



# 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, November 28, 2023, 2:00 p.m.

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

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- I. **CALL TO ORDER** Dir. Campbell, called meeting to order at 2:04 pm.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL** In attendance: Directors Tittle, Campbell, Gardener, Colson, Chief Plakos, CAL FIRE FAE Diane Mibach.
- IV. **REMOTE ATTENDANCE:** A motion was made to allow Dir. Nybakken to attend the meeting remotely for just cause under AB 2449 by Dir. Gardener, 2nd by Dir. Tittle, approved by vote 5-0
- V. **AMENDMENTS TO AGENDA** None
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:**
- VII. **CONSENT CALENDAR:** A motion was made to approve the consent calendar by Dir. Tittle, 2nd by Dir. Gardener, approved by vote 5-0
- VIII. **REPORTS**
  - A. Chair: None.
  - B. Chief: As written.
  - C. Treasurer: As written.
  - D. CAL FIRE Diane Mibach, FAE, reported on annual seasonal staff layoffs beginning December 11, 2023 when fire season is expected to end.
  - E. Staffing ad-hoc: Welcome new hire: Kathleen Spellacy, Administrative Assistant to Chief Plakos. No other report from the ad-hoc
  - F. VFA Liaison: Christmas tree sales going well; newsletter has been mailed; shed for the UTV is complete. NFS expansion plan proceeding slowly; expecting \$6K for scholarships. Planning for Memorial Day bbq has begun.
- IX. **DISCUSSION/ACTION ITEMS**
  - A. Audit for FY ending June 30, 2023: Motion was made to accept draft audit report by Dir. Gardener, 2nd by Dir. Tittle. Approved by 5-0.
  - B. Hiring Employees: The Employee Manual was reviewed and some changes were proposed. A motion was made to accept the Employee Manual as-is with the addition of changes discussed in the meeting by Dir. Gardener, 2nd by Dir. Tittle. Approved by vote 5-0. [Motion 23-16]

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- C. Insurance: Discuss current insurance coverage, with motion to direct Finance Committee to investigate insurance options for the future. Motion for Finance Committee to investigate by Dir. Gardener, 2<sup>nd</sup> by Dir. Tittle, approved by vote 5-0.
- D. Sales Tax Initiative Status: The current status of the sales tax initiative was reviewed; no significant changes.
- E. Sales Tax Initiative: The Board of Directors considered approving Resolution supporting: "THE IMPROVED AND ENHANCED LOCAL FIRE PROTECTION, PARAMEDIC SERVICES AND DISASTER RESPONSE INITIATIVE", Measure [X] on the March 5, 2024 Sonoma County ballot. Motion was made to approve by Dir. Gardener, 2<sup>nd</sup> by Dir. Tittle, approved by vote 5-0. [Resolution 23-15].
- X. **CALENDAR LOOK-AHEAD:**  
Motion to cancel December Board meeting by Dir. Colson, 2<sup>nd</sup> by Dir. Gardener, approved by 5-0 vote.
- XI. **ADJOURNMENT TO NEXT MEETING:**  
Next Scheduled Regular Meeting, January 16, 2024 2:00 p.m.