

## MINUTES

*Regular Board Meeting  
February 9, 2021  
5:30 p.m.*

*Location: Remote Via Zoom*

### **Board of Directors**

*Nicole Johnson (Division 2) - President, Randy Mendosa (Division 3) - Vice-President,  
Blaine Maynor (Division 1) - Director, Elena David (Division 4) - Director  
David Rosen (Division 5) - Director*

#### **1. CALL TO ORDER**

The regular session of the Board of Directors for the Arcata Fire District was called to order by President Nicole Johnson at 5:34 pm.

#### **2. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance has been suspended during Shelter in Place.

#### **3. ATTENDANCE AND DETERMINATION OF A QUORUM**

The meeting continued with a quorum and the following were present remotely via zoom: President Nicole Johnson, Vice President Randy Mendosa, Director Elena David, Director Blaine Maynor and Director David Rosen.

Additional District administrative staff included Fire Chief Justin McDonald, Battalion Chief Sean Campbell and Board Secretary Becky Schuette.

#### **4. APPROVAL OF AGENDA**

It was moved to approve the agenda.

**Motion:** Mendosa; Second: Rosen

**Roll Call: Ayes;** David, Maynor, Mendosa, Rosen and Johnson.

Motion Carries

#### **5. PUBLIC COMMENT**

There were no public comments.

#### **6. CONSENT CALENDAR**

**6.1** Approval of Minutes from January 12, 2021 Regular Meeting

**6.2** January 2021 Finance Report

**6.3** Adoption of the OSHA Mandated Updates to the Previously Adopted Covid 19 Prevention Program

**6.4** Authorize Transfer of Funds from County Treasury Fund to Capital Improvement Funds

**6.5** Approve Exemption and Outstanding Payment Write-Offs to Specific Parcels for the 1997 Special Tax and 2006 Benefit Assessment

There were no comments from the Board or members of the public.

It was moved to approve the consent calendar.

**Motion:** David; Second: Mendosa

**Roll Call: Ayes;** David, Maynor, Mendosa, Rosen and Johnson.

Motion Carries

## **7. PUBLIC HEARING**

There was no public hearing.

## **8. OLD BUSINESS**

### **8.1 Consider the Implementation of a Citizen's Advisory Committee as Related to Ordinance 20-20 Special Tax:** Chief McDonald read the staff note aloud.

A lengthy discussion followed regarding item number three of the draft, Committee Appointment and Membership. There were considerations for staggering the terms, the number of persons representing each division and the people who will make up the committee. There was a point about allowing business owners or property owners of rentals to be included as members of the committee. There were additional concerns about how one would provide proof or ownership of a business and/or what percentage of ownership, whether or not to specify that the committee needs to elect a chair and vice chair, who would facilitate the committee and when the report from the committee would be due. Further lengthy discussion followed about the "what if's" of not having a representative for each division and how to rectify it.

The following members of the public commented:

Roy Willis

Steve Cole

Based on the public comments, previous discussion and additional considerations, the draft was referred back to the Ad Hoc Committee for language clarification related to the members, their terms and eligibility, committee facilitator, Brown Act applicability and the committee reporting back to the Board. The item will return to the agenda next month, with revisions by the committee.

### **8.2 Racial Equity Committee Update:** Chief McDonald reviewed his staff note and added to the information on the training he and Chief Campbell and attended on the topic.

Director Mendosa advised he had taken the two hour Stepping Stones training through his rotary group, adding that such training should probably be added to the budget to allow District staff to have it as well. He further requested Stepping Stones provide additional guidance as they had made the initial recommendation for training through their study. Director Mendosa went on to suggest that the Equity Committee could arrange to bring in speakers and include them as presenters during the scheduled Board Meetings.

Chief McDonald advised that he will send out an invitation to staff and the volunteers to seek interested participants on the equity committee. He reported that he was still waiting on information from Stepping Stones, but that he was able to use the discussion items from tonight as direction at this point.

There were no further comments from the Board and no public comments.

## **9. NEW BUSINESS**

**9.1 Adopt Resolution 21-233, Adopting Policies for the Conduction and Hearing of Challenges to Use Classifications Under Ordinance 20-20 (Measure F) and Ordinance 06-12:** Attorney Ryan Plotz was not on the Zoom meeting at the time the item was called. President Johnson temporarily tabled the item, in the event he was able to join the meeting later.

**9.2 Approve Utilizing the Services of Streamline to Host the District's Webpage to Meet and Maintain ADA Compliance and Reduce Risk:** Chief McDonald reviewed his staff note aloud. There were queries from Directors Mendosa and Maynor about the time staff spends on the website and easing the burden on staff if the switch were to be made.

There were no further questions or comments from the Board.

The following member of the public commented:

Steve Cole

It was moved to authorize the Fire Chief to enter into a month to month subscription contract with Streamline for web hosting services.

**Motion:** Rosen; Second: David

**Roll Call: Ayes;** David, Maynor, Mendosa, Rosen and Johnson.

Motion Carries

**9.3 Authorize a Change in IT/Network Service Providers for the District:** Chief McDonald reviewed his staff note and the brief discussion that followed was regarding liability and the service agreement lacking an indemnity clause. Having experience with the company under consideration, Director Rosen advised that the District would be appropriately covered for errors and omissions and the usual hold harmless liability coverage.

With no further discussion or comments from the Board or the public, Director Mendosa made a motion.

It was moved to authorize the Fire Chief to enter into a service agreement with Infinite Consulting Services for IT/network services providing that Infinite Consulting provides the District with requisite insurance and hold harmless statements normal for the service contract of public agencies.

**Motion:** Mendosa; Second: Maynor

**Roll Call: Ayes;** David, Maynor, Mendosa, Rosen and Johnson.

Motion Carries

**9.4 2020 Year End Statistics PowerPoint Presentation: Consideration of Petition for Adjustment of Fire Assessment Fees:** Chief McDonald provided a presentation that will be included as an Attachment as part of these minutes.

The Chief's presentation was followed by several Director comments of appreciation to the Chief for the PowerPoint and the important information that it provided regarding the District's statistics. They suggested the Chief try and get the information published in the media in order to make them more publicly known.

The item was for information only and no action was taken.

**9.1 Adopt Resolution 21-233, Adopting Policies for the Conduction and Hearing of Challenges to Use Classifications Under Ordinance 20-20 (Measure F) and Ordinance**

**06-12:** President Johnson recalled the item at this time, however, Attorney Plotz was not in attendance for questions. Chief McDonald reviewed the staff note aloud. There were no questions or comments from the Board or the public.

It was moved to Adopt Resolution 21-233, Adopting Policies for the Conduction and Hearing of Challenges to Use Classifications Under Ordinance 20-20 (Measure F) and Ordinance 06-12.

**Motion:** Mendosa; Second: Rosen

**Roll Call: Ayes;** David, Maynor, Mendosa, Rosen and Johnson.

Motion Carries

## **10. CORRESPONDENCE**

Correspondence was reviewed aloud by President Johnson.

## **11. MONTHLY ACTIVITY REPORTS**

**11.1 Chiefs Report** – Chief McDonald reviewed his staff report aloud. Several Directors requested information on the number of staff who have received the Covid vaccine, about the recruitment status and if Humboldt Bay Fire dispatch (Eureka Police) were considered for possible dispatch providers.

### **11.2 Committee Reports –**

- Ad Hoc Committee (Rosen, Maynor) on Citizen Oversight of Measure F – This was reported on in Item 8.1 and will return to the March agenda.

**11.3 Director Matters** – President Johnson offered best wishes to Captain Walker who is now working for Marin County Fire. There were no other Director comments or matters.

### **11.4 Bargaining Group & Association Reports**

Local 4981 – President Anthony Benelisha reported on losing Captain Walker, Firefighters Gordinier and Sakkis as well as another Captain leaving next month. He pointed out that these losses are impactful to staffing.

Arcata Volunteer Firefighters Association (AVFA) – President Roy Willis was not able to make the report as he responded to the fire in Manila.

## **12. CLOSED SESSION**

There was no closed session.

## **13. ADJOURNMENT**

Following a motion, President Johnson adjourned the meeting at 7:48 pm.

**Motion:** David; Second: Mendosa

The next Regular Meeting is scheduled for **March 9, 2021 at 5:30 pm.**

Respectfully submitted,



Becky Schuette  
Clerk of the Board

**ARCATA**  
EST 1884  
**FIRE DIST**

# 2020 Year End Report

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# Incident Statistics

5 Communities / 3 Stations / 1 District

**ARCATA**  
EST 1884  
**FIRE DIST**

# 2020 Year End Report

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## INCIDENT BY TYPE

Incident Type	Percentage
RESCUE & EMS	49.9%
GOOD INTENT	19.4%
SERVICE CALL	15.3%
FIRES	7.4%
FALSE ALARM	6.2%
HAZ. CONDITION	1.4%
SEVERE WEATHER	0.1%
OVERPRESSURE, RUPTURE	0.2%

3228 Incidents

5 Communities / 3 Stations / 1 District



## 2020 Year End Report

### Breakdown of Structure Fires and Other Incidents for 2020

	FIRES IN STRUCTURES BY FIXED PROPERTY USE	NUMBER OF INCIDENTS	DEATHS	INJURIES	EST. PROP. DAMAGE
1	Private Dwellings (1 or 2 family), including mobile homes	27	0	1	\$1,007,452.00
2	Apartments (3 or more families)	6	1	1	\$596,169.00
3	Hotels and Motels	0	0	0	\$0.00
4	All Other Residential (dormitories, boarding houses, tents, etc.)	1	0	1	\$400.00
5	<b>TOTAL RESIDENTIAL FIRES</b>	<b>34</b>	<b>1</b>	<b>3</b>	<b>\$1,604,021.00</b>

5 Communities / 3 Stations / 1 District



## 2020 Year End Report

### Breakdown of Structure Fires and Other Incidents for 2020

	FIRES IN STRUCTURES BY FIXED PROPERTY USE	NUMBER OF INCIDENTS	DEATHS	INJURIES	EST. PROP. DAMAGE
6	Public Assembly (church, restaurant, clubs, etc.)	1	0	0	\$10,518.00
7	Schools and Colleges	2	0	0	\$0.00
8	Health Care and Penal Institutions (hospitals, nursing homes, prisons, etc.)	0	0	0	\$0.00
9	Stores and Offices	4	0	0	\$272.00
10	Industry, Utility, Defense, Laboratories, Manufacturing	1	0	0	\$66,729.00
11	Storage in Structures (barns, vehicle storage garages, general storage, etc.)	6	0	0	\$1,645,340.00
12	Other Structures (outbuildings, bridges, etc.)	6	0	0	\$5,800.00
13	<b>TOTAL FOR STRUCTURE FIRES</b>	<b>54</b>	<b>1</b>	<b>3</b>	<b>\$3,332,680.00</b>

5 Communities / 3 Stations / 1 District



# 2020 Year End Report

## Breakdown of Structure Fires and Other Incidents for 2020

	FIRES IN STRUCTURES BY FIXED PROPERTY USE	NUMBER OF INCIDENTS	DEATHS	INJURIES	EST. PROP. DAMAGE
20	Rescue, Emergency Medical Responses (ambulances, EMS, rescue)	1612	0	0	\$30,000.00
21	False Alarm Responses (malicious or unintentional false calls, malfunctions, bomb scares)	200	0	0	\$0.00
22	Mutual Aid Responses Given	16	0	0	\$0.00
23a	Hazards Materials Responses (spills, leaks, etc.)	13	0	0	\$0.00
23b	Other Hazardous Responses (arcing wires, bomb removal, power line down, etc.)	33	0	0	\$29.00
24	All Other Responses (smoke scares, lock-outs, animal rescues, etc.)	1130	0	0	\$174.00
25	<b>TOTAL FOR ALL INCIDENTS (Sum of lines 19 through 24)</b>	<b>3242</b>	<b>1</b>	<b>3</b>	<b>\$3,451,578.00</b>

5 Communities / 3 Stations / 1 District



# 2020 Year End Report

## Fire Loss Value

Zone	PRE-INCIDENT VALUES		LOSSES	
	PROPERTY	CONTENTS	PROPERTY	CONTENTS
City of Arcata	\$19,601,320	\$13,279,242	\$707,209	\$428,077
McKinleyville Area	\$1,779,399	\$1,125,056	\$282,975	\$256,041
Manila Area	\$545,983	\$207,362	\$60,121	\$19,106
Humboldt State Univ	\$0	\$0	\$0	\$0
Glendale/West End Area	\$99,599	\$73,949	\$9,937	\$6,703
Arcata Bottoms	\$1,588,189	\$505,966	\$1,248,389	\$496,766
Bayside Area	\$0	\$0	\$0	\$0
Fickle Hill	\$150,000	\$300,000	\$50,000	\$200,000
Out of District	\$400,000	\$0	\$2,500	\$0
<b>TOTALS</b>	<b>\$24,164,490</b>	<b>\$15,491,575</b>	<b>\$2,361,131</b>	<b>\$1,406,693</b>
	<b>Total Combined Pre-Incident Value</b>		<b>Total Combined Losses</b>	
	<b>\$39,656,065</b>		<b>\$3,767,824</b>	

5 Communities / 3 Stations / 1 District



# 2020 Year End Report

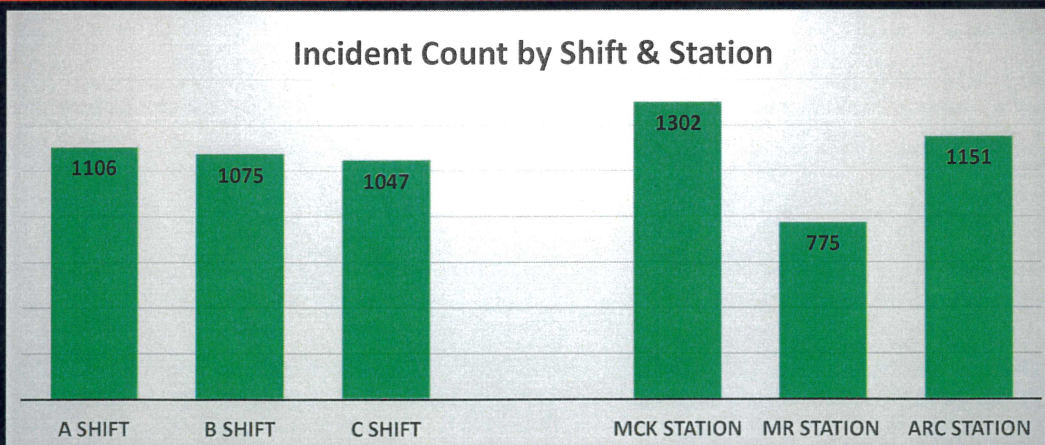
INTENTIONALLY SET FIRES	NUMBER OF FIRES	Number of Civilian Fire Casualties		EST. PROP. DAMAGE FROM FIRE
		DEATHS	INJURIES	
Structure Fires intentionally set	9	0	0	\$7,896.00
Vehicle Fires Intentionally set	1	0	0	\$700.00

5 Communities / 3 Stations / 1 District



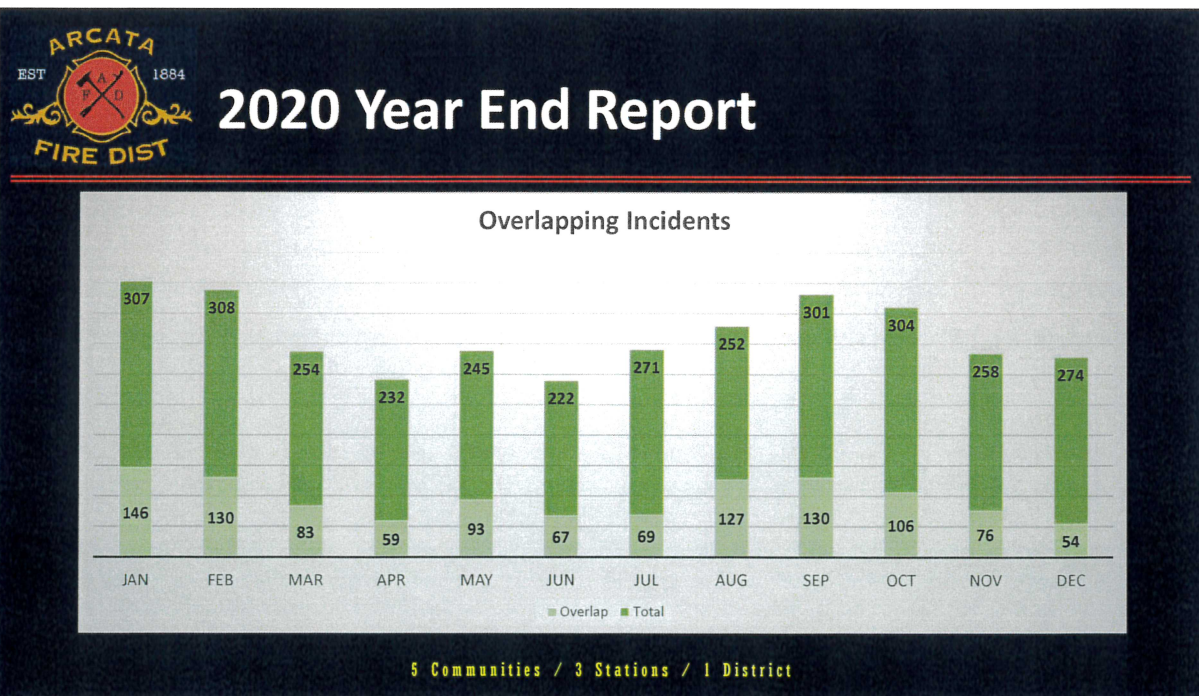
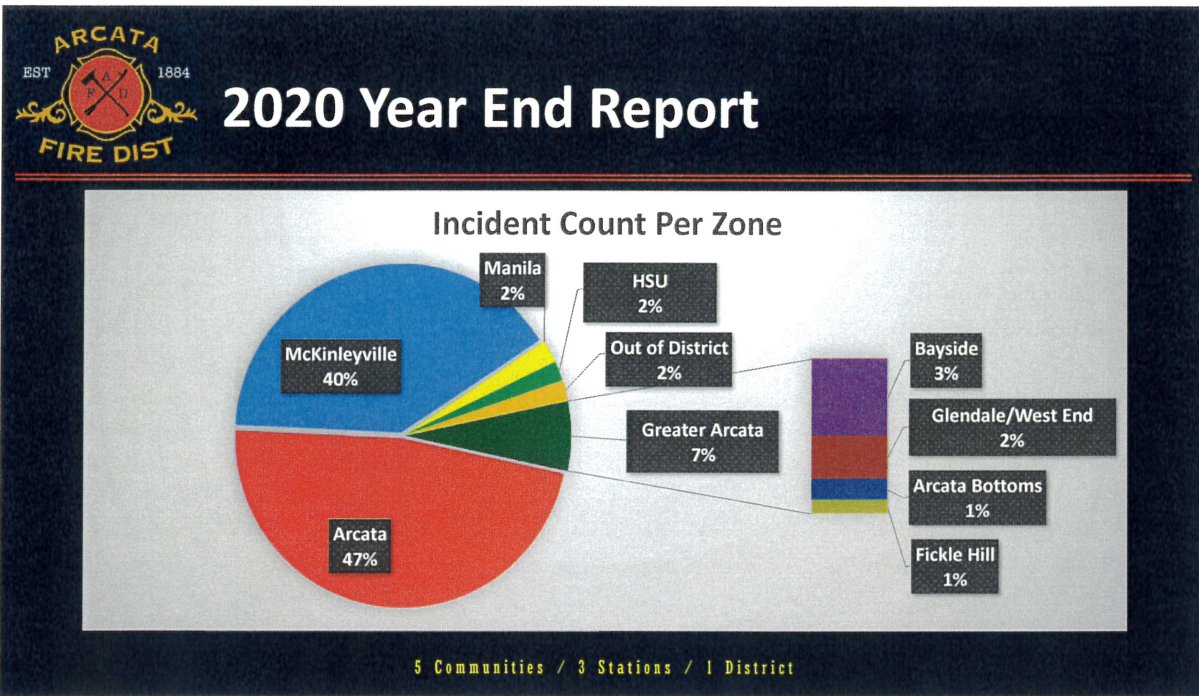
# 2020 Year End Report

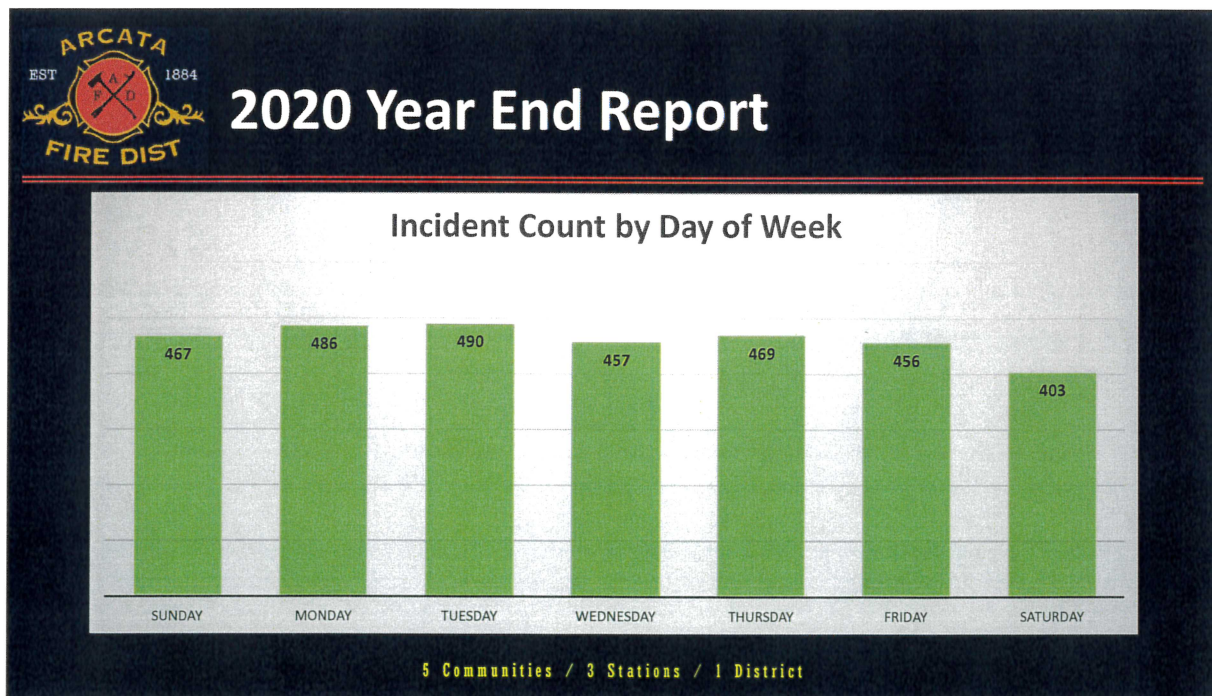
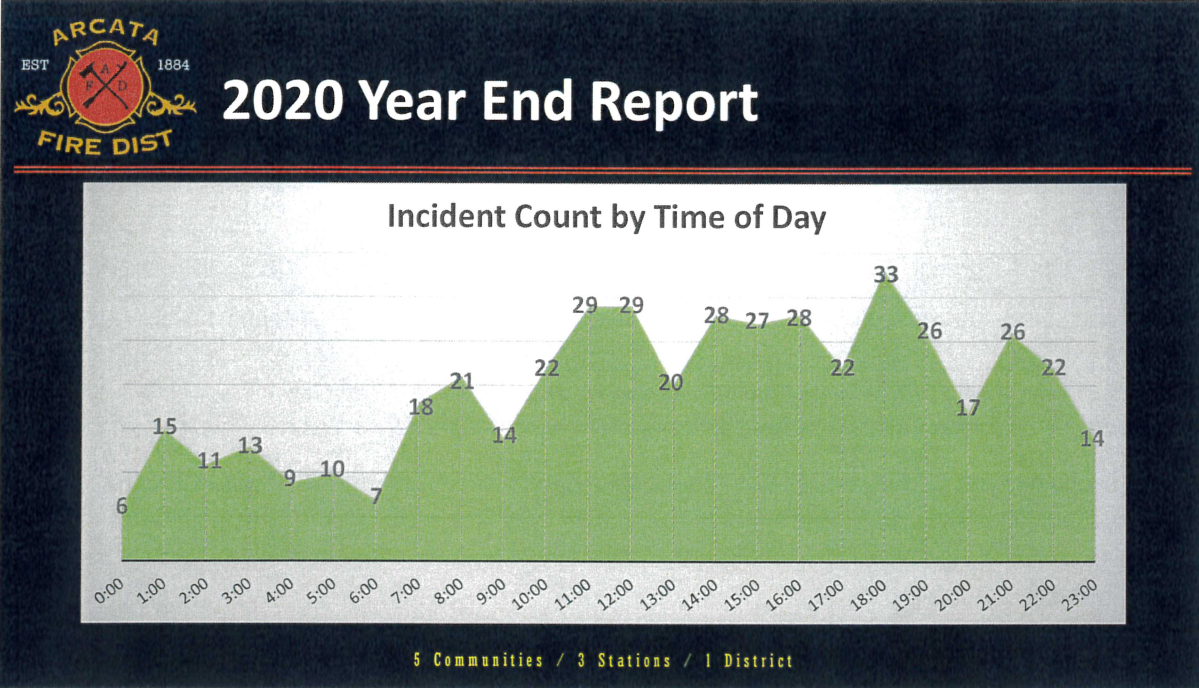
Incident Count by Shift & Station



5 Communities / 3 Stations / 1 District









# 2020 Year End Report

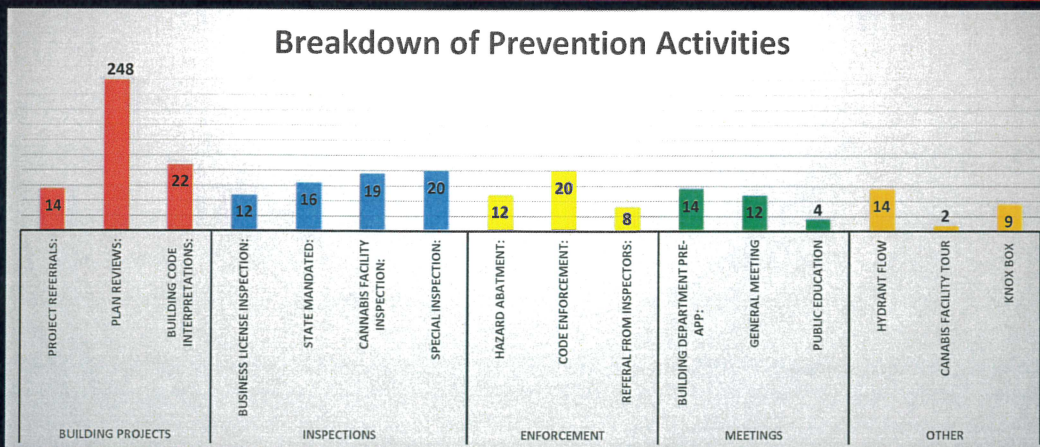
## Prevention Bureau Statistics

5 Communities / 3 Stations / 1 District



# 2020 Year End Report

## Breakdown of Prevention Activities



5 Communities / 3 Stations / 1 District

