



# 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, May 10, 2021, 4:30 p.m.

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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.

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- I. **CALL TO ORDER:** 4:32 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Directors Bell, Campbell, Gardener, Nybakken, Tittle; Chief Plakos, Asst. Chief Aitchison, CALFIRE Captain Miller
- IV. **AMENDMENTS TO AGENDA:** None
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VI. **CONSENT CALENDAR:** Motion to approve by Director Tittle, 2<sup>nd</sup> by Director Campbell, Approved 5-0
  - A. Approve Expenses: March, 2020
  - B. Approve minutes from the April 12, 2021 board meeting.
- VII. **REPORTS**
  - A. Chair: Chair Gardener commented on the recently visible recovery of vegetation damaged by the Walbridge Fire of 2020. In the burn area along Skaggs Spring/Stewarts Point Road, the trees presumed dead are showing new growth and this brings hope and a recognition of nature's resiliency..
  - B. Chief: As distributed, noting also that two engines are still out for scheduled maintenance; shared a three-minute video of recent training with Henry 1.
  - C. Treasurer: As distributed, noting update that the Sonoma County Fire District Association will be addressing Measure G "2.0" at their next meeting and the next MAC meeting will hear from LAFCO Executive Director Mark Bramfitt about fire district consolidation.
  - D. CALFIRE: Planning and organizing additional fire training is underway. The recent training at Odiyan Retreat Center for residents and participants was especially useful and revealed that the facilities there are in good shape for fire season. Many "defensible space" training requests from community groups in the region. The first official Red Flag Warning was issued for the region in the first week of May. Captain Miller met with Dean Kackley, grant writer, and others to review a joint-effort critical infrastructure grant for Moonraker Tower.
  - E. ERAF ad-hoc: No report
  - F. Consolidation ad-hoc: No report

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G. Grants ad-hoc: Applied for a Rural Fire Capacity grant.

H. VFA Liaison: No report

### VIII. DISCUSSION/ACTION ITEMS

A. **Appointment of Board Member:** Motion to appoint a new board member without an election and within legal timeframe per District Policies & Procedures by Director Tittle, 2<sup>nd</sup> by Director Gardener, approved 5-0. **(Resolution 21-04)**. Motion to appoint candidate Tristan Colson to fill the unexpired 2-yr term of Linda Bell by Director Bell, 2<sup>nd</sup> by Director Tittle, approved 5-0. **(Resolution 21-05)**.

B. **Board Service Recognition:** Motion to approve resolution and award proclamation recognizing board service of Outgoing Director Linda Bell by Director Nybakken, 2<sup>nd</sup> by Director Campbell, Approved 5-0. **(Resolution 21-03)**

C. **Board Retreat Planning:** The annual board retreat will be held at the North Fire Station Thursday, May 13<sup>th</sup>, with Frank Bell facilitating. No Action.

D. **Records Retention:** Chief Plakos will review proposed schedule before sending the proposed policy and schedule to legal counsel for review. Tabled for vote until June meeting. No action.

E. **Preliminary Budget:** First review of preliminary budget for FY 2021-2022. No action.

F. **Financial Policy Update:** Motion by Director Nybakken to approve the Financial Policy update as distributed, 2<sup>nd</sup> by Director Tittle, approved 5-0. **(Resolution 21-06)**.

G. **Lexipol:** Motion to adopt Lexipol Policy document for the District by Director Campbell, 2<sup>nd</sup> by Director Tittle, approved 5-0. **(Resolution 21-07)**.

IX. **CLOSED SESSION:** Adjourned to Closed Session 6:34 p.m., resumed Regular Session 6:40 p.m. Closed Session re: personnel matters. Govt. Code section 54957. Position of Bookkeeper was duly advertised, with interviews and reference checks for candidates. Motion to hire Ms. Aimee Chudy as an independent contractor by Director Nybakken, 2<sup>nd</sup> by Director Tittle, approved 5-0.

X. **CALENDAR LOOK-AHEAD:** No Action

XI. **ADJOURNMENT TO NEXT MEETING**

Next Meeting: June 14, 2021, 4:30 p.m.