



# NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

## Regular Board of Directors' Meeting

Thursday, September 19, 2024

Geyserville Fire Station – 20975 Geyserville Ave, Geyserville, CA

### 1. Opening Greeting

**a. Meeting called to order by President Scott Newman**

**b. Pledge of Allegiance**

**c. Roll Call**

- Rob Stewart, Larry Heiges, Scott Newman, Pat Abercrombie, Fred Peterson

**a. Approval of the agenda**

### 2. Public Discussion

- The public is welcomed and encouraged to address the Board at this time on matters not on the agenda. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the agenda unless it determines that an emergency exists or the need to take action arose after the posting of the agenda. This period will be limited to thirty minutes and individual speakers will be limited to five minutes.

### 3. Old Business

- This time is set aside for continued discussion and possible action on any issue held over from the last meeting.

**a. Strategic Planning**

- The Board will receive an update from the Strategic Planning Ad Hoc Committee and discuss logistics for ongoing updates.
- The Board will discuss establishment of a Master Plan.

## **b. District Collaboration Updates**

- i. Meeting with Sonoma County Winegrowers President and CEO Karissa Kruse*
- ii. Communications*

## **c. Measure H Planning**

- i. The Board will discuss the status of legal representation.*
- ii. The Measure H Vegetation Management Ad Hoc Committee will provide an update.*

## **d. Facilities Planning Updates**

- i. Geyserville Fire Station remodel*
- ii. Alexander Valley Fire Station remodel*
- iii. East District Fire Station*

## **e. Board Development**

- Assembly of Board of Director's Handbook.

## **f. Risk Management**

- Update regarding the status of Ben Fay's review.

## **g. Fiscal Year 2024/2025 Budget**

- Treasurer's Budget Report
- Michael Pigoni will present the latest version of the 2024/2025 budget to the board for approval.

## **4. New Business:**

- Presentation and discussion of new issues brought before the Board or continued discussion of issues not on the previous month's agenda.

### **a. Prop 4 Resolution**

- Review and adoption of Resolution 2024-2025-0919-01 Adopting the Proposition 4 Appropriation Limit for the Fiscal Year 2024/2025.

### **b. Discussion and Approval of New Grants**

- i. Review and approval of Resolution 2024-2025-0919-02 Approving the Department of Forestry and Fire Protection Agreement #7GF24310.*
  - 1) Authorize a Board Member or District Employee to sign Grant Agreement.
  - 2) Approve and sign Board Resolution.
  - 3) Authorize Anneke Turbeville to complete and sign AD-1048 Form.
  - 4) Authorize spending \$12,330 from Account 52021.
- ii. Office of Traffic Safety: Crash Response and Extrication Improvement Program*
  - 1) Authorize Marshall Turbeville to sign Grant Agreement as Grant Director.
  - 2) Authorize Scott Newman to sign Grant Agreement as Authorizing Official.
  - 3) Authorize Ashlee Romero to sign Grant Agreement as Fiscal Official.
  - 4) Authorize spending \$91,002 from Account 52141.

### **c. Tax Share Agreement (Request from Cloverdale Fire Protection District)**

- Discussion of proposal from Carol Pigoni and Jason Jenkins to memorialize a tax share agreement with the Cloverdale Fire Protection District.
- i. Assign Directors Fred Peterson and Rob Stewart to provide a written response to be discussed at the October Board meeting to include:*
  - 1) Request to meet regarding tax sharing.
  - 2) Request for increased collaboration and coordination including the hiring of additional personnel to be assigned to the Geyserville Fire Station and/or future second staffed station.
  - 3) Discuss JPA renewal. The current JPA is set to expire in 2025.
- ii. Authorize consulting with legal counsel if deemed necessary.*

### **d. Policies**

- i. Presentation of Policy Committee Staff Report*
  - No action needed.
- ii. Introduction of the following policies to be approved at the next Board meeting:*
  - 200 (Emergency Action Plan)
  - 209 (Post Incident Analysis)
  - 214 (Petty Cash Management)
  - 308 (Response Time Standards)
  - 309 (Aircraft Response)
  - 333 (Earthquake Response)
  - 334 (Volunteer Program)
  - 335 (Chaplains)
  - 616 (Training Records)
  - 1002 (Promotions and Transfers)
  - 1003 (Position Descriptions)
  - 1004 (Classification Specifications)
  - 1005 (Career Tracks)
  - 1013 (Personal Projects on Duty)
  - 1015 (Outside Employment)
  - 1021 (Grievance Procedure)
  - 1022 (Critical Incident Stress Debriefing)
  - 1030 (On-Duty Injuries)
  - 1107 (Standardization of Station Files)

## **5. Minutes**

- Review and approval of the August 15, 2024, regular meeting minutes.

## **6. Financial Report**

- Presentation by the board Treasurer on the past month's income and expenditures.

## **7. Consent Calendar**

### **a. Approval of the August/September bills to be paid.**

### **b. Approval of policies introduced at the August board meeting:**

- 601 (AED Training)
- 617 (Firefighter Health and Safety)

- 712 (Social Media)
- 909 (Health and Safety Officer)
- 912 (Ground Ladder Testing)
- 918 (Roadway Incident Safety)
- 1037 (HIPAA Release)
- 1105 (Fire Detection Systems)

## 8. Chief's Report

- Review and questions regarding the Chief's monthly report and any verbal updates on the status of the district and matters pertaining to the operation of the Department.

## 9. Correspondence

- This time is set aside to read any letters or related correspondence to district business.

## 10. Good of the Order

- This time is set aside for announcements of any events that may be of interest to district board members or personnel.

## 11. Adjournment of the Meeting

- Set date and time of next meeting.