



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

Tuesday, January 17, 2023, 2:00 p.m.

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

Pursuant to California Assembly Bill 361, which suspends certain provisions of the Ralph M. Brown Act this meeting may also be attended by teleconference.

- I. **CALL TO ORDER** Meeting called to order at 2:02 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** In attendance: Directors Campbell, Colson, Gardener and Nybakken; Chief Plakos, CAL FIRE Engineer Diane Mibach, Legal Counsel Christie Crowl
- IV. **AMENDMENTS TO AGENDA** none
- V. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** none
- VI. **CONSENT CALENDAR:** Dir. Nybakken asked that the November Expenses be removed from the Consent Calendar. Dir. Gardener moved and Dir. Nybakken seconded acceptance of other items: Minutes from December 14 and 18, 2022 board meetings, and adopting resolution authorizing continuation of teleconference meetings as permitted by Assembly Bill 361 (Resolution #23-01). Approved 4-0.
Dir. Nybakken asked a question about items in the November 2022 expense report. Dir. Nybakken approved and Dir. Gardener seconded acceptance of the report. Approved 4-0.
- VII. **REPORTS**
 - A. Chair: First chair report for newly elected Dir. Campbell. Described Lynda Hopkins visit last week to our area for storm update.
 - B. Chief: As written, with additional notes: Storm was a lot of work for the department personnel, but we did not spend a lot of money. Some grants will be pursued, for equipment to assist during next storm. Department is discussing whether to lend out generators during future storms. Showed and discussed status of calls during first two weeks of January (many!), wind speeds reported from Oakridge weather station (88 mph max!), and photos of responses to calls during the storm.
 - C. Treasurer: As written, with additional comments: property tax payments received, but we have not yet paid CAL FIRE bills, so balance is high. Dir. Nybakken had questions about budget numbers, which will be referred to bookkeeper for clarification.
 - D. CAL FIRE: Schedule A currently staffed with 2 engineers and 2 captains, looking to fill one engineer position to replace someone who moved on. CAL FIRE is now in winter mode.
 - E. Regional Engagement ad-hoc: Meeting scheduled with Timber Cove for coming Friday 20 January at noon. Timber Cove is holding a special election for 2 new board members. We should

NSCFPD Board Meeting Action Summary, January 17, 2023, Page 2

ask them for feedback on the process of increasing their board size in case we want to do this in the future.

- F. VFA Liaison: VFA has not met since last board meeting. Has a meeting next Monday, topics to be discussed are: budget, investment options, Christmas tree sales. After newsletter was sent out, donations received are very good, around \$125K.

VIII. DISCUSSION/ACTION ITEMS

- A. New Legal Counsel: Christie Crawl from Jarvis-Faye introduced herself. Confirmed that all board communication to legal counsel should go through Chief Plakos. Questions to Ms. Crawl: Dir. Campbell asked her opinion of how well we are following board processes, and she said we are doing a good job. Chief Plakos wants to discuss with her how to correctly adopt the Fire Code (which we have to do every three years).
- B. Board Retreat Workshop & Goals: Dir. Campbell went through the five specific goal areas that are specified in the report. Will also be provided a document in the future with just the short list of goals. Some points covered: constituent communication; district staffing – committee of Dir. Gardener and Dir. Tittle will remain the same, admin assistant recruiting will start soon, Ms. Crawl to review the job description and budget authorization previously made by the board; deciding whether to change the role of District Treasurer is still to be determined; Financial Planning – Finance Committee to discuss parcel tax at next meeting; Intergovernmental relations – Dir. Gardener has made contact with South Coast Fire District board; expanding the board to 7 members will be discussed at next meeting.

IX. CALENDAR LOOK-AHEAD:

Dir. Campbell needs to do training; Ms. Crawl needs to submit Form 700; Next month is last meeting that AB361 applies. Ms. Crawl suggests putting permanent placeholder on agenda for AB2449 approval of remote board access.

X. ADJOURNMENT TO NEXT MEETING:

Meeting adjourned at 3:38 p.m.

Next Regular Meeting: Tuesday February 21, 2023 2:00 p.m.