

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,
CALIFORNIA 95422
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Board of Directors Special Meeting

November 04, 2021

Located at Lake County Volunteer Firefighter's Assn building
14815 Olympic Drive
Clearlake, CA 95422

Chairperson Snyder called the meeting to order at 1600 hours.

Directors present: Director Ballard, Director Dean, Director Loustalot (via GoToMeeting 1619), Director Moore, Director Watson (via GoToMeeting 1620), Chairperson Snyder.

Employees present: Fire Chief Sapeta, Financial Analyst Rivas, Finance Assistant Franklin, Engineer Swan, Firefighter Intern Negrete, Firefighter Fujikawa, Fire Captain Pindell.

Others present: Chaplain Graveson.

Pledge of Allegiance

A moment of silence for our brother and sister fallen firefighters.

Special Agenda Items:

- Citizen's input – None.

Consent Items:

- Director Dean made a motion to approve the minutes from the September 22, 2021 regular meeting. Director Ballard seconded the motion.
Motion passed.
Ayes: 4
Noes: 0
Absent: 3
- Director Moore made a motion to approve the warrant register and pay the bills for September 2021. Director Dean seconded the motion.
Motion passed.
Ayes: 4
Noes: 0
Absent: 3

Chief's Report:

- Fire Chief Sapeta provided an update on recent calls for service. Calls have been increasing in quantity but decreasing in complexity. There was a call for Kingfisher Mobile Home Park for a fully involved mobile home with occupants inside the structure.
- Fire Chief Sapeta reported that the Cache Creek Fire cleanup has been coming along. The hazardous materials cleanup was first and now the focus is on the long-term household cleanup.
- Fire Chief Sapeta provided an update on the current fire activity and Local-State-Federal Draw Down on resources, which have tapered down.

- Fire Chief Sapeta provided an update on COVID-19. The Coronavirus Prevention Plan has been going smoothly.
- Fire Chief Sapeta reported that the Fire Chiefs facilitated a Winter Preparedness Workshop. About 8 to 10 people attended in person and half a dozen via Zoom. Some of the County's resources have made mutual aid agreements in case they are needed during flood activity.
- Fire Chief Sapeta reported that the Fire Chiefs did the final review of their Resource Draw Down. The Fire Chiefs have had to activate their Draw Down a few times. There has been increased activity in the Highway 20 area.
- Fire Chief Sapeta provided an update on the Risk Reduction Authority (RRA). Fire Chief Ciancio chose to move forward. A request from the cannabis funds in the amount of \$460,000 was made to purchase equipment. This would be for a type 2 fire crew for fuel reduction and fire line operations.
- Fire Chief Sapeta provided an update on the current recruiting status. The District had an employee that took a position in another department. They just offered a job to another candidate and had an employee start on November 3rd.
- Fire Chief Sapeta reported that during the PG&E PSPS events, the City of Clearlake has been spared for every one of them this year.
- Engineer Swan provided a review on Firefighter Intern Negrete's internship. Firefighter Intern Negrete worked 6 months full time with Engineer Swan at Station 65.

Fire Marshal's Report:

- Chairperson Snyder read the Fire Marshal's report in its entirety.

Chaplain's Report:

- Chaplain Graveson reported that his wife started repainting Mike Mattioda's grave.
- Chaplain Graveson reported that he had the honor of serving as Master of Ceremonies for the First Responder Memorial in Lakeport.
- Chaplain Graveson reported that he and Bear were at the Trunk or Treat. There were between 1,500 to 2,000 people at the event.

Volunteer Association Input and Comments:

- None.

Employee Input and Comments:

- None.

Communications:

- None

AD HOC Committee Reports:

- None.

Special Agenda Items:

- Director Moore made a motion to consider and adopt Resolution 21-1101 Approving the Prop 4 Compliance for Fiscal Year 2020-2021.
Director Ballard seconded the motion.
Motion passed by roll call vote.
Ayes: Ballard, Dean, Loustalot, Moore, Watson, Snyder
Noes: None
Absent: Fults
Abstain: None
- Director Dean made a motion to consider and adopt Resolution 21-1102 to Appropriate Reserves/Designations for the Ground Emergency Medical Transport Quality Assurance Fees in the amount of \$42,008.
Director Moore seconded the motion.
Motion passed by roll call vote.
Ayes: Ballard, Dean, Loustalot, Moore, Watson, Snyder
Noes: None
Absent: Fults
Abstain: None
- Director Dean made a motion to consider and adopt Resolution 21-1103 to Appropriate Reserves/Designations for Station 70 Roof Replacement Incidentals in the amount of \$14,605.
Director Ballard seconded the motion.
Motion passed by roll call vote.
Ayes: Ballard, Dean, Loustalot, Moore, Watson, Snyder
Noes: None
Absent: Fults
Abstain: None
- Director Ballard made a motion to consider and approve the Intergovernmental Agreement Regarding Transfer of Public Funds Contract #21-10220 in the estimated amount of \$447,383 for the service period of January 1 - December 31, 2021 and authorize the Board Chairperson to sign.
Chairperson Snyder seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Director Watson made a motion to consider and approve the surplus of H7011 HazMat unit.
Director Moore seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Director Loustalot made a motion to consider and approve the surplus and/or destruction of (30) SCBAs.
Chairperson Snyder seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1

Old Business:

- The Board reviewed revisions for the Board of Directors Policy and Procedure Manual and would like to remove the livescan requirement. Staff will make final changes and The Policy and Procedure Manual will be brought back in November's regular meeting for adoption.

- Finance Assistant Franklin reported on what was done for former Director Meisenbach as a token of appreciation and the Board would like to do similar for former Director Spriet.

New Business:

- None.

Closed Session:

- The Board convened into closed session at 1633 hours.
- The Board reconvened from closed session at 1646 hours.
- As per Government Code Sec. 54957.6, the Board of Directors met in closed session for Conference regarding labor negotiations for consultation with Chief Sapeta and Financial Analyst Rivas. No action was taken.

Good of the Order:

- None.

Adjournment:

- The regular meeting of the Board of Directors adjourned at 1649 hours.

Attest:



Miasha Rivas, Clerk of the Board