



# North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<https://nscfpd.org> - (707) 639-0961

## NSCFPD Board Action Summary

Wednesday, February 18, 2026, at 9:30 a.m.

Sea Ranch North Fire Station (39250 South Highway 1, The Sea Ranch)

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- I. **CALL TO ORDER:** The meeting was called to order at 9:30 a.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Chair Nybakken, Vice -Chair Coley, Secretary Colson, Director Gardener, Chief Breier, Assistant Chief Plakos, Cal Fire Captain Martinson. Treasurer Bode not present (excused absence),
- IV. **REMOTE ATTENDANCE:** None
- V. **AMENDMENTS TO AGENDA:** No changes
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VII. **CONSENT CALENDAR:** . Director Gardener moved to accept and approve Consent Calendar seconded by Vice Chair-Coley, subject to correction of minutes on remote location for Vice-Chair Coley on 1/21/26 meeting. Approved by a vote of 4-0 by Chair Nybakken-Aye, Vice- Chair Coley-Aye, Secretary Colson-Aye, Director Gardener- Aye,
- VIII. **FIRE SERVICES REPORTS**
  - A. Chief: As presented in Board packet. Uniform distribution has been completed.
  - B. CAL FIRE: Captain Keith Martinson reported that the new hiring for schedule B has begun in the Region. Assisting with burn piles on TSR. Staffing to match need for Schedule A and Schedule B adjustments. Training has begun on new extrication equipment.
- IX. **DISCUSSION/ACTION ITEMS**
  - A. NFS Expansion: Fieldman/Rolapp and I-Bank meeting review submission of application and approve resolution – DA Doss updated the NSCFPD Board on the current process of applying for a loan through the IBank. A resolution sought by the IBank from the NSCFPD Board authorizing the submission of an application to the IBank for financing a capital improvement project, authorizing the incurring of an obligation payable to the IBank for the financing of a capital improvement project if IBank approves said application, declaration of official intent to reimburse certain expenditures from the proceeds of an obligation and approving certain other matters in connection therein: Motion to approve the Resolution made by Director Gardener and seconded by Vice-Chair Coley.. After review, the NSCFPD Board would like to have some wording clarified and the document reviewed by JarvisFay. Motion tabled for this meeting. Approval pathway to include the Finance Committee and then to the Board. Possible need for a special meeting of the NSCFPD Board, otherwise bring to the next meeting of the NSCFPD Board on March 18, 2026.

## **NSCFPD Board Meeting Minutes, February 18, 2026**

- B. Staffing: Administrative Manager: Presentation by DA Doss regarding change of title for the Administrative Assistant to Administrative Manager. Recommend a new five step salary range from \$39.00-\$45.21 per hour effective March 1, 2026. Position to be Full-time at 32 hours per week. . Motion was made by Secretary Colson to approve changes for job title and compensation, seconded by Vice Chair-Coley. Approved by a vote of 4-0 by Chair Nybakken-Aye, Vice-Chair Coley-Aye, Secretary Colson-Aye, Director Gardener-Aye.  
**Motion 26-04** . Consolidation of job description to follow.
- C. 2026 Board Elections: Conversation about 4 open Board seats - Candidate filing period is 7/13/2026 through 8/7/2026. Director Gardener stated her intent to not renew her board seat in December 2026.
- D. Operational Goals 2026: Reviewed and discussed operational goals for 2026.

### **X. ADMINISTRATIVE REPORTS**

- A. Chair: Letter to Supervisor Hopkins, copy will be sent to all board members. Upcoming Fiscal Training Requirement SB827 was discussed with options for taking course. Coast Ridge Community Broomapulloza Forest Workshop vegetation.
- B. Treasurer: As written, Asst Chief Plakos gave an update regarding CAL FIRE invoice corrections.
- C. VFA Liaison: No meeting held since last board meeting. Next meeting March 9, 2026
- D. District Administrator: As written, with updates: Purchasing and Procurement Policy has been reviewed by legal counsel, sub-committee of the Finance committee and will go to the Finance Committee for review. Vegetation Management project is moving along and may be ready for Board review on March 18<sup>th</sup>.
- E. Facilities Ad Hoc: As written, with update: Questions regarding CEQA exemption for the NFS project. DA Doss working with Project Team to determine actual status.
- F. Regional Engagement Ad Hoc: No meeting held since last board meeting. Next meeting February 23, 2026.
- G. Staffing Ad Hoc: Meeting of staffing Ad Hoc was held on March 17, 2026. Beginning the review of DA Doss contract and review of DA Job Description.

**XI. REVIEW OF FUTURE ITEMS:** Review annual calendar was discussed with suggestion to move Board Retreat Discussion to August of 2026 -. Suggestions for future agenda items: I-bank Pre-application & Resolution, Agenda Format 3 month review, 26-27 Budget preparation, Purchasing & Procurement –Secretary Colson will be attending remotely for March meeting.

**XII. GOOD OF THE ORDER:** Member Gardener recommended a book by Jacob Soboroff, entitled “Firestorm”, which describes the events after the LA Palisades Fire.

**XIII. ADJOURNMENT TO NEXT MEETING:** Meeting adjourned at 12:15 p.m. - Next scheduled regular meeting: March 18, 2026, 9:30 a.m.- North Fire Station