

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

February 26, 2020  
14815 Olympic Drive  
Clearlake, CA 95422  
1600 Hours

Chairperson Watson called the meeting to order at 1600 hours.

Directors present: Director Dean, Director Fults, Director Moore, Director Snyder (arrived at 1611) and Director Spriet.

Employees present: Chief Sapeta, Financial Analyst Rivas, Captain Inman, Engineer Shields, Firefighter Fujikawa, Firefighter Isom, Firefighter Schulze, Firefighter Vinyard, Paramedic Ritchie and EMT Perry.

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 Moore made a motion to approve the minutes from the January 22, 2019 regular meeting. Director Dean seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2
- Director Dean made a motion to approve the warrant register and pay the bills for January 2020. Director Moore seconded the motion.  
Motion passed.  
Ayes: 5  
Noes: 0  
Absent: 2

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

- Associate Member Engineer Shields reported that 1 new volunteer was introduced.
- Chief Sapeta provided an update on the IFT-Priority One program.
- Chief Sapeta reported on recent calls for the traffic collision in the Northshore District and an ATV accident.

- Chief Sapeta provided an update on an all agency repeater vault located on Goat Mountain. The repeater will provide continuity in essential emergency communications. Funding for this project will be provided by Homeland Security Grants. Chief Sapeta also reported that the aging repeaters currently in use will eventually require repairs and parts may become difficult to find. All current repeaters will eventually be replaced with a microwave repeater. The Seigler repeater is expected to be replaced first. Funding for this project will also be provided by Homeland Security Grants.
- Chief Sapeta reported that he attended a meeting regarding PG&E PSPS events on 02/21/2020. The county will see more events. Topics included increasing capabilities to the community resource centers and how to create power generation through microgrids. The Middletown substation is scheduled for updates in order to receive a temporary generator for the microgrid.
- Chief Sapeta reported that Financial Analyst Rivas, Firefighter Smith and himself met with County of Lake officials in an attempt to update their building permit to include a line for county and agency initials in regards to fire sprinkler systems and how best to streamline the process.
- Chief Sapeta provided an update on cannabis/hemp projects within the District.
- Chief Sapeta reported that the cell tower project is on hold until the Vertical Bridge merge is complete.
- Chief Sapeta reported that the County of Lake received OES grant funding for power generation. He will verify if the District is eligible for that same grant funding. This funding would be applied to the installation of the generator for Sta 65.
- Chief Sapeta reported that the siren activation at Sta 65 was due to radio frequency interference. The remote activation portion of the siren has been temporarily deactivated.
- Chief Sapeta reported that Sta 65 has a new roof, new gutters, and the building is painted tan with red trim.
- Chief Sapeta reported that EMS issues are staggering all around us. Northshore and LCFPD currently provide auto-mutual aid along the Hwy 20 corridor all the way to Walnut Drive, near the fruit stand outside Williams. Kelseyville Fire, SLCFPD, and Lakeport Fire will backfill as necessary.
- Chief Sapeta reported that an active shooter after-action meeting took place. He also reported that Sutter Lakeside would like to do an actual hands-on functional exercise within the next 6 months.
- Chief Sapeta reported that the new maps provided by KUSD had the notes provided from the last inspection, instead of having the notes formulated into new maps. Some rooms still do not correspond to the annunciator panel. With legislation passed in 2017, the District may have leverage to charge fees for false alarms. Chairperson Watson suggested holding a town hall meeting with parents of LLHS students in regards to the alarm system.
- Chief Sapeta reported that B shift will be providing NARCAN training to the CPD.
- Chief Sapeta reported that Chief White has acquired \$10,000 to add a connection for LCFPD to their microwave communication system. This connection eliminates the need for a fiber optic connection from a commercial vendor.

#### **Volunteer Association Input and Comments:**

- Engineer Shields reported that there are a few new volunteers still going through medical assessments and background checks.
- Engineer Shields reported that the awards dinner will be held on Saturday, 4/18/2020, and is to be catered by Boar's Breath.

### **Employee Input and Comments:**

- None

### **Communications:**

- Chairperson Watson read a letter from Chaplain Graveson regarding the formation of a critical incident response team.

### **AD HOC Committee Reports:**

- Station 70 CIP – Chief Sapeta reported that painting and repairs to the app bay has begun.
- Station 65 Remodel – Chief Sapeta reported that Sta 65 will have 2 sleeping quarters. He also reported that Undersheriff Macedo agreed to purchase furniture to match any furniture purchased by the District.
- 2019/2020 MOU Negotiations – Chairperson Watson reported that this is ongoing.
- Lexipol Policy Manual – Chief Sapeta reported that the policies have been provided to the employees for review. All employees have 90 days to review each policy. Financial Analyst Rivas reported that there is 1 policy outstanding on which to be met and conferred.
- ECC Dispatch – Director Snyder reported that a letter has been drafted and needs to be distributed among the Board Directors.
- 2019/2020 Fleet Replacement – Director Spriet reported that the committee would like to adopt and move forward with the replacement plan as provided by Engineer Shields. Chairperson Watson requested that this plan be placed on the next month's agenda.

### **Regular Agenda Items:**

- Chairperson Watson made a motion to adopt Lexipol Policy 1046 Grievance Procedure and Policy 1047 Personnel Complaints & Discipline. Director Spriet seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Director Snyder made a motion to adopt Resolution 20-0201 Canceling Reserves for Participation in the State Intergovernmental Transfer Program in the amount of \$493,965. Director Dean seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: Meisenbach  
Abstain: None
- Chairperson Watson made a motion to adopt Resolution 20-0202 Adopting the City of Clearlake Local Hazard Mitigation Plan. Director Moore seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: Meisenbach  
Abstain: None

- Chairperson Watson made a motion to adopt Resolution 20-0203 Appropriating Reserves/Designations for the Ground Emergency Medical Transport Quality Assurance Fees in the amount of \$16,476. Director Snyder seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: Meisenbach  
Abstain: None
- Director Snyder made a motion to 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. Director Spriet seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Moore, Snyder, Spriet, Watson  
Noes: None  
Absent: Meisenbach  
Abstain: None
- Chairperson Watson made a motion to adopt the revised salary schedule for Fire Captain/EMS Liaison and authorize the Fire Chief to begin recruitment. Director Fults seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1
- Director Snyder made a motion to adopt the revised salary schedule for Fire Apparatus Engineer/Fire Marshal and authorize the Fire Chief to begin recruitment. Director Dean seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1

**Old Business:**

- None

**New Business:**

- None

**Closed Session:**

- The Board convened into closed session at 1644 hours.
- The Board reconvened from closed session at 1645 hours.
- The Board moved Good of the Order before the Closed Session items.

**Good of the Order:**

- Chairperson Watson reported that she is thankful to the Board Directors for paying for the hats for all other employees out of their own pockets.
- Chairperson Watson delivered the Loyalty Oath to Firefighter Raymond Schulze.

**Closed Session:**

- The Board convened into closed session at 1648 hours.

- The Board reconvened from closed session at 1723 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. 54957.6, 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. No Action was taken.

**Good of the Order:**

- Chief Sapeta provided a brief overview of how lessons learned are passed from CALFIRE regarding the Porterville fire.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1725 hours.

**Attest:**

  
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Miasha Rivas, Clerk of the Board