



# Lakeport Fire Protection District

445 N. Main Street Lakeport, CA 95453 - (707) 263-4396

*Any person may speak for 3 minutes on any agenda item; however, total public input per item is not to exceed 15 minutes, unless extended at the discretion of the Board. This rule does not apply to public hearings. Non timed items may be taken up at any unspecified time. The public is allowed to comment before any action is taken by the Board on any specific issue.*

\*\*\*\*\*

*Agenda of public meetings and supporting documents are available for public inspection in the Fire District Office, Lakeport Station, 445 N. Main Street California.*

\*\*\*\*\*

***REQUEST FOR DISABILITY – RELATED MODIFICATION OR ACCOMMODATION:** A request for a disability-related modification or accommodation necessary to participate in the Board of Directors’ meeting should be made in writing to the Clerk of the Board at least 48 hours prior to the meeting.*

## **BOARD OF DIRECTORS' REGULAR MEETING** 5:00 P.M., May 14, 2019, Lakeport Fire Station

### **MINUTES**

#### **NON-TIMED ITEMS**

##### **A. OPEN MEETING:**

- A1. *Chairman Whitehead called the meeting to order at 5:00 pm.*
- A2. *Interim Chief Bergem led the Pledge of Allegiance.*
- A3. *Present: Chairman Whitehead, Vice Chairman Williams, Directors Gabe and Flora.  
ABSENT: Director Davidson.*
- A4. *Mandi Huff administered the Oath of Office to new Office Assistant Nichole Bridges.*

##### **B. CONSENT CALENDAR:**

**FLORA/WILLIAMS MOTIONED** to approve all consent calendar items as presented/submitted.  
**AYES:** Director Gabe, Director Flora, Vice Chairman Williams, and Chairman Whitehead.  
**NOES:** None. **MOTION CARRIED.**

##### **C. CITIZENS' INPUT:**

*There was no citizen’s input.*

##### **D. COMMUNICATIONS:**

###### **D1. Reports:**

###### **D1.1. Chief's Report:**

*Interim Chief Bergem reported that Linda’s last day was April 30<sup>th</sup> and she worked hard the entire month training Mandi and Nichole who are off and running handling everything in the office. Nichole is working on ambulance billing specifically.*

*Andrew Bergem’s last day was May 13<sup>th</sup>, he has taken a position with Sac Metro Fire and will remain a volunteer when available.*

*Jordan Mills was offered the vacant position and accepted the position. His start date will be June 3<sup>rd</sup>. He has completed Medic school and will be doing his internship with Spencer*

*Johnson. In order to accommodate this Spencer has been moved to B shift with Dan Kane and Jordan will be on A shift with Odell Landers.*

*GRANTS: Hoping to hear status of SAFER Grant in early July. For FEMA Grants they require NFIRS reporting to be up to date and we are now completely up to date with our incident reporting and have been submitted to FEMA.*

*CAL FIRE Volunteer Assistance Grant is being pursued to purchase structure gear for the volunteers. The last grant was used to purchase wildland gear and all volunteers are in compliance with this gear. The goal is to purchase 10 sets of gear which should run around \$30,000.00 dollar. Should the district get this grant they would have to come up with half the funds (\$15,000.00). The gear has a service life of 10 years.*

*PREVENTION: Plan Reviews: Interim Chief Bergem has reviewed cannabis, day care, and residential plans this month.*

*RUN REPORT: No major incidents this month. There were 220 runs in April and 93 so far in May. There was a structure fire this afternoon on Highland Springs Road and was extinguished by Chief 500 and Kelseyville. The medic unit was at the hospital, however the water tender did make it to scene with volunteers.*

*Meetings: Senator McGuire paid a visit to the station last month in honor of Lakeport Fires 125 years as a fire district. Interim Chief Bergem attended both the County Community Risk Reduction and Lakeport Hazard Mitigation meetings this month and they are both still hard at work on plans.*

#### D1.2. Financial Report:

*Mandi gave a report on deposits for the month of April and stated all her other reports were related to other items on the agenda, therefore she would report as these items were reached throughout the meeting.*

#### D1.3. Volunteer Firefighters' Association Report:

*Paul Bergem reported they had several catering events last month and a few upcoming. They will be Bar-B-Queuing for Memorial Day and would like to do a celebration for the 125 year anniversary hopefully at the end of June. They have been keeping on training preparing for wildland season which is right around the corner.*

#### D1.4. Professional Firefighters' Report:

*Spencer Johnson reported ongoing issues with CAL FIRE dispatch. He stated he and other full time personnel have had issues for the past year. Chairman Whitehead and Interim Chief Bergem asked full time staff to keep a list of issues that can be addresses at the next chiefs meeting. Spencer also mentioned that the full time staff's hope with IGT and GEMT funds coming in that this will help bring back staffing with wildland season on the horizon. He also stated that they had done some rescue training with Henry 1 this past month (Sonoma County Sherriff's helicopter)*

#### D1.5. City Council Representative's Report:

*Bill Gabe is the Fire District's representative at City Council meetings and he reported TESLA is installing charging stations around the city some of which will be charged with solar power. Officer Debolt received a commendation for reducing drunk driving. He stated we need to watch for 5G towers coming into the area for better cell phone reception.*

#### D2. Directors' Activity Report:

*The Directors had nothing to report.*

### **TIMED ITEMS**

#### **E. REGULAR ITEM:**

**E1. Resolution No. 1819-17, A Resolution establishing and appropriating funds from**

unreserved/designated medical services and equipment for fiscal year 18-19 end of year wages salaries and benefits.

*Mandi informed the board that she submitted Resolution 1819-17 with some verbiage revisions.*

Corrected verbiage: A Resolution establishing and appropriating funds from unreserved/designated equipment for fiscal year 18-19 end of year wages salaries and Retirement.

**FLORA/WILLIAMS MOTIONED** to cancel \$200,000.00 in reserves to get through the end of this fiscal year. **AYES:** Director Gabe, Director Flora, Vice Chairman Williams, and Chairman Whitehead. **NOES:** None. **MOTION CARRIED.**

E2. Discussion on upcoming dispatch contract with CAL FIRE:

*Interim Chief Bergem attended the dispatch meeting at Kelseyville Fire this afternoon. He let the chiefs know Lakeport is looking into other dispatch options. He would like to see staff keep a list on ongoing issues to be brought up at the next chief's meeting. The contract with CAL FIRE is through June of 2020 and should Lakeport wish to get out of this contract they would need to submit a letter stating so before July 1<sup>st</sup> of this year. Director Flora stated we could make a case for financial hardship should the district wish to get out of the contract sooner, however he feels we should only move should with other districts do so and prior to any decision we need to document any CAL FIRE issues and give them a chance to resolve them.. Interim Chief Bergem stated Chief Sepada of Lake County Fire is looking into the CAL FIRE invoices, rate per call, call volume, and other variables for the contract. Battalion Chief Brian York, Chief of the Emergency Command Center (ECC) for CAL FIRE was in attendance at the dispatch meeting and stated CAL FIRE is willing to work with the Lake County Fire Districts on issues. Interim Chief Bergem had a meeting with Sheriff Martin who would be happy to take back dispatch for Lakeport Fire. Chairman Whitehead inquired as to what the previous issues were when the Sheriff dispatched for Lakeport and to see if those had been resolved before a decision is made to switch back. There was much discussion regarding issues with Sheriff and CAL FIRE dispatch. It was decided lists need to be made for pros and cons of both agencies so it can be brought up at the next chief's meeting and discussed.*

E3. Consideration for uniform allowance for the new Administrative Assistant:

**FLORA/WILLIAMS MOTIONED** to authorize Interim Chief Bergem to purchase work apparel for the new Administrative Assistant in an amount at his discretion. **AYES:** Director Gabe, Director Flora, Vice Chairman Williams, and Chairman Whitehead. **NOES:** None. **MOTION CARRIED.**

E4. (Tabled) Report, discussion, and possible action on selling the Finley Station (Station #51) :

*Interim Chief Bergem reported since Measure M looks hopeful to pass this item can once again be tabled until the next meeting. Chairman Whitehead stated once again how he was against the sale of the station for many reason. Director Flora stated that even with the potential passing of Measure M having 3 stations with only one of which that is operational should be looked into.*

E5. Discussion on units of benefit for Measure M:

*Chairman Whitehead posed the questions as to if there was any way to consider parcels who may feel unfairly taxed with the new measure taking affect. There was some discussion and it was stated by Director Flora that in order to change anything significantly in the details of the measure it would have to be another measure put to a vote. Director Flora did mention, however, the district could review special circumstances on a case by case basis.*

E6. Report, discussion, and possible action on the 19-20 recommended budget.

*Mandi suggested removing the budget line item for IGT funds and simply pulling from reserves since a portion of IGT money has to be deposited back into reserves anyway. Director Flora stated he needs to meet with Mandi because even though the prelim budget is looking good*

there are still a few things unaccounted for and adjustments to be made before the June meeting.

- E7. Report, discussion, and possible action on the GEMT invoices received totaling \$24,548.79.

Mandi explained the process of how these new invoices are generated. They are based on medical runs paid for by medicare and medical. A form is submitted to the districts billing company to pull this data and sent back to the district. Ground Emergency Medical Transport (GEMT) then sends an email requesting this data, data is entered into the online portal, and an invoice is generated. This comes from a senate bill recently passed by Governor Newsome and so far invoice has been received for all four quarters of 2018.

**FLORA/WILLIAMS MOTIONED** to authorize payment of these invoices this fiscal year. **AYES:** Director Gabe, Director Flora, Vice Chairman Williams, and Chairman Whitehead. **NOES:** None. **MOTION CARRIED.**

- E8. Report, discussion, and possible action on outside organizations using the boardroom for meetings at Station 50.

Interim Chief Bergem brought to the attention of the directors some issues that have been occurring with outside groups using Station 50's boardroom. The district has provided this the boardroom free of charge as a service to the community. Staff has been noticing more groups leave the boardroom in disarray and have damaged the facility or left doors open when they left and staff was gone on calls. This is a liability and security issue. There was some discussion on specifics and it was decided to create a form to have each organization sign outlining what the district expects in regards to treatment and security of the station to start. The district can look into charging and asking for liability insurance for these organizations should these issues persist.

F. MEETING ADJOURN

**MEETING ADJOURNED** at 6:29 pm.

Respectfully submitted, \_\_\_\_\_  
MANDI HUFF  
Board Clerk

READ AND APPROVED: \_\_\_\_\_  
RANDY WILLIAMS  
Board Vice-Chairman, Board of Directors