



# Lakeport Fire Protection District

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

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*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.*

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

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***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.***

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**BOARD OF DIRECTORS' REGULAR MEETING**  
**5:00 P.M., September 10, 2019, Lakeport Fire Station**

**MINUTES**

**NON-TIMED ITEMS**

**A. OPEN MEETING:**

- A1. *Call to Order: Chairman Davidson called the meeting to order at 5:00 pm.*
- A2. *Pledge of Allegiance: Director Gabe led the Pledge of Allegiance.*
- A3. *Roll Call: Vice Chairman Whitehead, Chairman Davidson, Directors Flora, and Gabe.*  
*ABSENT: Director Williams.*

**B. CONSENT CALENDAR:**

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***Approval of consent agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for later discussion.***

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- B1. *Motion to approve September Meeting Agenda and August 13<sup>th</sup>, 2019 Regular Meeting Minutes as submitted:*
- B2. *Motion to approve September Warrants as submitted:*

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

**C. CITIZENS' INPUT:**

*No Citizen Input.*

**D. COMMUNICATIONS:**

**D1. Reports:**

**D1.1. Chief's Report** – *Interim Chief Bergem discussed the following topics:*

*Safer Grant – FEMA has started to make announcements regarding who will be receiving grant funds and will do so through the end of September.*

*Equipment – M5011 had a major breakdown and was taken to Matt Mazzei for repairs, while it was there it underwent repairs for recalls. This medic unit is back in service and M5012 will be headed in for the same recall repairs. All other equipment is up and running.*

*Staffing – We have been 3-0 staffed on every shift for the past 6 weeks. Jordan and Derek are finishing up classes to get their medics licenses and should be working as medics soon. There was a staff meeting on August 30<sup>th</sup> that was very productive.*

*Prevention – Sprinkler reviews and inspections are being performed as they come in and are scheduled. The new Martin St. Apartments are occupied and we've already run calls there.*

*City of Lakeport hazard mitigation plan was approved by FEMA and the City and the District will need to adopt this when finalized.*

*He met with code enforcement at the City to inquire on doing research in order to conduct some control/training burns in the city limits this year once fire season has concluded.*

*Incidents – Mandi has created a tracking form for incidents which was included in the board packet. The only major incident was last Saturday during the Oak Fire in Kelseyville where we sent on engine staff 4-0. There were several other calls in the district which required mutual aid responses.*

**D1.2. Administrative Assistant/Financial Report** – Mandi discussed the following topics:

*She was interested in two trainings coming up in October and November and gave the board the information in regards to these trainings.*

*Check stock had to be reordered due to an error made by the printing company.*

*She attended the Chief's/Secretaries meeting last month to check in on how the implementation of the new CAMS accounting software is going. Everything is coming along for all of the districts.*

**D1.3. Volunteer Firefighters' Association Report – Brandon reported:**

*They had a couple of events last month and their dinner, dance, auction is coming up on October 19<sup>th</sup> so they will be very involved in the planning process for the next six weeks. They have been holding their monthly trainings and they are considering having another firefighter academy in the future.*

**D1.4. Professional Firefighters' Report – NO REPORT.**

**D1.5. City Council Representative's Report – Director Gabe Reported:**

*He has attended the past two meeting and the only items to mention were the Lakeport Economic Advisory Committee is going around to local businesses to see what can be done to improve issues they've been experiencing and he needs someone to go to the meeting for him next Tuesday as he is unavailable.*

**D2. Directors' Activity Report: NO REPORT.**

*It was decided by the board to skip down to other business to not make those on the agenda have to wait for the time items:*

## **TIMED ITEMS**

E. REGULAR ITEM:

- E1. Report, discussion, and possible action on drafting a letter in response to the Grand Jury Report regarding the fire districts, released in July.

There was discussion on the letter Chairman Davidson submitted to the board.

**FLORA/WHITEHEAD MOTIONED** to approve the draft with the additions to the benefit unit section, in regards to the seating of the board members, and the correction from Nevada County Fire as a billing agent to Novato Fire to be made by Director Flora.

**AYES:** Vice Chairman Whitehead, Chairman Davidson, Directors Flora and Gabe.

**NOES:** None. **MOTION CARRIED.**

- E2. Consideration for Resolution 1920-01, A Resolution approving board action on the adjustment to the final 2019-2020 budget in the amount of \$485,533.00. (Mandi Huff)

**FLORA/WHITEHEAD MOTIONED** to approve Resolution 1920-01 as presented/submitted.

**AYES:** Vice Chairman Whitehead, Chairman Davidson, Directors Flora and Gabe. **NOES:** None. **MOTION CARRIED.**

F. OTHER BUSINESS:

F1. Cal Fire Dispatch update:

Interim Chief Bergem reported that after the last meeting he met with Chief Parkes and they had a good discussion regarding dispatch. Undersheriff Macedo interjected that after the last meeting he was in attendance he did further research in regards to Cal Fire having a backup dispatching plan to which he found there is none and Cal Fire has been notified of this.

F2. Station 51 Rental update:

Director Davidson reported he had contacted the manager of the Gleaners and they are looking for 2-3 acres for their next location as they need more room for parking and storage. There was discussion on this matter and it was decided to keep an eye out for potential rental properties for the Gleaners.

F3. Arson Investigations:

Undersheriff Macedo came to address the issue of the Lake County Arson task force being disbanded. He stated that Lakeport Fire and Kelseyville Fire both have no arson investigators and voiced his concerns. There was discussion on this topic and it was decided more research needs to be conducted and this item shall remain on the agenda for the next meeting to follow up.

G. ITEMS TO BE ADDED TO THE NEXT AGENDA:

Finley Station 51 update.

Arson Investigations.

Fuel Bids.

Fiscal Year End 18-19 Balance Sheet.

Establish Negotiating Team.

Discussion on Solar Panel Ordinance and new Fee Schedule.

H. MEETING ADJOURNED

**FLORA/GABE MOTIONED** to adjourn the meeting at 6:14 pm.

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

READ AND APPROVED: \_\_\_\_\_  
DONALD DAVIDSON  
*Board Chairman*