



North Sonoma Coast Fire Protection District

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NSCFPD Board Meeting Action Summary

Monday, April 12, 2021, 4:30 p.m.

Pursuant to the Governor's Executive Orders N-25-20 and N-29-20, which suspend certain provisions of the Ralph M. Brown Act, and the directive of the Health Officer of the County of Sonoma to shelter in place due to the COVID-19 pandemic, the Board conducted this meeting entirely by teleconference.

- I. **CALL TO ORDER:** 4:32pm
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Directors Bell, Campbell, Gardener, Nybakken, (Director Tittle – away); Chief Plakos, CALFIRE Captain Miller
- IV. **AMENDMENTS TO AGENDA:** None
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS (4:33):** None
- VI. **CONSENT CALENDAR (4:35):** Motion to approve by Director Nybakken, 2nd by Director Campbell – Approved 4-0
 - A. Approve Expenses: February, 2020
 - B. Approve minutes from the March 8, 2021 board meeting.
- VII. **REPORTS (4:37)**
 - A. Chair: Chair Gardener reminded all that board members are eligible to take classes, webinars, etc. at low to no cost thru the various associations. Chair Gardener asked all to consider their comfort with in-person board meetings. Informally, all attested to being fully vaccinated and ready to resume in-person meetings.
 - B. Chief: Chief Plakos reported that two fire apparatus are offline into May due to routine service. Otherwise, as distributed.
 - C. Treasurer: Chief Plakos reported that the district had just received the last three reimbursements for up-staffing events of October, 2020. Finance Committee is interviewing three good candidates for bookkeeper. Otherwise, as distributed.
 - D. CAL FIRE: Captain Miller reported that dryer, hotter weather is in the long-range forecast. CAL Fire activity will ramp up very quickly for the season. CalFire's engine will be here 1st or 2nd week of June. Two hand crews will be available on our Unit and Wildland Training will take place in May and June. Multi-agency Training will start on Gualala Redwoods property, allowing training on slopes. Brush clearing "parties" are happening throughout the region and are a big help.
 - E. ERAF ad-hoc: Director Nybakken reported that our timely response to the appeal has been filed but no update is available for the timing going forward.
 - F. Consolidation ad-hoc: No report

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- G. Grants ad-hoc: No report
- H. VFA Liaison: Director Nybakken with VFA's Director Plakos report that the VFA budget and investments are holding well. There is discussion of acquiring additional water tanks with funds raised last year. NFS expansion continues to move forward with architects and discussion will include providing housing space. The annual Memorial Day Picnic is officially cancelled but VFA is planning an "open house" event for July 4th for the public to view fire engines and will not encourage a large gathering. July 4th celebrations in the region have been modified for safety – Pt. Arena has cancelled the parade and fireworks; Redwood Coast Fire District will have a BBQ but will provide drive-thru dinners instead of a picnic gathering.

VIII. **DISCUSSION/ACTION ITEMS**

- A. **Operational Goals:** reviewed priorities and goals prior to 2020/21 budget. Completely new is a stipend for volunteer firefighters for a committed period. Winter and overnight commitments receive a small stipend. Our district is working on a proposal. No Action.
 - B. **Board Workshop/Retreat:** Set for Thursday, May 13th at NFS. This will be an in-person meeting with Frank Bell facilitating.
 - C. **Lexipol:** Chief Plakos gave an overview to the Board of the effort to merge the current Policy & Procedures Manual with the Lexipol system. Lexipol is now loaded as a legally sound digital document, capturing our policies with state and federal requirements and "Best Practices". No Action.
 - D. **Development of Records Retention Policy:** Chair Gardener will review records policies to determine what needs to be memorialized as a "record", and what actions are necessary for implementation. The issue of Records Retention will likely require legal review. No Action.
 - E. **Bodega Bay FPD Situation:** No Action.
- IX. **CLOSED SESSION: Called to order at 6:13 pm., resumed Regular Session at 6:33 pm.**
Closed Session re: legal representation. Govt. Code section 54957. The Board recommended signing the professional services agreement making William Ross the District's general counsel.
- X. **CALENDAR LOOK-AHEAD:** No Action.
- XI. **ADJOURNMENT TO NEXT MEETING:** 6:38 pm.

Next Meeting: May 10, 2021, 4:30 p.m., via online teleconference