



# 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

Wednesday, July 21, 2021, 9:30 a.m.

Sea Ranch North Fire Station (39250 Highway One, The Sea Ranch, CA, 95497)

---

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, this meeting was held partially by teleconference.

---

- I. **CALL TO ORDER:** 9:33am
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Directors Campbell, Gardener, Nybakken, Tittle, Chief Plakos, CALFIRE Captain Miller, Absent – Director Colson
- IV. **AMENDMENTS TO AGENDA:** Remove records retention item
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VI. **CONSENT CALENDAR:** Motion to approve by Director Campbell, 2<sup>nd</sup> by Director Nybakken, approved 4-0
  - A. Approve Expenses: June 2021
  - B. Approve minutes from the June 14, 2021 board meeting with the following corrections (1) set \$360,000 as the dollar amount for apparatus acquisition (2) Remove “y” from Directory in item C.
- VII. **REPORTS**
  - A. Chair – no report
  - B. Chief – As distributed, noting that Engine 4471 rented for the Dixie fire, Crew training on bluff rescue and working with helicopter crew. Water tank project is proceeding with tanks set up at Horicon School and Annapolis station, new engine is having a sleeving frame placed per CalFire requirement
  - C. Treasurer – as distributed, noting that final property tax payment of \$80,000 was received, bringing the final property tax revenue to a 2.1% increase from prior year
  - D. CAL FIRE – Half of the engines are out of the area at fires in other communities/counties. The new helicopter is up and running, so at this time there are 2 helicopters available. District has not had any fires as of yet. Increased risk of lightning strikes on Sunday & Monday. Moonraker tower walk around will occur in August to mark what needs to be cleared. Auto extraction training to start in August/September so looking for donated vehicle. E4471 has been dry-hired to CAL FIRE. Effective 7/1/2021 Defensible Space inspection required when home is being sold – realtors are aware.
  - E. ERAF ad-hoc – no report

## NSCFPD Board Meeting Action Summary, July 21, 2021, Page 2

- F. Consolidation ad-hoc – no report
- G. Grants ad-hoc – no report
- H. VFA Liaison – Water tank program proceeding, bought one more water tank than expected, will most likely be placed in the county yard.

### VIII. **DISCUSSION/ACTION ITEMS**

- A. **Policy Manual:** Recommended Lexipol Policy updates discussed. (1) Policy 204 Physical Asset Management to be added to NSCFPD's Policy Manual - motion to approve by Director Campbell and 2<sup>nd</sup> by Director Gardener, approved 4-0 (**Resolution 21-13**). (2) Motion to not adopt Lexipol Policy 205 (Purchasing & Procurement) or Policy 204 (Petty Cash Management) by Director Campbell and 2<sup>nd</sup> by Director Tittle, approved 4-0.
- B. **Records Retention:** deferred as awaiting input from legal counsel
- C. **County Tax Measure:** As per attached report - New tax measure being targeted for Jun 2022. Chief Plakos & Director Gardener attended FSWG meeting on Monday 7/19. NSCFPD needs/requests submitted (1) increase CalFire staffing from 2 to 3 = \$300,000/year (2) Remodel of North station to be fully functional and add sleeping quarters = \$3Mil (3) Apparatus replacement.
- D. **Review and adoption of Board goals for 2021-22:** Individual goals discussed with decisions reached to be approved at next Board meeting. Agreed upon 7 Board Goals for the year.

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

X. **ADJOURNMENT TO NEXT MEETING:** Adjourned at 12:30 p.m.

Next Meeting: August 18, 2021, 9:30 a.m.