



LAKEPORT FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS REGULAR MEETING MINUTES

**September 13, 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 was led by Chair Gabe
- A2. Newly appointed Director David Brown was sworn in by Admin Lavelle.
- A3. 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

B. Consent Calendar

- B1. Motion to Approve September 13, 2022, Regular Meeting Agenda (GC §54954.2)
- B2. Motion to approve August 16, 2022, Regular Meeting Minutes
- B3. Motion to approve August Warrants/Expenditures with CalCard details
- B4. Motion to approve Payroll for the pay periods ending August 15 and August 31, 2022

Director Whitehead moved, and Director Lucas seconded the motion, to approve the Consent Calendar items as presented.

Ayes: Brown, Flora, Lucas, Whitehead, Gabe

Noes:

Absent:

Motion Passes

C. Public Comment (GC §54954.3)

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 August 2022

Interim Chief Grebil stated that he is still gathering data for the YTD out-of-service-area calls report that Director Whitehead requested.

- c. Fleet Mileage/Hours/Service Report for August 2022
- d. Captain's Report

The firefighters held a ceremony and performed an annual stair climb in recognition of the lives lost on September 11, 2001.

D2. Professional Firefighters Association – Teamsters Local #856 Report

None given.

D3. Volunteer Firefighters Association Report

Reported that volunteer training continues to be ongoing.

D4. City Council Representative's Report

Reported nothing applicable to LFPD.

D5. Directors Activity Reports

Reported that Directors Lucas and Whitehead worked with Admin Lavelle on revisions to the draft of a board policies manual.

E. Action Items

- E1. Report, discussion, and possible action regarding the purchase authorization of a Tactical Water Tender and revisions to the Mobile Equipment Replacement Schedule

The board tabled this item until the next regular meeting and tasked the Apparatus Committee to make a recommendation at that meeting regarding the Water Tender and possible Ladder Truck. Additionally, Interim Chief Grebil was tasked to meet with Volunteer Borojques to discuss volunteer training opportunities.

- E2. Report, discussion and possible action on updating the Signature Authorization – Special Districts Local Boards for the Auditor-Controller

Director Whitehead made a motion, seconded by Director Lucas, to approve updating the Signature Authorization – Special Districts Local Boards for the Auditor-Controller form.

Ayes: Brown, Flora, Lucas, Whitehead, Gabe

Noes:

Absent:

Motion Passes

- E3. Report, discussion and possible action on authorizing the opening of a new checking account at the Savings Bank of Mendocino County for payroll including CalPERS direct payments and the closing of two checking accounts at Wells Fargo Bank

Director Whitehead made a motion, seconded by Director Lucas, to approve the staff recommendation to authorize the opening of a new checking account at the Savings Bank of Mendocino County for payroll including CalPERS direct payments and the closing of two checking accounts at Wells Fargo Bank

Ayes: Brown, Flora, Lucas, Whitehead, Gabe

Noes:

Absent:

Motion Passes

- E4. Report, discussion and possible action on the required comment to the presiding judge of the superior court on the finding and recommendations in the 2021-2022 Lake County Civil Grand Jury Final Report, "Lakeport Fire Protection District – Governing Missteps"

Director Flora made a motion, seconded by Director Lucas, to authorize the Chair to send a letter, based on their discussion, to the Honorable Michael Lunas in response to the Lake County Civil Grand Jury's findings and recommendations.

Ayes: Brown, Flora, Lucas, Whitehead, Gabe

Noes:

Absent:

Motion Passes

- E5. Report, discussion, and possible action regarding a Board Policy for the Volunteer Firefighter Program

The board tabled this item until the next regular meeting and directed staff to report back on input received from the volunteer's association.

- E6. Report, discussion, and possible action regarding the adoption of a Board Policy Manual

The board tabled this item until the next regular meeting as they are awaiting review and comment by legal counsel.

F. Request for Future Agenda Items

Interim Chief Grebil stated that he is trying to coordinate interviews for the Chief's position beginning at 1:00 PM on September 30. He will let the board know the final details.

G. Closed Session (GC §54957.7)

The Board went into Closed Session at 6:54 pm for the purposes listed below:

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

G2. Public Employment Performance Evaluation – Title: Interim Fire Chief
(GC §54957)

H. Open Session

H1. Report on Closed Session: (GC §54957.1)

The Board reconvened into Open Session at 7:10 pm and reported that no actions were taken.

I. Adjournment

Chair Gabe adjourned the meeting at 7:10 PM.

Respectfully Submitted: _____

Ray Lavelle, Board Clerk

Read and Approved: _____

William Gabe, Board Chairman