

**LAKEPORT FIRE PROTECTION DISTRICT
445 NORTH MAIN STREET
LAKEPORT, CA 95453
REGULAR MEETING MINUTES OF JUNE 14, 2016**

CALL TO ORDER: Chairman Whitehead called the meeting to order at 5:00 p.m.

Pledge of Allegiance:

Roll Call: Present—Chairman Whitehead, Directors Williams, Mills and Davidson; Vice Chairman Whipple was absent.

AGENDA, CLAIMS AND MINUTES: The June 14, 2016 agenda and claims were approved as submitted; the minutes of May 10, 2016 Regular Meeting were approved as submitted.

PETTY CASH CLAIMS: There were no Petty Cash Claims submitted.

CORRESPONDENCE: The Administrative Assistant shared with the Board that the District received a letter from Sheriff, Brian Martin thanking for the District for their support during the procession and memorial service for Lake County Deputy Sheriff Jake Steely.

CHIEF'S REPORT: Chief Hutchison reported that he has been attending numerous meetings; there was a 16 acre fire by Sutter Lakeside Hospital on June 7th; Kelseyville and Northshore Fire responded mutual aid along with Cal Fire; there was a conference call that followed the fire incident clarifying the fire responsibility area and communication issues; Station 50 personnel responded to a tragic MVA on June 5th; personnel are being offered stress management and further critical incident assistance; on June 22nd there will be a staff meeting; a questionnaire has been handed out for fulltime personnel to complete to help acquire feedback about the District's strengths, weaknesses and needed improvements; the District is waiting for Reach on the membership drive.

ADMINISTRATIVE ASSISTANT'S REPORT: The Administrative Assistant reported she has a business card draft for each of the Directors to approve; weed abatement complaints and follow up letters continue; ambulance billing "fix its" continue, she recently completed a Calif. Fire Assistance Agreement, Appropriation Limitations calculations; Holiday Pay, Resolutions; and she announced Chief Hutchison's 2 year anniversary was on June 10th.

BOARD OF DIRECTORS REPORT: Director Mills reported he has been re-elected to LAFCO.

VOLUNTEER FIREFIGHTER'S REPORT: Firefighter Andrew Bergem reported the 2016 dinner Dance and Auction is on Oct. 22nd; the Chief also mentioned that the Volunteers donated \$25,000.00 towards the purchase of a Bauer breathing air compressor for the District which will replace the air truck (the truck and compressor will be surplus); the funds for that donation came from the Dinner, Dance and Auction proceeds; Director Mills mentioned that he had heard funds are available to train Peer Counselor's for Critical Incident Counseling.

OLD BUSINESS:

Discussion on the status and future of the Larrecou property: Chief Hutchison reported there was no information to report.

Status update on Engine 5011: Chief Hutchison reported that Engine 5011 was back at Station 50 and the 1992 Pierce Pumper has been lettered and is being worked on at Golden State Emergency Vehicle Services; the "old" E5011 (1991 Seagrave) will now be Engine 5211.

NEW BUSINESS:

Nomination of Chairman and Vice Chairman to the Lakeport Fire Protection District's Board for the Fiscal Year 2016-2017: Discussion was made by the Board with Director Davidson nominating John Whitehead as Chairman and Bill Whipple as Vice Chairman and for the 2016-2017 Fiscal Year; a second to the motion was made by Director Mills; the motion was unanimously approved by the 4 Board Members in attendance; Vice Chairman Whipple was absent.

Discussion and possible action on the District's participation in the IGT Program: Chief Hutchison reported the participation in the IGT program was the same process as last year; if the Board agrees with the participation the approximate net would be \$94,000.00 over the contributed amount; the length of revenue return is approximately 12 weeks; the Board directed the Chief to participate in the IGT Program.

Discussion and possible action on contracting with AMR: Chief Hutchison reported there are 2 pieces to the AMR operating contract: 1) AMR would be the network provider for Sutter Lakeside Hospital transports 2) the building of a transport center which would track the units for Lake Co., each ambulance would have a "Galaxy Note" which is a GPS, phone and MDT device which acts as a timestamp and is a good tracking device; the cost for the County is approximately \$10,000.00 which would be split between participating agencies (the splitting process is yet to be discussed); a motion was made by Director Davidson with a second to the motion by Director Williams to approve the District entering into the AMR contract; the motion was passed unanimously by the 4 present Board Members in attendance; Vice Chairman Whipple was absent.

Discussion and action on Resolution 1516-18; a Resolution Establishing the Fiscal Year 2016-2017 Appropriations Limitations: Chief Hutchison introduced Resolution 1516-18; after the Board reviewed the appropriation calculations a motion was made by Director Mills with a second to the motion by Director Williams; Resolution 1516-18 was passed unanimously by the 4 present Board Members in attendance; Vice Chairman Whipple was absent.

Discussion and possible action of Resolution 1516-19; a Resolution canceling Reserves/Equipment Replacement Funds to complete the "in service" process of the 1992 Pierce Pumper: Chief Hutchison discussed with the Board the need to cancel \$13,000.00 from the Reserves/Equipment Replacement Fund for the completion of putting the Pierce pumper in service; a motion was made by Director Davidson with a second to the motion by Director Williams; the motion was passed unanimously by the 4 present Board Members in attendance; Vice Chairman Whipple was absent.

Discussion and action on Resolution 1516-20: a Resolution appropriating unanticipated revenue to an Expenditure Account for the purchase of a breathing air compressor: Chief Hutchison reported that Resolution 1516-20 is a Resolution to appropriate unanticipated revenue to an Expenditure Account for the purchase of a breathing air compressor; the revenue was a donation of \$25,000.00 from the Lakeport Volunteers; the unanticipated revenue the purchase and needed to be moved from the revenue account to an expenditure account; a motion was made by Director Mills with a second to the motion by Director Davidson; the motion was passed unanimously by the 4 present Board Members in attendance; Vice Chairman Whipple was absent.

OTHER BUSINESS:

The Board discussed the City/District weed abatement; Mayor Spillman mentioned he will get a response on the allowance of training burns in the City limits.

AGENDA ITEMS FOR NEXT MEETING

- a) Report and discussion on E5011.
- b) Report on the 4th of July Holiday.

ADJOURNMENT: The Meeting was adjourned at 5:35 pm.

Chairman, John Whitehead

Respectfully submitted,

Linda K. Buckner
Administrative Assistant