formation Commission – joined the Zoom meeting to update new board members on the commission and its activities. Mark provided a broad overview. He suggested that NSCFPD consider having a board member apply to an open position on the LAFCO board of directors. We discussed current and future Municipal Service Reviews and Mark anticipates such an MSR with us in the fall. No Action
- B. Financial Policies and Procedures: Motion by Director Campbell to approve Policy and Procedures Update, as recommended by Finance Committee with minor updates made during the meeting, second by Director Nybakken, approved 5-0. **(Resolution 21-03)**

Motion by Director Tittle to appoint Directors Campbell and Nybakken to have signature authority for check writing privileges, second by Director Campbell, approved 5-0.

IX. CLOSED SESSION:

Closed Session re: legal representation. Govt. Code section 54957. Opened Closed Session 5:50pm. No Action. Reopen Regular Meeting 6:22pm

- X. **CALENDAR LOOK-AHEAD:** Review annual calendar, identify upcoming tasks and deadlines, future agenda items. (All) No Action.

XI. ADJOURNMENT TO NEXT MEETING: 6:30pm

Next Meeting: March 8, 2021, 4:30 p.m., via online teleconference