

LAKE COUNTY FIRE PROTECTION DISTRICT

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

August 25, 2021

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

Chairperson Snyder called the meeting to order at 1730 hours.

Directors present: Director Ballard, Director Dean, Director Loustalot, Director Moore, Director Watson,
Chairperson Snyder.

Employees present: Fire Chief Sapeta, Finance Assistant Franklin.

Others present: None.

Pledge of Allegiance

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

Special Agenda Items:

- Citizen's input – None.

Consent Items:

- Director Watson made a motion to approve the minutes from the July 28, 2021 regular meeting.
Director Loustalot seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Director Loustalot made a motion to approve the minutes from the August 19, 2021 emergency meeting.
Director Watson seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Chairperson Snyder made a motion to amend the warrant register and pay the bills for July 2021 with the exception of check number 18521 payable to Kevin Ness.
Director Watson seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1

Chief's Report:

- Fire Chief Sapeta thanked Chairperson Snyder for her participation with the Cache Fire. She stepped in and handled the media coverage, as well as, arranging the meal pickups.
- Fire Chief Sapeta reported that the Cache Fire was the first in history of that magnitude and is all local responsibility. It is a learning experience because they haven't had a fire within the Local Responsibility Area (LRA) with so much damage. The District will incur most of the expenditures. The Cache Fire had an extreme rate of spread with long range spotting. The property loss was about 181 structures, but there were no fatalities. There was a very heroic effort by P715, Fire Marshal Smith. They rescued quite a few citizens including a significant burn victim. Fire Chief Sapeta reported that if there is going to be an evacuation of critical infrastructure, like schools or hospitals, it needs to be validated. The evacuation of the schools took a little over 30 minutes. The schools did a good job, and the complications came from parents that were trying to get to the school after looking on social media which caused traffic jams for the buses. Fire Chief Sapeta reported that repopulation was done by District staff.
- Fire Chief Sapeta reported that Lower Lake's water distribution system that was lost in the fire. Konocti Water District is setting up a temporary system which would restore their potable water to their facilities.
- Fire Chief Sapeta reported that the Draw Down Policy was approved. There are 4 steps to the program; life, moderate, significant, and critical. They had just adopted it and then had to initiate it in the Cache Fire. It worked well.
- Fire Chief Sapeta provided an update on COVID-19. The District is still maintaining the original COVID Prevention Plan. There has been a tremendous number of rapid tests done for multiple agencies with a spike in positives noted.
- Fire Chief Sapeta reported that the new Engine 7021 is still in the works and should be going into service soon. The Chief's unit is still a couple months out due to supplies.
- Fire Chief Sapeta provided an update on the current recruiting status. The District is fully staffed. Jafet Negrete, who is a Santa Rosa JC Firefighter graduate has been working with Firefighter Swan as an intern.
- Fire Chief Sapeta reported that Clearlake was spared by the PSPS event, which occurred during the fire activity.
- Fire Chief Sapeta provided an update on the IFT/Priority One program. He has sent off the 10th and final revision to both hospitals and Public Health.
- Fire Chief Sapeta reported that the Goat Mountain project has come to a halt due to fire season. They will be moving it to the Sheriff's Office temporarily.
- Fire Chief Sapeta reported that Highlands Water will be putting a raw water hydrant somewhere around Mullen Ave.
- Director Moore would like to commend Chief Sapeta on the job he has done.

Fire Marshal's Report:

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

Chaplain's Report:

- None.

Volunteer Association Input and Comments:

- None.

Employee Input and Comments:

- None.

Communications:

- Director Watson would like to waive the reading of the First Baptist Church of Clearlake letter of appreciation. Chairperson Snyder mentioned that they invited everyone to a chili cookoff on November 6th and shared the plaque. Director Watson mentioned sending them a thank you card.
- Chairperson Snyder reported that the communication from Smith & Newell to those charged with governance during planning for the 2020/2021 external audit was reviewed.
- Chairperson Snyder reported that the communication regarding the engagement letter for the FY 2020/2021 external audit was reviewed.

AD HOC Committee Reports:

- Staff Turnover Analysis – Director Loustalot has nothing to report.
- 2021/2022 Budget Committee – Director Watson reported that the budget committee met, and they have a budget that will be voted on. Director Watson would like to thank Fire Chief Sapeta and Financial Analyst Rivas for their amazing job.

Regular Agenda Items:

- Director Watson made a motion to consider and adopt the 2021/2022 Adopted Budget.
Director Moore seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Chairperson Snyder made a motion to consider and approve to waive the formal bidding process, pursuant to the Lake County Fire Protection District Lexipol Policy 214.6, as it is not in the public interest due to the unique nature of goods or service; and approve the purchase of 3 gurney MTS Power Loads in the amount of \$64,745.70.
Director Watson seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Director Watson made a motion to consider and approve to waive the formal bidding process, pursuant to the Lake County Fire Protection District Lexipol Policy 214.6, as it is not in the public interest due to the unique nature of goods or service; and approve the purchase of 1 LP-15 Heart Monitor in the amount of \$36,093.23.
Director Loustalot seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Chairperson Snyder made a motion to table until September's meeting to consider and approve Bid 21/22 to Bridges Construction for the Station 70 roof replacement in the amount of \$162,200.76 and

authorize the Fire Chief to approve change orders not to exceed \$15,000 in combined total for unforeseen repairs once the original roofing is removed. Clarification on the date is needed.
Director Watson seconded the motion.

Motion passed.

Ayes: 6

Noes: 0

Absent: 1

- Chairperson Snyder made a motion to Direct staff and table until September's meeting to consider and approve amendments to the Lake County Board of Directors Policy and Procedures Manual.

Director Moore seconded the motion.

Motion passed.

Ayes: 6

Noes: 0

Absent: 1

Old Business:

- None.

New Business:

- Director Watson mentioned that the District should have a PIO position, possibly as a volunteer basis. Fire Chief Sapeta favored looking at EMT Lancaster. Some training classes would be needed but with COVID it is unclear on the availability.

Good of the Order:

- Chairperson Snyder would like to thank Director Dean for his involvement during the Cache Fire. Foods Etc. and Northshore Fire did an amazing job. Foods Etc. made almost 200 sandwiches and Northshore had a support team of volunteers that handed food out and made sure everyone was fed.
- Director Moore mentioned the issues with Zonehaven, and Chairperson Snyder replied that there is a need for education. The big issues are that not everyone goes on social media and many people don't know their zone. Fire Chief Sapeta mentioned that it is a new program and with that came problems of the site not working fully and not being able to differentiate which part of the zones were mandatory or just a warning.
- Fire Chief Sapeta mentioned that the Microwave link was put into place.
- Director Watson thanked Chairperson Snyder, Fire Chief Sapeta, and all the crews for all of their hard work.
- Director Watson would like to do a proclamation to surprise and delight Dennis at Foods Etc.
- Director Watson inquired about the Volunteer's Association raffle tickets for the generator.
- Director Moore inquired about a retirement plaque for John Spriet for the time he spent on the Board. Director Watson pointed out that he resigned. The Board would like to put it on the agenda.

Adjournment:

- The regular meeting of the Board of Directors adjourned at 1830 hours.

Attest:


Tiffany Franklin, Assistant Clerk of the Board