

LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,
CALIFORNIA 95422
707-994-2170 PHONE 707-994-4861 FAX

Board of Directors Regular Meeting

May 25, 2022

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

Director Watson called the meeting to order at 1604 hours.

Directors present: Director Ballard, Director Dean, Director Fults, Director Moore, Director Watson, Chairperson Snyder (Via GoToMeeting 1616-1756).

Employees present: Fire Chief Sapeta, Financial Analyst Rivas, Finance Assistant Franklin, Firefighter Sarris, Engineer Shields, Captain Hill, EMT Lancaster, Firefighter Isom, Firefighter Handa, Firefighter Fujikawa, L.T. EMT Lyndall.

Others present: Dmitry Semenov of Ridgeline, Rick Brandis of Oppenheimer.

Pledge of Allegiance

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

Special Agenda Items:

- Citizen's input – None.

Consent Items:

- Director Moore made a motion to approve the minutes from the April 27, 2022 regular meeting. Director Ballard seconded the motion.
Motion passed.
Ayes: 5
Noes: 0
Absent: 2
- Director Ballard made a motion to approve the warrant register and pay the bills for April 2022. Director Dean seconded the motion.
Motion passed.
Ayes: 5
Noes: 0
Absent: 2

Chief's Report:

- Fire Chief Sapeta provided an update on recent calls for service. There has been an increase on calls for structure fires.
- Fire Chief Sapeta provided an update on this year's fire season forecast. Multiple counties around us have had fires recently. The District faces a difficult fire season with more red flag conditions and wind events than in previous years.

- Fire Chief Sapeta provided an update on the LCFCA meeting. A topic of discussion was about how to handle the response matrix with all of the Districts being short staffed. Another topic of discussion was the burning along Dam Rd and the potential for a prescribed burn behind Konocti Education Center.
- Fire Chief Sapeta provided an update on the RRA-JPA Projects. Fire Chief Ciancio is moving forward with his fuels crew. He has about 10 candidates moving forward with physicals and backgrounds. They will be responding to all wildfires, not as an initial attack but assisting with mop up and overhaul.
- Fire Chief Sapeta provided an update on COVID-19, which has been winding down.

Fire Marshal's Report:

- Fire Chief Sapeta reported that in the agenda they will address some contracts with Kelseyville Fire and H&S Associates for the District's plan checks and larger commercial projects.
- Fire Chief Sapeta reported that the District currently has 4 large projects. If the contracts are approved, H&S Associates will be working on those.

Chaplain's Report:

- None.

Volunteer Association Input and Comments:

- None.

Employee Input and Comments:

- None.

Communications:

- None.

AD HOC Committee Reports:

- 2022/2023 Budget Committee – Director Watson met with the District and everything looks good besides a couple of minor description changes.

Regular Agenda Items:

- Director Watson swore in Firefighter Paramedic Jenny Handa.
- Director Watson made a motion to consider and approve the job description for Fire Marshal-Firefighter Paramedic.
Director Ballard seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1
- Director Watson made a motion to consider and approve the job description for Fire Marshal-Apparatus Engineer Paramedic.
Director Ballard seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 1

- Director Watson made a motion to consider and approve the job description for Fire Marshal-Captain Paramedic.
 Director Dean seconded the motion.
 Motion passed.
 Ayes: 6
 Noes: 0
 Absent: 1
- Director Watson made a motion to consider and approve the Fire Prevention Services Agreement with Kelseyville Fire Protection District for residential plan reviews and inspections in the amount of actual wages and expenses and authorize the Fire Chief to sign.
 Director Dean seconded the motion.
 Motion passed.
 Ayes: 6
 Noes: 0
 Absent: 1
- Director Watson made a motion to consider and approve the Professional Services Contract with H and S Associates for commercial plan reviews and inspections in the amount of \$175/hr plus expenses and authorize the Fire Chief to sign.
 Director Ballard seconded the motion.
 Motion passed.
 Ayes: 6
 Noes: 0
 Absent: 1
- Director Watson made a motion to consider and approve the Automatic/Mutual Aid Agreement between the Lake, Colusa and Mendocino County fire agencies and authorize the Fire Chief to sign.
 Director Moore seconded the motion.
 Motion passed.
 Ayes: 6
 Noes: 0
 Absent: 1
- Director Watson made a motion to consider and adopt Resolution No. 22-0501 Establishing the Fiscal Year 2022/2023 Appropriations Limit of \$2,708,934.
 Director Dean seconded the motion.
 Motion passed by roll call vote.
 Ayes: Ballard, Dean, Fults, Moore, Watson, Snyder
 Noes: None
 Absent: Loustalot
 Abstain: None
- Director Watson made a motion to consider and adopt Resolution No. 22-0502 Authorizing Overtime and Portal to Portal Pay.
 Director Ballard seconded the motion.
 Motion passed by roll call vote.
 Ayes: Ballard, Dean, Fults, Moore, Watson, Snyder
 Noes: None
 Absent: Loustalot
 Abstain: None
- Director Watson made a motion to consider and adopt Resolution No. 22-0503 Amending the Master Fee Schedule Ordinance No. 2019-1201.
 Director Fults seconded the motion.
 Motion passed by roll call vote.
 Ayes: Ballard, Dean, Fults, Moore, Watson, Snyder
 Noes: None
 Absent: Loustalot
 Abstain: None

- Director Watson made a motion to consider and adopt Resolution No. 22-0504 Appropriating Reserves/Designations for the Ground Emergency Transport Services Quality Assurance Fees in the amount of \$46,721 for 3rd and 4th quarter 2021.
 Director Dean seconded the motion.
 Motion passed by roll call vote.
 Ayes: Ballard, Dean, Fults, Moore, Watson, Snyder
 Noes: None
 Absent: Loustalot
 Abstain: None
- Director Watson made a motion to consider and adopt Resolution No. 22-0505 Adopting Memorandum of Understanding By and Between the Lake County Fire Safety Employees, Local 4115 International Association of Firefighters, and the Lake County Fire Protection District for July 1, 2022 Through June 30, 2027.
 Director Ballard seconded the motion.
 Motion passed by roll call vote.
 Ayes: Ballard, Dean, Fults, Moore, Watson, Snyder
 Noes: None
 Absent: Loustalot
 Abstain: None
- Director Watson made a motion to consider and adopt the Lake County Fire Protection District 2022/2023 Recommended Budget.
 Director Moore seconded the motion.
 Motion passed.
 Ayes: 6
 Noes: 0
 Absent: 1
- Dmitry of Ridgeline Municipal Strategies and Rick Brandis of Oppenheimer gave a presentation to the Board regarding refunding the CalPERS Unfunded Actuarial Liability.
- Director Watson made a motion to consider and adopt the Lexipol Policy 217 Pension Liability Management Policy.
 Director Moore seconded the motion.
 Motion passed.
 Ayes: 6
 Noes: 0
 Absent: 1
- Director Watson made a motion to consider and adopt Resolution No. 22-0506 Directing Staff to Proceed with Planning for the Issuance of Certain Obligations to Refinance the District's Unfunded Actuarial Liability with CalPERS and Appointing a Financing Team in Connection Therewith.
 Director Moore seconded the motion.
 Motion passed by roll call vote.
 Ayes: Ballard, Dean, Fults, Moore, Watson,
 Noes: None
 Absent: Loustalot, Snyder
 Abstain: None

Old Business:

- Director Moore made a motion to table reviewing the Lake County Fire Protection District Board of Directors By-Laws for potential revisions until June's meeting.
 Director Moore seconded the motion.
 Motion Passed.
 Ayes: 5
 Noes: 0
 Absent: 2

New Business:

- None.

Good of the Order:

- None.

Adjournment:

- The regular meeting of the Board of Directors adjourned at 1816 hours.

Attest:



Miasha Rivas, Clerk of the Board

