

LAKE COUNTY FIRE PROTECTION DISTRICT

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Board of Directors Regular Meeting

March 24, 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 Dean, Director Fults, Director Loustalot, Director Moore, Director Watson (1730 Via GoToMeetings, 1743 left the meeting, 1750 arrived in-person), Chairperson Snyder.

Employees present: Fire Chief Sapeta, Fire Marshal Smith, Financial Analyst Rivas.

Others present: Bruno Sabatier via GoToMeetings.

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 February 24, 2021 regular meeting. Chairperson Snyder seconded the motion. Director Moore appreciates condolences and wants an amendment to the minutes. Chairperson Snyder won't transcribe the minutes but will make an amendment if Director Moore specifies the verbiage.
Motion passed.
Ayes: 6
Noes: 0
Absent: 0
- Director Loustalot made a motion to approve the warrant register and pay the bills for February 2021. Director Fults seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 0

Chief's Report:

- Fire Chief Sapeta provided an update on the recent calls for service which have been increasing in the Cache Creek Apartment area. There has also been an increase in calls for the homeless.
- Fire Chief Sapeta provided an update on COVID-19. There has been an increase in cases again. Vaccinations are important to get business back to normal. The District has been highly involved with COVID efforts.

- Fire Chief Sapeta provided an update on the LCFCA meeting. They are preparing for the upcoming fire season.
- Fire Chief Sapeta reported that he should have done more public notice regarding the Anderson Marsh fire. The County wouldn't issue a Nixel. The Fire Chiefs are now looking at their own Nixel account for general information only.
- Fire Chief Sapeta reported that the new Engine 7021 should be delivered close to the middle or end of April.
- Fire Chief Sapeta reported that the new water tender through the AFG grant should be delivered by the end of August.
- Fire Chief Sapeta reported that the new Fire Chief truck should be here in a few weeks.
- Fire Chief Sapeta provided an update on the current recruiting status. There are 2 more personnel in backgrounds. Firefighter Rasmussen resigned to work in Marin, but would like to come back and do some LT work to maintain his skills and experience.
- Fire Chief Sapeta provided an update on the IFT/Priority One program. He has a meeting with Dr. Pace and the Fire Chiefs regarding the program.
- Fire Chief Sapeta provided an update on the Station 65 office. The floors look good. There's new paint on the interior and exterior walls. Fire Marshal Smith met with the Sheriff's Office to go over their space.
- Fire Chief Sapeta reported that he met with the PG&E fire crews. They have a total of 40 type 6 engines for PG&E infrastructure protection.
- Fire Chief Sapeta provided an outlook on fire season. Water levels are really low. It's going to be an early fire season. Fires will have a high probability of spread.

Fire Marshal's Report:

- Fire Marshal Smith reported that EMT Lancaster conducted some vegetation abatement inspections within City limits. She did 25 inspections with about 80% failing. She will be able to do reinspections in about 30 days. Hopefully this will be a jumpstart before fire season. Her goal is to ensure that our volunteers are trained, as well as, educated with additional information for the public.
- Fire Marshal Smith reported that there has been an influx of building plans coming in for review. There is a proposed project for an apartment complex located behind Meadowood. This project is supposed to house 100 plus units. There has been a good mixture of residential and commercial building plans.
- Fire Marshal Smith reported that he needs to generate a findings report based off of geological, topography and climate information for the District's Fire Ordinance.
- Fire Marshal Smith reported that he met with the new Fire Marshal for the County and also Code Enforcement which resulted in red tagging unpermitted projects in Lower Lake.

Chaplain's Report:

- None.

Volunteer Association Input and Comments:

- None.

Employee Input and Comments:

- None.

Communications:

- Director Watson made a motion to waive the reading of Smith & Newell – Communication with those Charged with Governance at the Conclusion of the Audit.
Chairperson Snyder seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 0
- Director Watson made a motion to waive the reading of Smith & Newell – Independent Auditor's report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with government auditing standards.
Director Loustalot seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 0

AD HOC Committee Reports:

- Staff Turnover Analysis – Director Fults reported that for them to move forward they are going to need some data related to salaries, benefits and work loads of other Districts. Director Fults questioned if exit interviews were happening at the time the staff were leaving. Fire Chief Sapeta responded that he was doing exit interviews, and the problem is that they are making double or triple the amount of salaries in different areas. There isn't any education in close proximity to the District, and a lot of the time the spouses don't want to live in the area. Chairperson Snyder would like to give this a little more thought before they dissolve the committee.
- Safety MOU Amendment – Director Watson reported that she and Director Fults are waiting to hear from the Union.

Regular Agenda Items:

- Chairperson Snyder made a motion to accept the letter of resignation from Director Spriet with regrets and directs the Clerk of the Board to post the vacancy.
Director Moore seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 0
- Chairperson Snyder, Director Watson, and Director Loustalot were appointed to the 2021/2022 Budget ad hoc committee.
- The Board reviewed the Tax Defaulted Properties for the public auction to be held by the County of Lake June 5-8, 2021 and determined there were no objections.
- Director Watson made a motion to table items D-P until April, with all edits to Financial Analyst Rivas no later than April 10, 2021.
Director Snyder seconded the motion.
Motion passed.
Ayes: 6
Noes: 0
Absent: 0

Old Business:

- None.

New Business:

- Director Watson apologized for getting upset at last month's meeting, but she still feels passionate about the topic. Chairperson Snyder will continue to follow Public Health and CDC guidelines. In regards to remote and in-person Board meetings, the Board needs to ask permission from the Association to use the Association room for meetings.
- Financial Analyst Rivas will look into a contract with NBS, to assess the parcels in the District for Direct Charges.
- The Board chose to remove former Director Thomas and add Chairperson Snyder as a signer to the bank accounts. The Board is going to research looking into changing banking institutions to a bank with more branches in the County, possibly Redwood Credit Union or West America.

Closed Session:

- The Board convened into closed session at 1849 hours.
- The Board reconvened from closed session at 1907 hours.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for Public Employee Performance Evaluation. Title: Paramedic. No action was taken.
- As per Government Code Sec. 54957, the Board of Directors met in closed session for Public Employee Discipline/Dismissal/Release. Chairperson Snyder recused herself due to representing the employee's former spouse. No action was taken.
- As per Government Code Sec. 54956.9(d)(1) for conference with legal counsel – Existing litigation for case#CV419687 and CV419351.
Director Watson made a motion to accept the settlement.
Director Moore seconded the motion.
Motion passed. (In open session)
Ayes: 6
Noes: 0
Absent: 0
- As per Government Code Sec. 54957, the Board of Directors met in closed session for the Public Employee Performance Evaluation. Title: Fire Chief. No action taken

Good of the Order:

- Director Watson would like to have a discussion about increasing Board compensation for April's agenda.
- Director Watson would like County Counsel to advise the Board regarding Brown act and serial meetings.
- Director Moore wanted clarification on the meeting times. Meetings will be held at 1600 hours except in March and August where it will be held in Lower Lake at 1730 hours.

Adjournment:

- The regular meeting of the Board of Directors adjourned at 1911 hours.

Attest:



Miasha Rivas, Clerk of the Board