

# LAKE COUNTY FIRE PROTECTION DISTRICT

## NOTICE OF A BOARD OF DIRECTORS REGULAR MEETING

NOTICE IS HEREBY GIVEN, pursuant to California Government Code Section 54956, that the Chairperson of the Lake County Fire Protection District Board of Directors, State of California, has called a regular meeting of said Board of Directors to be held on

Wednesday, February 26, 2020 at 1600  
Located at Lake County Fire Protection District Station 70  
14815 Olympic Drive  
Clearlake, CA 95422

**This regular meeting is for the purpose of discussing and considering the following items:**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **A MOMENT OF SILENCE FOR OUR BROTHER AND SISTER FALLEN FIREFIGHTERS**
4. **ROLL CALL** (✓-present, A-absent)
  - \_\_\_\_\_ Director Dean
  - \_\_\_\_\_ Director Fults
  - \_\_\_\_\_ Director Meisenbach
  - \_\_\_\_\_ Director Moore
  - \_\_\_\_\_ Director Snyder
  - \_\_\_\_\_ Director Spriet
  - \_\_\_\_\_ Chairperson Watson
5. **SPECIAL AGENDA ITEMS: CITIZEN'S INPUT – A fundamental element of democracy is the right of citizens to address their elected representatives, therefore any citizen may speak on items of interest to the public that are within the subject matter jurisdiction, provided that no action shall be taken on any item not on the agenda. Comments shall be limited to three minutes per person.**
6. **CONSENT ITEMS: Consent items are considered to be non-controversial and will be acted upon at one time without discussion. Any member of the Board or public may pull any consent item for discussion and separate action.**
  - (a) Approval of the minutes from the January 22, 2020 regular meeting
  - (b) Warrant register & payment of the bills for January 2020
7. **CHIEF'S REPORT**
8. **LAKE COUNTY VOLUNTEER ASSOCIATION INPUT & COMMENTS**
9. **EMPLOYEE INPUT AND COMMENTS**
10. **COMMUNICATIONS**

**11. AD HOC COMMITTEE REPORTS:**

- (a) Station 70 CIP
- (b) Station 65 Remodel
- (c) 2019/2020 MOU Negotiations
- (d) Lexipol Policy Manual
- (e) ECC Dispatch
- (f) 2019/2020 Fleet Replacement

**12. REGULAR AGENDA ITEMS:**

- (a) Consider and adopt Lexipol Policy 1046 Grievance Procedure and Policy 1047 Personnel Complaints & Discipline
- (b) Consider and adopt Resolution 20-0201 Canceling Reserves for Participation in the State Intergovernmental Transfer Program in the amount of \$493,965
- (c) Consider and adopt Resolution 20-0202 Adopting the City of Clearlake Local Hazard Mitigation Plan
- (d) Consider and adopt Resolution 20-0203 Appropriating Reserves/Designations for the Ground Emergency Medical Transport Quality Assurance Fees in the amount of \$16,476
- (e) Consider and adopt Resolution 20-0204 Adjusting Ordinance 2016-1001 Cost Per Benefit Unit for FY 2020/21 from \$4.17/benefit unit to \$4.27/benefit unit
- (f) Consider and adopt the revised salary schedule for Fire Captain/EMS Liaison and authorize the Fire Chief to begin recruitment.
- (g) Consider and adopt the revised salary schedule for Fire Apparatus Engineer/Fire Marshal and authorize the Fire Chief to begin recruitment.

**13. OLD BUSINESS:**

**14. NEW BUSINESS:**

**15. CLOSED SESSION:**

- (a) As per Government Code Sec. 54957, the Board of Directors will meet in closed session for Public Employee Release.
- (b) As per Government Code Sec. 54957.6, the Board of Directors will meet in closed session to Conference with Labor Negotiators from the 2019/20 MOU Negotiations ad hoc committee regarding current negotiations with Lake County Fire Safety Employees, Local 4115.

**16. GOOD OF THE ORDER:**

- (a) Oath of Office – Raymond Schulze

**17. ADJOURNMENT:**

**POSTED BY:** \_\_\_\_\_  
Miasha Rivas, Clerk of the Board

\*Any materials required by law to be made available to the public prior to a meeting of the Board of Directors of Lake County Fire Protection District can be inspected at the following address during normal business hours: 14815 Olympic Drive, Clearlake, CA 95422

\*If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the Clerk to the Board, Miasha Rivas at (707) 994-2170

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

## Board of Directors Regular Meeting

January 22, 2020  
14815 Olympic Drive  
Clearlake, CA 95422  
1600 Hours

Chairperson Watson called the meeting to order at 1600 hours.

Directors present: Director Fults, Director Meisenbach, Director Moore, Director Snyder, and Director Spriet.

Employees present: Chief Sapeta, Financial Analyst Rivas, Finance Assistant Nutting, Engineer Hill, Engineer Shields, Firefighter Vinyard, Firefighter Isom, Firefighter Fujikawa, Firefighter Schulze, and Chaplin Graveson.

Others present: Kelseyville Fire Chief Huggins, Member at Large Rafael Rodriguez, and Natasha Sokoloski.

### **Pledge of Allegiance**

### **A moment of silence for our brother and sister fallen firefighters**

### **Special Agenda Items:**

- Citizen's input – None

### **Consent Items:**

- Director Fults made a motion to approve the minutes from the December 18, 2019 regular meeting. Director Moore seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Director Moore made a motion to approve the warrant register and pay the bills for December 2019. Director Meisenbach seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1

### **Chief's Report:**

- Associate Member Engineer Hill reported that there are no new volunteers to report.
- Chief Sapeta provided an update on the IFT-Priority One program.
- Chief Sapeta reported on recent calls for hazardous materials, including the incident on 40<sup>th</sup> Ave and a multi-casualty incident-gunshot wound within the LCFPD.

- Chief Sapeta reported that the LCFCA is moving forward with a Homeland Security grant for an all agency repeater vault located on Goat Mountain.
- Chief Sapeta reported that there are quite a few cannabis/hemp projects within the District. There are also several cannabis/hemp sites between Jerusalem Grade and Noble Ranch Road that fall within multiple Fire Districts.
- Chief Sapeta reported that they assisted with a control burn located at 7255 and 7275 Old Hwy 53. This was a combined effort with Code Enforcement and Lake County Air Quality Management. The burn took just under 48hrs to complete, with few complaints about falling ash.
- Chief Sapeta reported that the contract with Vertical Bridge for the cell tower is still being reviewed. He is waiting for a draft contract from our legal office.
- Chief Sapeta reported that LCFPD will be able to buy 2 generators with the \$12,000 donation from the Wine Alliance, one for Station 65 apparatus bay and another for Station 65 office. The Brick Hall is not included.
- Chief Sapeta reported that the 2 40-hour positions created through the re-organization, Captain/EMS Liaison and Engineer/Fire Marshal, were posted recently. An EMT and EMT/Paramedic positions have also been posted.
- Chief Sapeta reported that he continues to work with North Coast EMS to reach out to Sierra-Sac Valley EMS for ambulance mutual aid with regard to the EMS issues in Colusa county. Currently, Northshore and LCFPD provide auto-mutual aid along the Hwy 20 corridor all the way to Walnut Dr. Kelseyville Fire, SLCFPD, and Lakeport Fire will backfill as necessary.
- Chief Sapeta reported that the active shooter drill went well at Adventist Health Clearlake on 1/07/2020. An after-action meeting for follow-up will take place on Friday.
- Chief Sapeta reported that the Lower Lake High School and Lower Lake Elementary School alarms and maps have been updated. However, a final has not yet been received from Stephanie Apodaca, KUSD Maintenance and Operations. The next step is to verify fire alarm systems and campus map accuracy with the rest of the schools in the District. Chief Ciancio will follow-up with Eastlake, which is KUSD within his Fire District.
- Chief Sapeta reported that an update on Station 65 roof storm damage was not given due to it being addressed later in as agenda item.
- Chief Sapeta reported that the manager for Clearlake Marina and Cottages, who offer watercraft rental, have requested additional moorings for up to 2 45ft houseboats. The idea was presented at a meeting on 1/14/2020. Representatives from Environmental Health, City of Clearlake, County of Lake and LCFPD were present at the meeting.

**Volunteer Association Input and Comments:**

- None

**Employee Input and Comments:**

- None

**Communications:**

- None

**AD HOC Committee Reports:**

- Station 70 CIP – None

- Station 65 Remodel – Chief Sapeta reported that the pergola has been repainted.
- 2019/2020 MOU Negotiations – Chairperson Watson reported that this is ongoing.
- Lexipol Policy Manual – Chairperson Watson reported that there are still 3 policies in process with the Union.
- ECC Dispatch – Director Snyder reported that a final meeting needs to be scheduled.
- 2019/2020 Fleet Replacement – Director Meisenbach reported that the committee has been working with Engineer Shields on identification and prioritization of equipment to be replaced. The committee has identified a new water tender as first priority for replacement. Aside from waiting for the Assistance to Firefighters Grant to open, other avenues of funding are being researched. Engineer Shields reported that the other equipment identified are 2 type-I engines.

### **Regular Agenda Items:**

- Director Moore made a motion to adopt Resolution 20-0101 Making Findings and Determinations Pertaining to the Application for Industrial Disability Retirement for Jason Trudell. Director Snyder seconded the motion.  
Motion passed by roll call vote.  
Ayes: Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Dean  
Abstain: Spriet
- Chairperson Watson made a motion to approve the Agreement for Collection of Special Taxes, Assessments, Fees, Charges, and Abatements Between Lake County Fire Protection District and the County of Lake and authorize the Chairperson to sign. Director Moore seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Chairperson Watson made a motion to approve the Home Improvement Agreement Between Lake County Fire Protection District and Bridges Construction Inc. in the amount of \$33,014.80 and authorize the Fire Chief to sign this and any necessary change order agreements as it relates to asbestos mitigation within the scope of the project. Director Moore seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Second reading of Ordinance No. 2019-1201 Adopting the Lake County Fire Protection District Master Fee Schedule was read in title only.
- Chairperson Watson made a motion to adopt Ordinance No. 2019-1201 Adopting the Lake County Fire Protection District Master Fee Schedule. Director Snyder seconded the motion.  
Motion passed.  
Ayes: Fults, Meisenbach, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: Dean  
Abstain: None
- Second reading of Ordinance No. 2019-1202 Adopting the 2019 California Fire Code with Exhibits A-E was read in title only.

- Chairperson Watson made a motion to adopt Ordinance No. 2019-1202 Adopting the 2019 California Fire Code with Exhibits A-E. Director Meisenbach seconded the motion.  
Motion passed.  
Ayes: Fults, Meisenbach, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: Dean  
Abstain: None

**Old Business:**

- Chairperson Watson reported that Chief Sapeta provided information from the American Cancer Society. IAFF approved a resolution for a moratorium on cell towers near fire stations as a result of a study from 2004. Chairperson Watson also provided a brief overview of various other studies. Almost every municipality in the State of California is trying to create ordinances to keep cell towers off their property. All this information is something that should be considered.

**New Business:**

- Chairperson Watson thanked Chaplain Graveson for all the positive remarks about the work he has done at LCFPD. Chief Sapeta reported that Post-traumatic stress disorder diagnosis is being transitioned to anxiety and depression due to restrictions through insurance and compensation. Chief Sapeta also mentioned many of the available programs for employees to use in order to reduce stress. Chairperson Watson reported that what the District and management is doing with PTSD is positive. Director Fults reported that it is critical to have staff go through a debriefing within 24-48hours of a critical incident. Financial Analyst Rivas reported that the District's risk management does not provide the ability to retain mental health specialists. There are plenty of resources available to employees if they elect to use them, but nothing that is to the point of being mandated by the employer. The Board could look at implementing a policy that would require employees to have to obtain counseling based on specified triggers.

**Closed Session:**

- The Board convened into closed session at 1641 hours.
- The Board reconvened from closed session at 1715 hours.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for Public Employee Release. Chairperson Watson reported that Director Snyder recused herself from this matter. No Action was taken.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for the Public Employee Performance Evaluation. Title: Fire Chief. Chairperson Watson reported that the Board provided the Chief with his evaluation.
- As per Government Code Sec. 54957.6, the Board of Directors met in closed session to conference with labor negotiators from the 2019/20 MOU Negotiations ad hoc committee regarding current negotiations with the Lake County Fire Safety Employees, Local 4115. Chairperson Watson reported that no action was taken.

**Good of the Order:**

- Chairperson Watson delivered the Loyalty Oath to Firefighter Jacob Fujikawa.

- Chairperson Watson reported that we are the only District in the County that does not have female firefighters. We should make a cognizant effort to recruit women. Chief Sapeta reported that we recruit objectively through paramedic programs, internship programs, and in newspapers. The job announcements are also shared with the LCFCA and OES Region 2 Deputy Chief, theoretically reaching the 58 counties. Chief Sapeta further reported that there is an overall shortage of students wanting to enter the public safety industry. Director Meisenbach added that the District should be cautious targeting specific demographics. Director Snyder suggested starting slow and local by conducting a presentation at the high school to start as a volunteer. Chief Sapeta added that there is an internship program through KEC and a job shadow program through Office of Education, Lower Lake High School, and KEC.
- Chairperson Watson reported that Firefighter Fujikawa had purchased knit hats for his crewmembers. Chairperson Watson would like to purchase enough hats for the remainder of the crews at a cost of \$37.00 to each Board Director. The Board agreed to purchase the hats at their own cost.
- Chairperson Watson expressed her thanks to the Wine Alliance for the donation from the wine auction.
- Director Fults reported that the St. Helena OB service is now closed and the Inpatient Mental Health division is closing this month.
- Director Spriet apologized for missing meetings and extended a special thank you to Chairperson Watson. Director Spriet also thanked Director Fults for being on the Board.
- Chairperson Watson recognized Rafael Rodriguez as the new Member at Large.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1733 hours.

**Attest:**

  
 \_\_\_\_\_  
 Miasha Rivas, Clerk of the Board



**Lake County Fire Protection District**  
**Check Register**  
**For the Period From January 1, 2020 to January 31, 2020**

| Check#                    | Vendor                             | Description                               | Account              | Amount            |
|---------------------------|------------------------------------|---|----------------------|-------------------|
| 17816                     | ADP                                | Payroll Processing 12/16-12/31/2019       | 352-9552-795-23-80-C | 188.95            |
| 17817                     | Cory Smith                         | Exp Reimb-Plans Examiner Task Book        | 352-9552-795-28-30-B | 66.25             |
| 17817                     | Cory Smith                         | Expense Reimb - Postage                   | 352-9552-795-22-71-  | 10.40             |
| 17818                     | Ford Denman                        | OPEB - January 2020                       | 352-9552-795-03-45-B | 300.00            |
| 17819                     | James McMurray                     | OPEB - January 2020                       | 352-9552-795-03-45-B | 300.00            |
| 17820                     | Kyle Shields                       | Exp Reimb - 2019 Uniform Allotment        | 352-9552-795-11-00-B | 131.84            |
| 17821                     | Lake County Fire Chief Assn        | Reflect to Protect                        | 352-9552-492-79-90-  | 30.00             |
| 17821                     | Lake County Fire Chief Assn        | Association dues 2019/20                  | 352-9552-795-20-00-B | 1,500.00          |
| 17821                     | Lake County Fire Chief Assn        | Narcotics                                 | 352-9552-795-28-48-A | 500.00            |
| 17822                     | Lake County Fire Prot Dist         | CalPERS EMPLOYER 01/01-01/15/2020         | 352-9552-795-02-22-  | 35,000.00         |
| 17822                     | Lake County Fire Prot Dist         | CalPERS EMPLOYEE 01/01-01/15/2020         | 352-9552-795-02-23-  | 7,000.00          |
| 17822                     | Lake County Fire Prot Dist         | Payroll 01/01-01/15/2020                  | 352-9552-795-09-00-  | 75,563.25         |
| 17823                     | Lake County Special Districts      | Sewer 12/16/19 - 02/15/20                 | 352-9552-795-30-00-D | 555.80            |
| 17824                     | Lake County Vol Firefighters Assn  | Volunteer Stipend - December 2019         | 352-9552-795-28-30-A | 3,000.00          |
| 17824                     | Lake County Vol Firefighters Assn  | Aramark Reimb - November 2019             | 352-9552-795-11-00-C | -19.80            |
| 17824                     | Lake County Vol Firefighters Assn  | 2019 Uniform Allotment-Isom               | 352-9552-795-11-00-B | 20.00             |
| 17824                     | Lake County Vol Firefighters Assn  | 2019 Uniform Allotment-Peterson           | 352-9552-795-11-00-B | 12.00             |
| 17824                     | Lake County Vol Firefighters Assn  | 2019 Uniform Allotment-Shields            | 352-9552-795-11-00-B | 30.00             |
| 17825                     | Lower Lake County Water            | Water - Dec 2019                          | 352-9552-795-30-00-B | 148.82            |
| 17826                     | Nationwide Retirement              | Deferred comp 01/01-01/15/2020            | 352-9552-795-01-11-  | 2,270.00          |
| 17827                     | North Coast EMS                    | ImageTrend 07/01-09/30/2019               | 352-9552-795-23-80-E | 1,222.00          |
| 17828                     | Tax Deferred Services              | Deferred comp 01/01-01/15/2020            | 352-9552-795-01-11-  | 165.00            |
| 17829                     | US Bank Corp                       | CalCard See Attached Breakdown            | Various              | 17,904.37         |
| 17830                     | Zachary Pindell                    | Exp Reimb - 2019 Uniform Allotment        | 352-9552-795-11-00-B | 147.89            |
| 17831                     | Predator Pest & Weed Control       | Rodents - Jan 2020                        | 352-9552-795-18-00-A | 95.00             |
| 17832                     | Administrative Solutions           | Medical - Jan 2020                        | 352-9552-795-03-30-  | 10,000.00         |
| 17833                     | Mable Fourkiller                   | Ambulance Revenue Refund-171211169        | 352-9552-492-79-91-  | 17.55             |
| 17834                     | Department of Health Care Services | GEMT QAF 2019 3rd Qtr                     | 352-9552-795-23-80-H | 15,277.02         |
| 17835                     | Department of Health Care Services | GEMT Audit Overpayment SFY 15/16          | 352-9552-795-28-48-A | 4,792.34          |
| <b>Total 01/13/2020</b>   |                                    |   |                      | <b>176,228.68</b> |
|                           | Kelseyville Fire                   | 1st Qtr 2019/20 Dispatch Fees 7-9/2019    | 352-9552-795-12-00-D | 41,571.74         |
| <b>Subtotal Journals</b>  |                                    |   |                      | <b>41,571.74</b>  |
| 17836                     | Administrative Solutions           | Medical Admin Fees - Jan 2020             | 352-9552-795-03-30-  | 630.00            |
| 17836                     | Administrative Solutions           | MERP annual Fee - 2020 Plan Year          | 352-9552-795-03-30-  | 150.00            |
| 17837                     | AFLAC                              | Insurance - Jan 2020                      | 352-9552-795-01-11-  | 425.82            |
| 17838                     | CrewSense, LLC                     | Shift Scheduling - Jan 2020               | 352-9552-795-23-80-D | 124.48            |
| 17839                     | Department of Justice              | Live Scan - K. Perry                      | 352-9552-795-23-80-A | 49.00             |
| 17840                     | FDAC EBA                           | Dental/Vision/Life - February 2020        | 352-9552-795-03-30-  | 5,003.09          |
| 17840                     | FDAC EBA                           | OPEB Dental/Vision/Life - February Diener | 352-9552-795-03-45-B | 90.33             |
| 17840                     | FDAC EBA                           | OPEB Dental/Vision/Life - February Murch  | 352-9552-795-03-45-B | 90.33             |
| 17841                     | HSI, Inc.                          | Ambulance Billing - Dec 2019              | 352-9552-795-23-80-H | 5,674.00          |
| 17842                     | Joel Murch                         | 2020 Uniform Allotment                    | 352-9552-795-11-00-B | 34.51             |
| 17843                     | Jones & Mayer                      | Legal Services - Dec 2019                 | 352-9552-795-23-80-A | 1,330.00          |
| 17844                     | Lake County Fire Prot Dist         | CalPERS EMPLOYER 1/16-1/31/2020           | 352-9552-795-02-22-  | 12,500.00         |
| 17844                     | Lake County Fire Prot Dist         | CalPERS EMPLOYEE 1/16-1/31/2020           | 352-9552-795-02-23-  | 7,000.00          |
| 17844                     | Lake County Fire Prot Dist         | Payroll 01/16-01/31/2020                  | 352-9552-795-09-00-  | 72,100.00         |
| 17845                     | Lake County Prof Firefighters Assn | Union Dues January 2020                   | 352-9552-795-01-11-  | 950.00            |
| 17846                     | Marc Hill                          | 2020 Uniform Allotment                    | 352-9552-795-11-00-B | 244.64            |
| 17847                     | Nationwide Retirement              | Deferred comp 01/16-01/31/2020            | 352-9552-795-01-11-  | 2,270.00          |
| 17848                     | Pacific Gas and Electric           | Electric - Dec 2019                       | 352-9552-795-30-00-A | 2,748.62          |
| 17849                     | Parallon Revenue Cyc               | Ambulance Billing Coll-Dec 2019           | 352-9552-795-23-80-H | 45.00             |
| 17850                     | Tax Deferred Service               | Deferred comp 01/16-01/31/2020            | 352-9552-795-01-11-  | 165.00            |
| <b>Total 1/28/2020</b>    |                                    |   |                      | <b>111,624.82</b> |
| <b>Total January 2020</b> |                                    |   |                      | <b>287,853.50</b> |

**Lake County Fire Protection District  
CalCard December 2019**

| <b>Merchant Vendor Name</b> | <b>Invoice Number</b> | <b>Line Item Description</b>         | <b>Account</b>        | <b>Amount</b> |
|-----------------------------|-----------------------|--------------------------------------|-----------------------|---------------|
| Amazon.com                  | 111-3269717-0386632   | 2019 Uniform Allotment - Rivas       | 352-9552-795-11-00-B  | 47.16         |
| Amazon.com                  | 112-1078525-0411404   | Cleaning Supplies                    | 352-9552-795-14-00-B  | 13.69         |
| Amazon.com                  | 112-7499907-7981811   | Cleaning Supplies                    | 352-9552-795-14-00-B  | 23.87         |
| Amazon.com                  | 112-8654666-2133062   | Cleaning Supplies                    | 352-9552-795-14-00-B  | 13.21         |
| Amazon.com                  | 112-3158315-2777066   | Office Supplies                      | 352-9552-795-22-70-A  | 14.10         |
| Amazon.com                  | 112-4478109-0686632   | Office Supplies                      | 352-9552-795-22-70-A  | 14.55         |
| Amazon.com                  | 112-2353162-9245023   | Office Supplies                      | 352-9552-795-22-70-A  | 9.35          |
| Amazon.com                  | 112-7919988-2309819   | Office Supplies                      | 352-9552-795-22-70-A  | 22.80         |
| Amazon.com                  | 112-9266131-5669045   | Office Supplies                      | 352-9552-795-22-70-A  | 49.91         |
| Amazon.com                  | 114-1040798-8288268   | 2019 Uniform Allotment - Pindell     | 352-9552-795-11-00-B  | 95.94         |
| Amerigas                    | 3099079820            | Propane                              | 352-9552-795-30-00-C  | 713.15        |
| Aramark Uniform Service     |                       | Laundry - Nov 2019                   | 352-9552-795-11-00-C  | 393.87        |
| AT&T                        |                       | Phone - Nov 2019 994-9515            | 352-9552-795-12-00-A  | 451.15        |
| AT&T                        |                       | Phone - Nov 2019 994-2531            | 352-9552-795-12-00-A  | 284.13        |
| AT&T                        |                       | Phone - Nov 2019 994-2170            | 352-9552-795-12-00-A  | 574.46        |
| AutoZone                    | 4176896949            | Vehicle Maint - R7011                | 352-9552-795-17-00-B  | 23.91         |
| Bridge's Restoration LLC    | 1807                  | Bldg Maint - Sta 65 Office Roof Leak | 352-9552-795-18-00-B  | 910.00        |
| Canon Financial Services    | 20860073              | Office Supplies                      | 352-9552-795-22-70-A  | 27.36         |
| Canon Financial Services    | 20860073              | Copier Lease - Jan 2020              | 352-9552-795-25-00-   | 212.06        |
| Carrot-Top Industries, Inc  | 100168449             | Flags                                | 352-9552-795-28-30-F  | 68.20         |
| Clearlake Waste Solutions   |                       | Garbage - Dec 2019                   | 352-9552-795-14-00-A  | 273.57        |
| Eureka Oxygen Company       | DM00807822            | Medical Supplies                     | 352-9552-795-28-48-A  | 279.50        |
| Four Corners True Value     | 512035                | App Bay                              | 352-9552-795-18-00-A  | 14.12         |
| Four Corners True Value     | 512055                | Vehicle Maint - Shop                 | 352-9552-795-17-00-B  | 23.90         |
| Four Corners True Value     | 512067                | Sta 70 Grounds Maint                 | 352-9552-795-27-00-B  | 7.38          |
| Four Corners True Value     | 512067                | Forklift Propane                     | 352-9552-795-29-50-A  | 19.73         |
| Four Corners True Value     | 512108                | App Bay                              | 352-9552-795-18-00-A  | 13.79         |
| Four Corners True Value     | 512201                | Vehicle Maint - E7011                | 352-9552-795-17-00-B  | 34.78         |
| Four Corners True Value     | 512336                | Portable Gen - Sta 70 lock and chain | 352-9552-795-28-30-F  | 62.56         |
| Hansel Auto Group           | 1186070               | Vehicle Maint - E6561                | 352-9552-795-17-00-B  | 441.56        |
| Hansel Auto Group           | CM1186070             | Vehicle Maint - E6561                | 352-9552-795-17-00-B  | (203.56)      |
| Hansel Auto Group           | 1186380               | Vehicle Maint - U7022                | 352-9552-795-17-00-B  | 84.93         |
| Highlands Water             |                       | Water - Nov 2019 7069                | 352-9552-795-30-00-B  | 387.48        |
| IBS of the Northbay         | 378944                | Vehicle Maint - Shop                 | 352-9552-795-17-00-B  | 119.35        |
| Lake Parts Inc.             | 997488                | Vehicle Maint - E7022                | 352-9552-795-17-00-B  | 4.03          |
| Lake Parts Inc.             | 997488                | Vehicle Maint - Shop                 | 352-9552-795-17-00-B  | 80.46         |
| Lake Parts Inc.             | 998232                | Vehicle Maint - E6561                | 352-9552-795-17-00-B  | 78.23         |
| Life Assist Inc.            |                       | Medical Supplies                     | 352-9552-795-28-48-A  | 5,227.29      |
| Matt Mazzei Chevrolet       | 27775                 | Vehicle Maint - BC703                | 352-9552-795-17-00-B  | 759.51        |
| Mediacom                    |                       | Sta 70 Internet - Dec 2019           | 352-9552-795-12-00-C  | 97.99         |
| Mediacom                    |                       | Sta 65 TV/Internet - Dec 2019        | 352-9552-795-12-00-C  | 163.33        |
| Mediacom                    |                       | Sta 70 TV - Jan 2020                 | 352-9552-795-12-00-C  | 82.25         |
| Mendo Mill Ukiah            | 531751/3              | Portable Gen - Sta 65 Extension Cord | 352-9552-795-28-30-F  | 111.99        |
| Mendo Mill Ukiah            | 532105/3              | Historical Map Preserve              | 352-9552-795-28-30-F  | 33.67         |
| Mendo Mill Ukiah            | 532105/3              | Cleaning Supplies                    | 352-9552-795-14-00-B  | 10.85         |
| NextBatteries               |                       | Radio Batteries                      | 352-9552-795-17-00-A  | 199.45        |
| O'Reilly Automotive         | 3200-460437           | Vehicle Maint - M7021                | 352-9552-795-17-00-B1 | 17.92         |
| O'Reilly Automotive         | 3200-461911           | Vehicle Maint - R7011                | 352-9552-795-17-00-B  | 3.80          |
| O'Reilly Automotive         | 3200-463644           | Vehicle Maint - M7014                | 352-9552-795-17-00-B1 | 20.33         |
| O'Reilly Automotive         | 3200-465167           | Vehicle Maint - E6561                | 352-9552-795-17-00-B  | 94.79         |
| O'Reilly Automotive         | 3200-465167           | Vehicle Maint - M7012                | 352-9552-795-17-00-B1 | 16.11         |
| O'Reilly Automotive         | 3200-465167           | Vehicle Maint - M7011                | 352-9552-795-17-00-B1 | 18.48         |
| O'Reilly Automotive         | 3200-465232           | Vehicle Maint - E6561                | 352-9552-795-17-00-B  | 35.85         |
| Redwood Coast Fuels         |                       | Fuel - Nov 2019                      | 352-9552-795-29-50-A  | 1,822.15      |
| Safeway, Inc.               |                       | LCFCA Meeting                        | 352-9552-795-29-50-B  | 54.44         |
| Santa Rosa Uniform          |                       | 2019 Uniform Allotment - Shields     | 352-9552-795-11-00-B  | 447.41        |
| Staples Business Credit     |                       | Office Supplies                      | 352-9552-795-22-70-A  | 163.82        |
| Staples Business Credit     |                       | Cleaning Supplies                    | 352-9552-795-14-00-B  | 101.77        |
| The Fire Store              | E1917015              | 2019 Uniform Allotment - Pindell     | 352-9552-795-11-00-B  | 127.15        |
| Thomson Reuters/Barclays    | 841520941             | Subscription 2020                    | 352-9552-795-22-72-B  | 155.62        |
| U.S. Cellular               | 0343316220            | Cellphone/Tablets - Dec 2019         | 352-9552-795-12-00-B  | 421.74        |
| Verizon                     | 9842865249            | Cellphones - Nov 2019                | 352-9552-795-12-00-B  | 177.19        |
| Walmart                     |                       | Medical Supplies                     | 352-9552-795-28-48-A  | 19.44         |

|                            |             |                                 |                      |                  |
|----------------------------|-------------|---------------------------------|----------------------|------------------|
| Walmart                    |             | Office Supplies                 | 352-9552-795-22-70-A | 22.16            |
| Walmart                    |             | Radio Batteries                 | 352-9552-795-17-00-A | 62.81            |
| Walmart                    |             | 2019 Uniform Allotment - Sapeta | 352-9552-795-11-00-B | 6.22             |
| Walmart                    |             | Office Supplies                 | 352-9552-795-22-70-A | 7.22             |
| Walmart                    |             | Cleaning Supplies               | 352-9552-795-14-00-B | 13.02            |
| Witmer Public Safety Group |             | Structure Gear - Helmets        | 352-9552-795-11-00-A | 1,646.93         |
| WorldPoint                 | 8190036759  | CPR Renewal Course              | 352-9552-795-28-30-B | 65.00            |
| Yahoo Small Business       | INV14598601 | Website Hosting - Dec 2019      | 352-9552-795-23-80-F | <u>11.99</u>     |
| <b>Total</b>               |             |                                 |                      | <b>17,904.37</b> |

**Lake County Fire Protection District  
Fund 352 General Ledger Summary  
2019/2020**

AS OF: 1/31/2020

| Account               | Description               | Budget              | YTD                    | Budget Bal             | % to Budget   |
|-----------------------|---------------------------|---------------------|------------------------|------------------------|---------------|
| <b>Revenues</b>       |                           |                     |                        |                        |               |
| 411.10-10             | CS Prop Tax               | \$ 975,000          | \$ 589,602.21          | \$ 385,397.79          | 60.47%        |
| 411.10-20             | CU Prop Tax               | \$ 22,000           | \$ 19,379.55           | \$ 2,620.45            | 88.09%        |
| 411.10-25             | Curr Supp Prop Tax        | \$ -                | \$ 2,355.49            | \$ (2,355.49)          |               |
| 411.10-35             | Prior Supp Prop Tax       | \$ 1,000            | \$ 2,322.84            | \$ (1,322.84)          | 232.28%       |
| 411.10-40             | DU Prop Tax               | \$ 500              | \$ 226.32              | \$ 273.68              | 45.26%        |
| 422.21-60             | Permits                   | \$ 10,000           | \$ 12,353.00           | \$ (2,353.00)          | 123.53%       |
| 431.31-95             | Fines, Fees, Forfeit      | \$ 35,000           | \$ 15,433.62           | \$ 19,566.38           | 44.10%        |
| 441.42-01             | Interest                  | \$ 15,000           | \$ 17,324.65           | \$ (2,324.65)          | 115.50%       |
| 453.54-60             | HOPTR                     | \$ 12,000           | \$ 5,515.80            | \$ 6,484.20            | 45.97%        |
| 453.54-70             | Disaster Rev Loss Backfil | \$ -                | \$ 43,595.77           | \$ (43,595.77)         |               |
| 456.56-30             | Other Gov Agencies        | \$ 150,000          | \$ 78,861.19           | \$ 71,138.81           | 52.57%        |
| 465.68-60             | Institutional Care & Svcs | \$ 1,100,000        | \$ 777,649.27          | \$ 322,350.73          | 70.70%        |
| 466.69-29             | Other Curr Fire Svcs      | \$ 1,350,000        | \$ 890,776.51          | \$ 459,223.49          | 65.98%        |
| 491.79-60             | Sale of Fixed Asset       | \$ 5,000            | \$ 3,500.00            | \$ 1,500.00            | 70.00%        |
| 492.79-90             | Other Misc                | \$ 25,000           | \$ 16,415.96           | \$ 8,584.04            | 65.66%        |
| 492.79-91             | Cancelled Checks          | \$ -                | \$ 14.00               | \$ (14.00)             |               |
| 502.81-22             | Op Trans In               | \$ 50,000           | \$ -                   | \$ 50,000.00           | 0.00%         |
| <b>Total Revenues</b> |                           | <b>\$ 3,750,500</b> | <b>\$ 2,475,326.18</b> | <b>\$ 1,275,173.82</b> | <b>66.00%</b> |

| Account             | Description                  | Budget       | YTD           | Budget Bal     | % to Budget |
|---------------------|------------------------------|--------------|---------------|----------------|-------------|
| <b>Expenditures</b> |                              |              |               |                |             |
| 795.01-11           | Salaries & Wages - Perm      | \$ 1,710,000 | \$ 818,748.12 | \$ 891,251.88  | 47.88%      |
| 795.01-12           | Salaries & Wages - EH        | \$ 110,000   | \$ 84,289.55  | \$ 25,710.45   | 76.63%      |
| 795.01-13           | Salaries & Wages - OT        | \$ 275,000   | \$ 125,815.70 | \$ 149,184.30  | 45.75%      |
| 795.01-14           | Salaries & Wages - Sev/PO    | \$ 75,000    | \$ 53,989.61  | \$ 21,010.39   | 71.99%      |
| 795.02-21           | FICA                         | \$ 38,945    | \$ 21,089.62  | \$ 17,855.38   | 54.15%      |
| 795.02-22           | PERS-Employer Pd             | \$ 578,417   | \$ 333,952.30 | \$ 244,464.70  | 57.74%      |
| 795.02-23           | PERS-Emplyr PD Member        | \$ 107,303   | \$ 57,705.70  | \$ 49,597.30   | 53.78%      |
| 795.03-30           | Health Insurance             | \$ 502,200   | \$ 217,520.18 | \$ 284,679.82  | 43.31%      |
| 795.03-31           | Unemployment Ins             | \$ 72,800    | \$ 6,019.97   | \$ 66,780.03   | 8.27%       |
| 795.03-32           | Health Insurance Opt Out     | \$ 36,000    | \$ 13,505.56  | \$ 22,494.44   | 37.52%      |
| 795.03-45           | Retiree OPEB                 | \$ 67,200    | \$ 10,909.04  | \$ 56,290.96   | 16.23%      |
| 795.04-00           | Worker's Comp                | \$ 210,000   | \$ 94,542.00  | \$ 115,458.00  | 45.02%      |
| 795.09-00           | Payroll Clearing             | \$ -         | \$ 11,912.40  | \$ (11,912.40) |             |
| 795.11-00           | Clothing                     | \$ 86,500    | \$ 10,743.91  | \$ 75,756.09   | 12.42%      |
| 795.12-00           | Communications               | \$ 245,000   | \$ 102,437.34 | \$ 142,562.66  | 41.81%      |
| 795.14-00           | Household Supplies           | \$ 6,500     | \$ 3,029.42   | \$ 3,470.58    | 46.61%      |
| 795.15-10           | Insurance - Other            | \$ 4,200     | \$ 700.00     | \$ 3,500.00    | 16.67%      |
| 795.15-12           | Insurance - Public Liability | \$ 3,000     | \$ 2,700.00   | \$ 300.00      | 90.00%      |
| 795.15-13           | Insurance - Fire/Allied      | \$ 27,000    | \$ 25,679.00  | \$ 1,321.00    | 95.11%      |
| 795.17-00           | Equip Maintenance            | \$ 77,268    | \$ 31,006.78  | \$ 46,261.22   | 40.13%      |
| 795.18-00           | Bldg Maintenance             | \$ 18,500    | \$ 10,270.53  | \$ 8,229.47    | 55.52%      |
| 795.20-00           | Memberships                  | \$ 6,000     | \$ 1,567.20   | \$ 4,432.80    | 26.12%      |
| 795.22-70           | Office Supplies              | \$ 8,500     | \$ 3,317.43   | \$ 5,182.57    | 39.03%      |
| 795.22-71           | Postage                      | \$ 1,500     | \$ 443.61     | \$ 1,056.39    | 29.57%      |
| 795.22-72           | Books & Periodicals          | \$ 2,900     | \$ 1,268.14   | \$ 1,631.86    | 43.73%      |
| 795.23-80           | Professional Svcs            | \$ 205,085   | \$ 162,988.75 | \$ 42,096.25   | 79.47%      |
| 795.24-00           | Pub & Legal Notices          | \$ 1,000     | \$ 314.75     | \$ 685.25      | 31.48%      |
| 795.25-00           | Rents & Leases - Equipment   | \$ 4,000     | \$ 1,538.20   | \$ 2,461.80    | 38.46%      |
| 795.27-00           | Small Tools                  | \$ 3,500     | \$ 480.66     | \$ 3,019.34    | 13.73%      |
| 795.28-30           | Special Dept Supplies        | \$ 51,500    | \$ 22,820.28  | \$ 28,679.72   | 44.31%      |
| 795.28-48           | Ambulance Expense            | \$ 75,000    | \$ 46,689.42  | \$ 28,310.58   | 62.25%      |
| 795.29-50           | Trans & Travel               | \$ 58,000    | \$ 30,865.73  | \$ 27,134.27   | 53.22%      |

**Lake County Fire Protection District  
Fund 352 General Ledger Summary  
2019/2020**

| Account                       | Description                | Budget              | YTD                    | Budget Bal             | % to Budget   |
|-------------------------------|----------------------------|---------------------|------------------------|------------------------|---------------|
| <b>Expenditures Continued</b> |                            |                     |                        |                        |               |
| 795.30-00                     | Utilities                  | \$ 51,500           | \$ 28,645.80           | \$ 22,854.20           | 55.62%        |
| 795.38-00                     | Inventory Items            | \$ 28,000           | \$ 6,829.97            | \$ 21,170.03           | 24.39%        |
| 795.42-10                     | Loans & Notes              | \$ 49,100           | \$ -                   | \$ 49,100.00           | 0.00%         |
| 795.48-00                     | Taxes & Assessments        | \$ 4,000            | \$ 1,817.38            | \$ 2,182.62            | 45.43%        |
| 795.61-60                     | Capital Assets-Bldgs       | \$ 10,000           | \$ -                   | \$ 10,000.00           | 0.00%         |
| 795.62-71                     | Capital Assets-Off Equip   | \$ -                | \$ -                   | \$ -                   |               |
| 795.62-74                     | Capital Assets-Equipment   | \$ -                | \$ -                   | \$ -                   |               |
| 795.62-76                     | Capital Assets-Fire Hose   | \$ -                | \$ -                   | \$ -                   |               |
| 795.62-79                     | Capital Assets-Prior Years | \$ -                | \$ -                   | \$ -                   |               |
| 795.63-13                     | Const In Progress-Bldgs    | \$ 40,000           | \$ 671.85              | \$ 39,328.15           | 1.68%         |
| 795.90-91                     | Contingencies              | \$ -                | \$ -                   | \$ -                   |               |
| <b>Total Expenditures</b>     |                            | <b>\$ 4,850,418</b> | <b>\$ 2,346,825.90</b> | <b>\$ 2,503,592.10</b> | <b>48.38%</b> |

**6/30/19 Ending Op Cash Balance \$ 1,239,686.16**

**Resolution transfers for Reserves  
Decrease Reserve/Increase Cash:**

|              |                                |
|--------------|--------------------------------|
| 16,528.00    | RESO# 19-0901 QAF 2019 1st Qtr |
| 17,180.00    | RESO# 19-0901 QAF 2019 2nd Qtr |
| \$ 15,277.00 | RESO# 19-1101 QAF 2019 3rd Qtr |

\$ 48,985.00

**Increase Reserves/Decrease Cash:**

|               |                                     |
|---------------|-------------------------------------|
| \$ 100,000.00 | 2019/20 Budget to Equipment Reserve |
| \$ 88,550.00  | 2019/20 Budget to Building Reserve  |

\$ 188,550.00

|                               |                        |
|-------------------------------|------------------------|
| Plus: YTD Revenues            | \$ 2,475,326.18        |
| Less: YTD Expenditures        | \$ 2,346,825.90        |
| <b>Operating Cash Balance</b> | <b>\$ 1,228,621.44</b> |

# LAKE COUNTY FIRE PROTECTION DISTRICT

14815 OLYMPIC DRIVE, CLEARLAKE,

CALIFORNIA 95422

707-994-2170 PHONE 707-994-4861 FAX

Date: 2/26/2020

To: LCFPD Board of Directors

From: Chief Sapeta

Dear Board Members; items for today's meeting.

1. New Volunteers Provided by Associate member:
2. IFT-Priority One update- met w/Dr. Pace for project overview.
3. Update on recent calls in the LCFPD (T/C Sta. 75, ATV incident).
4. LCFCA meeting: Goat Mtn, Sustainable Energy Batteries, Everbridge Exp.
5. PG-E PPSO Mtg 2/21/2020 B.O.S.
6. Met w/County and mtg w/City to re-align Bldg permit process
7. Update on Cannabis/Hemp Industry in the LCFPD-LCFCA-County of Lake.
8. Cell tower update "Vertical Bridge"- recent merge has this on delay.
9. Update generator for station 65.
10. Siren activation @ 65 attributed to radio frequencies (temp-disconnect).
11. Update on storm damage and new roof for station 65.
12. Re-Org status posting of new promotional positions.
13. Update on EMS issues w/Colusa-Mendo-Lake Counties.
14. Update on Active Shooter AHC 1/07/2020.
15. Update on KUSD room/alarm revision & review of KUSD EAP's.

Respectfully submitted, Chief Sapeta

# *Lake County Fire Protection District*

## **RESOLUTION NO. 20-0201**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT CANCELING RESERVES FOR PARTICIPATION IN THE STATE INTERGOVERNMENTAL TRANSFER PROGRAM**

**WHEREAS**, Government Code 29130 provides that canceling reserves may be available for specific appropriation by four-fifths vote of the Board at a duly noticed public hearing held as part of any regular or special meeting of which all members have had reasonable notice, and

**WHEREAS**, the Lake County Fire Protection District has reserves designated for “Medical Services & Equip” in the amount of \$1,411,848, and

**WHEREAS**, the Lake County Fire Protection District recognizes the need to appropriate funds from “Medical Services & Equip” to participate in the State Intergovernmental Transfer Program.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Lake County Fire Protection District hereby directs the County Auditor-Controller to cancel reserves in the amount of \$493,965 and appropriate funds for the State Intergovernmental Transfer Program according to the following:

|       |                          |           |
|-------|--------------------------|-----------|
| From: | Fund# 352-0000-392.25-00 | \$493,965 |
| To:   | Fund# 352-9552-795.28-48 | \$493,965 |

**ADOPTED** by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 26, 2020, by the following vote:

*AYES:*

*NOES:*

*ABSENT OR ABSTAIN:*

---

**CHAIRPERSON OF THE BOARD**

**ATTEST:**

---

**Miasha Rivas**  
**Clerk of the Board**

# *Lake County Fire Protection District*

## **RESOLUTION NO. 20-0202**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT ADOPTING THE CITY OF CLEARLAKE LOCAL HAZARD MITIGATION PLAN**

**WHEREAS**, the Lake County Fire Protection District recognizes the threat that natural hazards pose to people and property within our community; and

**WHEREAS**, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

**WHEREAS**, the U.S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards; and

**WHEREAS**, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments;

**WHEREAS**, an adopted Local Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple FEMA pre- and post-disaster mitigation grant programs; and

**WHEREAS**, the Lake County Fire Protection District fully participated in the FEMA-prescribed mitigation planning process to prepare this local hazard mitigation plan; and

**WHEREAS**, the California Office of Emergency Services and Federal Emergency Management Agency Region IX officials have reviewed the City of Clearlake Local Hazard Mitigation Plan and approved it contingent upon this official adoption of the participating governing body; and

**WHEREAS**, the Lake County Fire Protection District desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the City of Clearlake Local Hazard Mitigation Plan; and

**WHEREAS**, adoption by the governing body for the Lake County Fire Protection District, demonstrates the jurisdiction’s commitment to fulfilling the mitigation goals and objectives outlined in this Local Hazard Mitigation Plan; and

**WHEREAS**, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Lake County Fire Protection District adopts the City of Clearlake Local Hazard Mitigation Plan as an official plan; and

**BE IT FUTHER RESOLVED** that the Board of Directors of the Lake County Fire Protection District will submit this adoption resolution to the California Office of Emergency Services and FEMA Region IX officials to enable the plan’s final approval in accordance with the requirements of the Disaster Mitigation Act of 2000.



**THIS RESOLUTION WAS PASSED AND ADOPTED** by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 26, 2020, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

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***CHAIRPERSON OF THE BOARD***

**ATTEST:**

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**Miasha Rivas**  
**Clerk of the Board**

# *Lake County Fire Protection District*

## **RESOLUTION NO. 20-0203**

### **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT TO APPROPRIATE RESERVES/DESIGNATIONS FOR THE GROUND EMERGENCY MEDICAL TRANSPORT QUALITY ASSURANCE FEES**

**WHEREAS**, Government Code 29130, provides that canceling reserves may be available for specific appropriation by four-fifths vote of the Board at a duly noticed hearing as part of any regular or special meeting of which all members had reasonable notice; and

**WHEREAS**, the Lake County Fire Protection District has reserves designated for “Medical Services & Equip” in the amount of \$1,411,848 which can only be used for health care services including, but not limited to salaries, supplies, and equipment; and

**WHEREAS**, SB523 of 2017 established the GEMT QAF program. The QAF collected will be used to increase reimbursement to GEMT providers by application of an add-on to the fee-for-service fee schedule rate for the affected emergency medical transport billing codes; and

**WHEREAS**, the Board has determined that the QAF is a mandatory and necessary expense for the District to provide health care services.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Lake County Fire Protection District directs the County Auditor-Controller to cancel reserves and increase budget according to the following:

|                          |                       |          |                          |
|--------------------------|-----------------------|----------|--------------------------|
| Increase Expense Budget: |                       |          |                          |
| 352-9552-795.23.80h      | Professional Services | \$16,476 | 4 <sup>th</sup> Qtr 2019 |
| Decrease Reserves:       |                       |          |                          |
| 352-0000-392.25-00       | Med Svcs & Equip Res  | \$16,476 |                          |

**THIS RESOLUTION WAS PASSED AND ADOPTED** by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 26, 2020, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

\_\_\_\_\_  
**CHAIRPERSON OF THE BOARD**

ATTEST:

\_\_\_\_\_  
**Miasha Rivas, Clerk of the Board**

# ***Lake County Fire Protection District***

## ***RESOLUTION NO. 20-0204***

### ***A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LAKE COUNTY FIRE PROTECTION DISTRICT ADJUSTING ORDINANCE 2016-1001 COST PER BENEFIT UNIT FOR FY2020/21***

**WHEREAS**, the Board of Directors of the Lake County Fire Protection District passed Ordinance 2016-1001 at a regularly scheduled meeting on October 26, 2016, repealing the Lakeshore Fire Protection District Ordinance No. 0197 and Lower Lake Fire Protection District Ordinance No. 96-97-2 and imposing a special tax increase for fire protection and prevention, rescue, emergency medical services and transportation, hazardous materials, and other services relating to the protection of lives and property, and equipment; and

**WHEREAS**, on March 7, 2017, the voters of the Lake County Fire Protection District, by two-thirds vote, upheld and approved Ordinance 2016-1001 which became effective with the 2017/2018 fiscal year; and

**WHEREAS**, Ordinance 2016-1001 provides for the Lake County Fire Protection District to increase the cost per benefit unit amount annually for the coming fiscal year based upon the change in the consumer price index, provided that if at any time the consumer price index resulted in anything less than zero, the special tax rate would remain at the previous year's rate.

**NOW THEREFORE, BE IT RESOLVED**, that the US Department of Labor Bureau of Labor Statistics' Consumer Price Index from January-December 2019 reflects a 2.3% increase.

**NOW THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Lake County Fire Protection District increases the cost per benefit unit to \$4.27.

**THIS RESOLUTION WAS PASSED AND ADOPTED** by the Board of Directors of the Lake County Fire Protection District at a regular meeting held on February 26, 2020, by the following vote:

AYES:

NOES:

ABSENT OR ABSTAIN:

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***CHAIRPERSON OF THE BOARD***

**ATTEST:**

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**Miasha Rivas  
Clerk of the Board**

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

## PROMOTIONAL EMPLOYMENT OPPORTUNITY

### 40-HOUR FIRE CAPTAIN-EMS LIAISON / PARAMEDIC

**SALARY:** Entry level is \$6095.00-\$6,736.00 monthly plus benefit package.

**POSITION & ESSENTIAL DUTIES:** The *EMS Liaison-Fire Captain-Relief / EMT-Paramedic*: Responsible for the oversight and coordination of the Emergency Medical Services (EMS Division), within the Lake County Fire District and to participate in the training and re-license/re-certification maintenance of all LCFPD members relating to Emergency Medical Services. Under the direction and supervision of the Fire Chief, or designee, the EMS Liaison / EMT-Paramedic serves as the District's Clinical Director for EMS Continuing Education Programs, retrospectively analyzes employee EMS performance, submits required reports and recommendations on findings and performs other assigned duties necessary to meet the business needs of the District. Additional duties and requirements, include, but not limited to serve as a floating/relief shift Fire Captain/Shift Supervisor assigned to partial and complete shift coverage as needed. Participates in training exercises, performs other duties as assigned. Additional duties and requirements as defined as a Fire Captain/EMT-P.

**APPLICATION PROCEDURE:** Application packets may be obtained from the District Business Office, 14815 Olympic Drive, Clearlake, CA, 95422. Completed application packets and a letter of interest must be submitted to the District Office no later than March 6, 2020 5:00 pm. Application packets will not be checked at the time of submittal and the District will not be responsible for any missing or incomplete items.

#### **MINIMUM QUALIFICATIONS:**

- Minimum of 3-years' experience at the Fire Apparatus Engineer /EMT-P level or liked duties performing in field work which would demonstrate the application of knowledge and abilities listed below.
- California State Fire Marshal Fire Officer Certificate.
- Possession of Valid California Driver's License, Class B or Fire Apparatus Exemption.
- Possession of an EMT-P license issued by the State of California or National Registry and North Coast EMS at time of appointment.
- Must possess strength and stamina with weight proportionate to height to perform job duties, including heavy lifting and carrying over 45 pounds, pushing, pulling, and climbing.
- Must be able to work in a variety of environmental conditions, including heat or cold, confined spaces, on ladders, on slippery/uneven surfaces, exposure to toxic chemicals, fumes, smokes, gases or solvents and other hazardous conditions.
- Must be able to utilize self-contained breathing apparatus (SCBA) while performing job duties.
- Normal color vision and visual acuity not less than 20/70 uncorrected and 20/30 corrected.
- Ability to work irregular hours, or long periods of time without relief, including but not limited to 24-hour shifts.
- Meets the minimum LCFPD current Fire Division Promotion Step Program.

**SELECTIONPROCESS:** The Lake County Fire Protection District will review all application packets. The most qualified applicants will be invited to participate in the selection process. The process will include, but not limited to a written test, interview panel and Chief's interview. Applicants must successfully complete each phase of the selection process. Applicants who successfully complete all phases will be placed on an eligibility list for one year, extendable to two years by approval of the Board of Directors.

**EQUAL OPPURTUNITY EMPLOYER:** The Lake County Fire Protection District is an equal opportunity employer. The provisions of this announcement do not constitute an expressed or implied contract. Any provision contained in this announcement may be modified or revoked without notice.

**APPLICATION PACKETS INCLUDE ALL ADDITIONAL INFORMATION  
REGARDING THE POSITION, BENEFITS, AND SELECTION PROCES**

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

## PROMOTIONAL EMPLOYMENT OPPORTUNITY

### 40-HOUR FIRE APPARATUS ENGINEER-FIRE MARSHAL / PARAMEDIC

**SALARY:** Entry level is \$5,476.00-\$6,052.00 monthly plus benefit package.

**POSITION & ESSENTIAL DUTIES:** The *Fire Marshal/EMT-Paramedic* is appointed by and under the direction and supervision of the Fire Chief. The Fire Marshal shall administer the operation of, and be responsible for the planning, direction, control, organization and coordination of the Fire Prevention Bureau; provide program consultation to Fire Prevention supervisors engaged in activities designed to reduce and correct fire and life safety conditions affecting the community; assist the Fire Chief in achieving Board policy, goals and legislative mandates of the District; direct the budget preparation activity; perform other duties as required. Participates in training exercises, performs other duties as assigned Additional duties and requirements as defined as a Fire Apparatus Engineer/EMT-P.

**APPLICATION PROCEDURE:** Application packets may be obtained from the District Business Office, 14815 Olympic Drive, Clearlake, CA, 95422. Completed application packets and a letter of interest must be submitted to the District Office no later than March 6, 2020 5:00 pm. Application packets will not be checked at the time of submittal and the District will not be responsible for any missing or incomplete items.

#### **MINIMUM QUALIFICATIONS:**

- Minimum of 6-months responsible experience at the Fire Marshal level of liked duties performing in field work which would demonstrate the application of knowledge and abilities listed below.
- California State Fire Marshal Fire Officer Certificate.
- Possession of Valid California Driver's License, Class B or Fire Apparatus Exemption.
- Possession of an EMT-P license issued by the State of California or National Registry and North Coast EMS at time of appointment.
- Must possess strength and stamina with weight proportionate to height to perform job duties, including heavy lifting and carrying over 45 pounds, pushing, pulling, and climbing.
- Must be able to work in a variety of environmental conditions, including heat or cold, confined spaces, on ladders, on slippery/uneven surfaces, exposure to toxic chemicals, fumes, smokes, gases or solvents and other hazardous conditions.
- Must be able to utilize self-contained breathing apparatus (SCBA) while performing job duties.
- Normal color vision and visual acuity not less than 20/70 uncorrected and 20/30 corrected.
- Ability to work irregular hours, or long periods of time without relief, including but not limited to 24-hour shifts.
- California State Fire Marshal Prevention 1A & 1B.
- California Fire Marshal Fire Protection Specialist desirable.
- Plans Examiner Certificate desirable.
- Meets the minimum LCFPD current Fire Division Promotion Step Program.

**SELECTION PROCESS:** The Lake County Fire Protection District will review all application packets. The most qualified applicants will be invited to participate in the selection process. The process will include, but not limited to a written test, interview panel and Chief's interview. Applicants must successfully complete each phase of the selection process. Applicants who successfully complete all phases will be placed on an eligibility list for one year, extendable to two years by approval of the Board of Directors.

**EQUAL OPPORTUNITY EMPLOYER:** The Lake County Fire Protection District is an equal opportunity employer. The provisions of this announcement do not constitute an expressed or implied contract. Any provision contained in this announcement may be modified or revoked without notice.

**APPLICATION PACKETS INCLUDE ALL ADDITIONAL INFORMATION  
REGARDING THE POSITION, BENEFITS, AND SELECTION PROCES**