



LAKEPORT FIRE PROTECTION DISTRICT

445 North Main Street, Lakeport, CA 95453
Telephone: (707) 263-4396 Fax: (707) 262-1283
Web Site: www.lakeportfire.com



BOARD OF DIRECTORS SPECIAL MEETING MINUTES

October 11, 2022 5:00 P.M.
Lakeport Fire Protection District
445 N. Main Street, Lakeport, CA 95453

A. Call to Order at 5:00 PM

- A1. Pledge of Allegiance led by Chair Gabe
- A2. Roll Call

Chair Gabe X, Vice-Chair Lucas X, Director Brown X, Director Flora X and Director Whitehead X

Staff Present: Interim Chief Dan Grebil and Admin Ray Lavelle

At this time, the chair moved to a closed session, Item G.

B. Consent Calendar

- B1. Motion to Approve October 11, 2022, Regular Meeting Agenda (GC §54954.2)
- B2. Motion to approve September 13, 2022, Regular Meeting Minutes
- B3. Motion to approve September 27, 2022, Special Meeting Minutes
- B4. Motion to approve September Warrants/Expenditures with CalCard details
- B5. Motion to approve Payroll for the pay periods ending September 15 and September 30, 2022
- B6. Motion to approve receipt of the June 30, 2022, GASB 75 (OPEB) Disclosure

Director Whitehead asked for a correction to the September 13, 2022 minutes, Section E4, in which the Honorable Michael Lunas was referred to as Michael Lucas. Director Flora moved, and Director Brown seconded the motion, to approve the Consent Calendar items as presented with the correction noted by Director Whitehead.

Ayes: Brown, Flora, Lucas, Whitehead, Gabe

Noes:

Absent:

Motion Passes

C. Public Comment (GC §54954.3)

Any person may speak for three minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda.

None given.

D. Reports – Information/Discussion

D1. Interim Fire Chief, Administration/Finance and Captains Reports

- a. Fiscal Year to Date Budget Report
- b. Incident Log for September 2022

The September Incident Log report submitted is missing some calls due to a different captain than usual pulling the report data. Interim Chief Grebil provided the out-of-area incident report requested by Director Whitehead in previous meetings. The report noted that LFPD has provided assistance to other fire districts 208 times since the first of this year, and has received the assistance of other fire districts 113 times since the first of this year.

- c. Fleet Mileage/Hours/Service Report for September 2022

D2. Professional Firefighters Association – Teamsters Local #856 Report

Nothing to report.

D3. Volunteer Firefighters Association Report

The volunteer association had a hot dog eating contest as a fundraiser and is also participating in a haunted house as a fundraiser as well. Volunteers also attended Lakeport's National Night Out event.

D4. City Council Representative's Report

City Council member Green reported that the County has begun the process to establish a Community Wildfire Protection Plan.

D5. Directors Activity Report

It was noted that Fire Prevention Week is Oct 9 – 15 and that there is a "Heroes for Health" event this Saturday from 10:00 – 3:00. Director Lucas reported that he is working on a "how to" manual re: grant writing and Director Flora announced he will not be seeking re-appointment after his term ends on December 31, 2022.

E. Action Items

- E1. Report, discussion, and possible action regarding the purchase authorization of a Ladder Truck/Quint

The Apparatus Committee presented various options for replacing the ladder truck. Following a discussion, the board decided to table this item until the new chief has had an opportunity to offer his insight after he starts at LFPD.

- E2. Report, discussion, and possible action regarding the adoption of a Board Policy Manual

The distributed draft of the policy manual has been reviewed and approved by legal counsel. Director Whitehead noted that there were still some small changes to be made and he will work with Admin Lavelle on getting those made. The board decided to table this item until the new chief has had an opportunity to offer his insight after he starts at LFPD.

- E3. Report, discussion and possible action on approving an employment agreement for the position of Fire Chief

The board members thanked Interim Chief Grebil for his invaluable service to the District over the last 5 months. Director Flora moved, and Director Whitehead seconded the motion, to approve the employment contract for Patrick Reitz, as presented, and to authorize the Chair to sign the employment agreement on the board's behalf.

Ayes: Brown, Flora, Lucas, Whitehead, Gabe

Noes:

Absent:

Motion Passes

F. Request for Future Agenda Items

G. Closed Session (GC §54957.7)

The Board went into Closed Session at 5:03 pm for the purposes listed below:

G1. Public Employment – Title: Fire Chief (GC §54957)

G2. Conference with Labor Negotiators: (GC §54957.6)

Agency Designated Representatives: Directors Brown and Flora

Unrepresented Employee: Fire Chief

G3. Public Employment – Title: Interim Fire Chief
(GC §54957)

H. Open Session

The Board reconvened into Open Session at 5:10 pm and reported that no decisions were made nor were any reportable actions taken.

I. Adjournment

Chair Gabe adjourned the meeting at 6:13 PM.

Respectfully Submitted: _____

Ray Lavelle, Board Clerk

Read and Approved: _____

William Gabe, Board Chairman

DRAFT