



# **RUSSIAN RIVER FIRE PROTECTION DISTRICT**

P.O. Box 367 — Guerneville, CA 95446 — (707) 869-9089 — FAX: (707) 869-2811

## **BOARD OF DIRECTORS REGULAR MEETING**

Wednesday, February 13, 2019 6:00 pm

At the Fire Station ~ 14100 Armstrong Woods Rd., Guerneville

### **MINUTES**

#### **CALL TO ORDER/PLEDGE OF ALLEGIANCE/ROLL CALL:**

President Weaver called the meeting to order at 6:00 p.m.; Director Weaver led the pledge of allegiance. Directors present: Wood, Butts, Jackson, Limbert and Weaver.

#### **APPROVAL OF AGENDA:**

On a motion by Director Limbert, seconded by Director Jackson the Agenda was approved as presented. VOTE: 5/0/0.

#### **PUBLIC COMMENT:**

Michelle Greule: commented on Supervisor Hopkins newspaper column; suggested having the District contribute to the article regarding information on disaster preparedness, evacuation, etc.

#### **BOARD MEMBER COMMENT:**

Director Weaver asked fellow Directors to make an effort to not speak over one another making transcription easier. Director Weaver also inquired if the District received a report from Permit Sonoma regarding the proposed AT&T cell tower. Captain Cassady confirmed the District did receive the report. AT&T cell tower to be placed on the March agenda.

#### **STAFF REPORT:**

Captain Wood reported on the following: Firefighter/Paramedics Bandfield and Rose will start on February 19, 2019 (orientation will be two weeks then they will both complete their "5 call" accreditation, Firefighter/Paramedic Clopton will be traveling to inspect the new ambulance, security cameras have been installed and are operating and the Region 5 request for letters in support of regional consolidation.

#### **CORRESPONDENCE:**

Conflicts of Interest information email from Director Weaver and Region 5 Board Training flyer were reviewed.

#### **AMBULANCE SERVICE REVIEW/BASE RATE:**

Firefighter/Paramedic Clopton gave a PowerPoint presentation on Russian River Ambulance Costs and Cost Recovery. The presentation covered the following: current Russian River Fire Protection District rates, average area rates, types of insurance/payors, Russian River Fire payer mix for FY 17/18, cost of Russian River Fire ambulance service, cost vs. revenue and recommendations. Recommendation is to raise the base rate to \$3,000.00 and mileage rate to \$37.50 per mile. On a



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motion by Director Wood, seconded by Director Jackson, the Board moved to set March 13, 2019 as the date for a public hearing to consider public input on a proposed schedule A (Ambulance service fees) increase. VOTE: 5/0/0.

### **WEBSITE UPDATE:**

AA Flowers provided a review of draft website. Director Weaver asked the Board to send any edits/suggestions to AA Flowers; AA Flowers has a meeting with Streamline to review the site prior to it going live.

### **CONSOLIDATION DEVELOPMENTS/SHARED SERVICES UPDATE:**

Director Weaver reported the following: Director Weaver, Chief Heine (Windsor/Rincon Valley) and Jason Clopton (Local Union 3051 Representative) met on January 30<sup>th</sup> and February 11<sup>th</sup> and plan to meet again in two weeks to discuss executive and administrative leadership. The next meeting will be to review language that will then be shared with both Districts' Boards.

Director Weaver also reported on a request from the Region 5 meeting; for each Board in Region 5 to write a letter to Chief Lunardi regarding support of regional consolidation. Director Weaver shared a draft letter with the Board. On a motion by Director Wood, seconded by Director Jackson, the Board moved to send the letter presented by Director Weaver to Chief Lunardi. VOTE: 5/0/0.

### **REQUEST TO COUNTY FOR SUPPORT FUNDS-UPDATE:**

Captain Cassidy reporting the following: SLG approved the \$80,000.00 request, the request went to the Sonoma County Board of Supervisors, Board of Supervisors approved the request, former Director declined the funding, Russian River Fire submitted several written request to Jim Colangelo, had an in person meeting with Jim Colangelo and submitted another written request per Jim Colangelo. To date no agreement or funding has been received. The SLG group (today) informed Captain Cassidy the funding is allocated for Russian River Fire; Chief George will provide to Captain Cassidy the contact information for the person at the County who can provide us an update on the status of the funding.

### **DRAFT AUDIT REVIEW:**

Director Jackson shared his suggested edits/corrections with the Board. On a motion by Director Butts, seconded by Director Limbert, the Board moved for Director Jackson to be a Board representative to speak with auditor John Blomberg. VOTE: 5/0/0.

### **APPROVAL OF MINUTES:**

- a. **January 10, 2019 Regular meeting minutes:** On a motion by Director Wood, seconded by Director Limbert the Board moved to approve the minutes as presented. VOTE: 4/0/1 (Director Jackson abstained).



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## APPROVAL OF FINANCIAL INFORMATION:

Discussion held regarding re-allocating grant writing funds to be used towards the registration fees of the new ambulance. Director Wood stated typically funds are not re-designated as a rule. On a motion by Director Limbert, seconded by Director Butts, the Board moved to re-allocate \$11,918.00 initially assigned for grant writing to sub-object 8560 for use towards the new ambulance registration fees. VOTE: 5/0/0. On a motion by Director Jackson, seconded by Director Butts, the Board moved to approve the financial information as presented. VOTE: 5/0/0.

## AIR QUALITY SENSOR INSTALLATION UPDATE:

Director Limbert sent a request to Purple Air but has not received a response yet; Director Limbert will follow up on request.

## CERT PROGRAM UPDATE:

None.

## REPORT FROM COMMITTEES:

- a. **Finance:** Director Jackson discussed the response from Redevelopment. Director Jackson will draft a letter to bring back to the Board in March for review/approval to send. AA Flowers requested the bank signature cards be updated to reflect all Directors as signers, reason being: the Board as a whole changes less often than the Finance Committee; AA Flowers is hoping to reduce the number of times the signature cards will need to be updated. Checks will continue to require two signatures on amounts over \$2,000.00 and check details and account reconciliations will continue to be in the monthly packet. On a motion by Director Limbert, seconded by Director Wood, the Board moved to update the bank signature cards to add all Directors (Directors Nancy Jo Wood, Chuck Limbert, William Jackson, Krista Butts and Jason Weaver) as well as employee Travis Wood. VOTE: 5/0/0.
- b. **Strategic Planning:** Did not meet.
- c. **Russian River/Monte Rio:** Did not meet.
- d. **Evacuation Planning:** Jennifer Wertz met with Captain Lantz regarding fundraising efforts; discussion held regarding the use of social media (informational only; comment free). On a motion by Director Wood, seconded by Director Jackson, the Board moved for Director Butts to be the person to do the Facebook page for evacuation planning. VOTE: 5/0/0.
- e. **Labor negotiations:** Did not meet.

On a motion by Director Butts, seconded by Director Jackson, the Board moved to dissolve standing committee “Russian River/Monte Rio” and merge it with “Strategic Planning”. VOTE: 5/0/0.



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On a motion by Director Butts, seconded by Director Wood, Director Limbert will replace Director Wood on the Finance Committee. VOTE: 5/0/0.

On a motion by Director Butts, seconded by Director Jackson, Directors Wood and Weaver will head the Strategic Planning Committee. VOTE: 5/0/0.

**PUBLIC COMMENT:**

Captain Cassidy reported the use of sirens is not off the table at this point per the Sonoma County Fire Chiefs meeting.

**BOARD COMMENT:**

None.

**ADJOURNMENT:**

On a motion by Director Jackson, seconded by Director Limbert the Board adjourned at 8:31 p.m. VOTE: 5/0/0.

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/s/ Jason Weaver  
Jason Weaver, President of Board

Date: 3.13.19

/s/ Heidi Flowers  
Heidi Flowers, Interim Board Clerk