

# LAKE COUNTY FIRE PROTECTION DISTRICT

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

## Board of Directors Regular Meeting

November 20, 2019  
14815 Olympic Drive  
Clearlake, CA 95422  
1600 Hours

Chairperson Watson called the meeting to order at 1610 hours.

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

Employees present: Chief Sapeta, Financial Analyst Rivas, Finance Assistant Nutting, BC Diener, Captain Deakins, and Firefighter Smith.

Others present: Member at Large Adam Clanton.

### **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 October 23, 2019 regular meeting. Director Dean 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 October 2019. Director Fults seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1

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

- Chief Sapeta reported that there are no volunteers present to provide an update.
- Chief Sapeta reported on recent fire and medical calls at Safeway, 2<sup>nd</sup> Street, Konocti View, Filmore, the Water Park, 30<sup>th</sup> Ave, 29<sup>th</sup> Ave, and in the Northshore Fire District.

- Chief Sapeta reported that the OES Fire workshop was held on 11/14/2019. The State is giving more control of prepositioned units to the local level to accomplish more. Along with the prepositioned strike team, the opportunity to upstaff our own strike team may be an option in the future for in county, and we would "unable to fill" for out of county.
- Chief Sapeta reported that Enloe Ambulance service is down to 1 ambulance for Colusa County. Chief Gilbert reached out to Chief Ciancio to provide mutual aid as needed all the way down to the western part of Colusa County. This means that Northshore may be responding to vehicle accidents, while Station 70 covers Station 75. Chief Gilbert is in the process of contacting AMR to try to get another ambulance service for the county.
- Chief Sapeta reported that a contract with Vertical Bridge for the cell tower may be ready by the next meeting.
- Chief Sapeta reported that the Great Shake Out table top exercise occurred on 10/18/19.
- Chief Sapeta reported that the Konocti Unified School District is working on all the mitigation for the Lower Lake High School fire alarm system. The next step is to verify the Burns Valley School alarm system and maps are up to date.
- Chief Sapeta reported that he gave a presentation on a little bit of everything at the Judges breakfast on 11/07/2019.
- Chief Sapeta reported that he continues to work on the tactical interoperable communications plan. The plan is to have one bank of frequencies for all agencies with which to communicate. Currently, CALCORD is the only channel available to all agencies.
- Chief Sapeta reported that the Christmas parade in Lower Lake is scheduled for Friday 12/06/2019, and the Lakeshore Lions Parade in Clearlake is scheduled for Saturday 12/07/2019.
- Chief Sapeta reported that he attended the annual flag lowering on 11/12/2019.
- Chief Sapeta reported that there is an ongoing problem on Ogulin Canyon Rd where the Ag Commissioner has approved cannabis operations.

**Volunteer Association Input and Comments:**

- None

**Employee Input and Comments:**

- None

**Communications:**

- None

**AD HOC Committee Reports:**

- Station 70 CIP – None
- Station 65 Remodel – None
- District Reorganization – Director Snyder reported that they met with Chief Sapeta. The plan calls for the creation of a 40 hour Fire Marshal position. A Fire Marshal position is required by law and if staffed correctly and regularly, is a position that generates revenue. Chief Sapeta reported that the next step is to get approval to establish the positions of the EMS Liaison/Paramedic and Fire Marshal/Paramedic. Where each position will be stationed, Station 65 or Station 70, is still up for negotiations.

- 2019/2020 MOU Negotiations – Chairperson Watson reported that negotiations are ongoing. There was an introductory meeting held on Wednesday, October 30<sup>th</sup> with a Union negotiation group. There are other meetings scheduled out for the next month or so with ground rules and limits for the meetings.
- Lexipol Policy Manual – Chairperson Watson reported that she is still reviewing the manual and now has the time to work on this.
- ECC Dispatch – Director Snyder reported that the committee met with Chief Sapeta last week. Director Snyder drafted a letter as a proposed form of communication. Documentation of dispatch errors must happen to prove safety issues exists. The Board is limited in its actions until the documentation supports the safety issues.

**Regular Agenda Items:**

- Director Snyder made a motion to adopt Resolution 19-1101 Appropriating Reserves/Designations for the Ground Emergency Medical Transport Quality Assurance Fees in the amount of \$15,277. Director Dean seconded the motion.  
Motion passed by roll call vote.  
Ayes: Dean, Fults, Meisenbach, Moore, Snyder, Watson  
Noes: None  
Absent: Spriet
- Director Fults made a motion to adopt the California State University, Sacramento Student Placement Agreement for Educational and/or Field Education Experience in a Prehospital/EMT/Paramedic Program and approve the Fire Chief to sign. Director Moore seconded the motion.  
Motion passed.  
Ayes: 6  
Noes: 0  
Absent: 1

**Old Business:**

- None

**New Business:**

- Director Meisenbach reported that there is a dire need for equipment which is required and needed for this district. He also requested an AD HOC committee be formed for the replacement of aging equipment. Among being part of the aging fleet, WT-7011 has not been dispatched due to staffing shortage. After a short discussion of funding options, the 2019/2020 Fleet Replacement AD HOC committee was created. The members for this AD HOC committee are Director Meisenbach and Director Spriet.
- Chief Sapeta reported that Station 65 is being assessed for a generator. Funding avenues for this generator is being researched.

**Closed Session:**

- The Board convened into closed session at 1651 hours.
- The Board reconvened from closed session at 1701 hours.
- The Board took no action and directed staff to prepare a resolution for next month's meeting.

**Good of the Order:**

- Chairperson Watson thanked Chief Sapeta for a good job on all the fires and issues that were dealt with this last month. Director Snyder extended the praise to all staff.

- Member at Large Adam Clanton reported that the kids Christmas party will be held on 12/14/2019.
- Chairperson Watson expressed a Happy Thanksgiving.

**Adjournment:**

- The regular meeting of the Board of Directors adjourned at 1705 hours.

**Attest:**

  
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Miasha Rivas, Clerk of the Board