



ARCATA FIRE DISTRICT

MINUTES

Regular Board Meeting

September 9, 2025

5:30 p.m.

Location: 631 9th Street, Arcata

Arcata Fire Station Classroom

Board of Directors

Jason Akana (Division 5) - President, Nicole Johnson (Division 2) - Vice President, Blaine Maynor (Division 1) - Director, Randy Mendosa (Division 3) - Director, Eric Loudenslager (Division 4) - Director

CALL TO ORDER

The regular session of the Board of Directors for the Arcata Fire District was called to order by President Jason Akana at 5:30 pm.

PLEDGE OF ALLEGIANCE

President Akana led the Pledge of Allegiance.

ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum, and the following were present: President Jason Akana, Director Eric Loudenslager, Director Blaine Maynor, and Director Randy Mendosa. The following were absent: Vice President Nicole Johnson

Additional District administrative staff included Fire Chief Chris Emmons, Assistant Chief Ross McDonald, Assistant Chief Wayne Peabody, and Board Secretary Paula Sheppard

APPROVAL OF AGENDA

There were no public comments or comments from the Board.

Motion: approve the agenda

Motion: Maynor; **Second:** Loudenslager

Roll Call: Ayes: Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson

Motion carries

PUBLIC COMMENT/ ASSOCIATION REPORTS

Public comment from Larry Daggett, regarding last special joint session meeting, pointing out dates on City of Arcata Counsel Program update, with clarification of dates from President Akana.

1. Arcata Volunteer Fire Association Report from Larry Wood- report attached to the board packet.
2. Local 4981 Monthly Report from Marcus Lilliard -report attached to the board packet.

CLOSED SESSION

1. Conference with Labor Negotiators (Gov. Code section 54957.6) Employee Organization: Local 4981 & Senior Management Group Agency Designated Representative Fire Chief Chris Emmons
2. Personnel Matters: Fire Chief evaluation performance

President Akana adjourned the regular meeting at 5:43 to convene a closed session. The closed session concluded at 7:27p.m. The regular meeting resumed immediately thereafter.

Report out of closed session by President Akana; direction was given to chief and to our labor negotiator

CONSENT CALENDAR

1. Minutes from August 12, 2025 Regular Meeting
2. Minutes from August 12, 2025 Special Meeting
3. August 2025 Financial Report
4. Meeting Minutes from July 30, 2025 Joint Study Session

Director comment to correct meeting minutes from August 12, 2025 meeting

Motion: Loudenslager; Second: Mendosa

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager.

Absent: Johnson

Motion carries

DISTRICT BUSINESS

1. Cal Poly Training and Services- Discussion

Discussion opened with a Director recommending to determine, in writing, which events AFD will participate in. A Director commented that a renewal of a relationship with CPH is in order, and referenced agreement 1125 788 MY and a letter from former Chief McDonald detailing our involvement, following up by reading a list of services AFD had formerly provided to CPH.

Two Directors expressed concern about the need for our crews to have training at CPH in order to ensure their safety during actual service, and by not having an agreement with CPH, that AFD was missing out on opportunities to train on campus. Captain Freeman stated that training has occurred with CPH buildings, accessibility, wildland and elevators, and that lack of a contract has not prohibited training.

The Board President summarized the discussion thus far.

Chief Emmons explained the extent of his communications with CPH.

A Director questioned if a contract was even necessary, and if the status quo should remain, as well questioning what AFD does and does not bill for. A second Director expressed concern over the fiscal impact of having no agreement with CPH.

Action Taken: The Board directed the Fire Chief to engage with CPH to work out the relationship between the two entities, referencing the former contract of \$30,000.00 1125 788 MY that was terminated under Section 7.

**2. Conduct a Public Hearing to Consider the Adoption of Resolution 25-333
Finalizing the Annual Budget for Fiscal Year 2025/26**

Assistant Chief Peabody explained what has been completed pertaining to the budget and that there was a \$75,000 deficit, noting that the upcoming grants will close the financial gap.

A Director asked for clarification on the likelihood of a decreasing deficit, and Assistant Chief Peabody explained budget line savings and opportunities for grants. Another Director pointed out that out of county assignments will increase revenue.

Public Comment: None

Board of Director Comments: None

Motion: A motion was made to adopt the fiscal year 2025/2026 budget as presented

Motion: Mendosa; Second: Maynor

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson

Motion carried

3. Conduct a Public Hearing to Consider Ordinance 25-23, and Adopting the 2025 Edition of the California Fire Code and 2024 International Fire Code with Certain Local Amendments

Chief Emmons read Attachment 1

Board of Director Comments: None

Public Comment: None

Motion: Direct staff to place Ordinance 25-23 at the next regularly scheduled board meeting for the adoption of the 2025 edition of the California Fire Code and the 2024 International Fire Code

Motion: Mendosa; **Second:** Maynor

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson

Motion carried

4. Adopt Resolution 25-334 with Exhibit A Approving the Memorandum of Understanding between the Arcata Fire Protection District and the Arcata Professional Firefighters Local 4981

Chief Emmons read the staff report regarding Resolution 25-334 wage increases of 4% in September 2025 and again in January of 2026, to be in compliance with CalPERS requirements.

Two Directors thanked fire staff and the administration for their service.

Motion: Move to adopt Resolution 25-334

Public Comment: None

Motion: Maynor; **Second:** Loudenslager

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson

Motion carried

5. Adoption of Resolution 25-335 with Exhibit A: Adopting a new Master Salary Schedule Effective September 9, 2025

Chief Emmons read staff notes regarding Resolution 25-335

Board of Directors comments: None

Public Comments: None

Motion: Move to Adopt Resolution 25-335 with reference changes and attached as Exhibit A

Motion: Mendosa; **Second:** Loudenslager

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson

Motion carried

6. Adopt Resolution 25-336 Declaring Certain Items as Surplus Property and authorizing the Fire Chief or designee to dispose of said items as outlined in the Surplus Property Policy and Guidelines

Chief Emmons read staff notes regarding Resolution 25-336.

A Director inquired about the condition of the surplus items and was informed by the Chief that the items were in varying conditions and explained how some items are distributed to other local departments

Public comment: None

Motion: Adopt Resolution 25-336

Motion: Loudenslager; **Second:** Mendosa

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson

Motion carried

7. City of Arcata Local Coastal Program Update and Discussion

Chief Emmons read staff notes on Local Coastal Program.

Director explanation of Coastal Commission areas of authority, zoning and land use, that The City of Arcata has adopted the plan and is submitting it to the Coastal Commission, and that the Humboldt Alliance for Responsible Planning is suing the Coastal Commission for approving a 5-story hotel at Cher-ae Heights without planning for adequate fire protection services and capabilities. The Director would like the Coastal Commission to reconsider approval of this project. The same Director read from a court appeal document of the State of California First Appellate District detailing the reasons for the court case.

There was discussion of how to handle the matter and the board directed the Chief to set up a meeting with Plan West to discuss how to proceed with approaching the Coastal Commission. The Directors wish to proceed gently with city partners to encourage Arcata Fire Protection District and the City of Arcata to work well together with the help of a planner (Plan West).

The Chief inquired about the budget limitations for working with the planner, and it was agreed that a sum of \$5,000 was the limit of spending for the Chief and Director Loudenslager to work with Plan West.

Motion: A motion was made to reach out to Plan West for assistance

Motion: Mendosa; **Second:** Loudenslager

Roll Call: Ayes; Akana, Maynor, Mendosa, Loudenslager

Absent: Johnson
Motion carried

8. Board Meeting Calendar Modification- Discussion

The Board President presented current board meeting policy of meeting dates and times, referencing California Government Code section 54950, the Brown Act, and specifically Code Section 54854, subsection A. A Director recommended a change in dates in December, with discussion of topic on December's agenda. Several dates were set forth, but it was decided to postpone setting dates until all board members could participate, as one Director was absent from this meeting. It was decided that the new dates, possibly the second Thursday of each month, would be announced at the November meeting and would be approved at the December meeting.

Public comments: None

No action taken

9. Government Relations Discussion

Chief Emmons read page 212 of staff notes. Board discussion consisted of President being pleased with past discussions regarding this topic.

CORRESPONDENCE & COMMUNICATIONS

1. Public Correspondence:

- a. Six Rivers Lodge Dinner Invitation
- b. Thank you card from FROST
- c. Senior Resource Center
- d. GSRMA invitation

2. Fire Chief's Monthly Report – Chief Emmons read the monthly report aloud.

Operations:

- Air Show at California Redwood Coast-Humboldt County Airport
- Joint workshop with CalPoly Humboldt disrupted by protestors.
- Lack of qualified applicants for Engineer recruitment

Grants:

- Report on Drone Grant. Numerous pending grants
- Training at new CalPoly Humboldt HHN building
- Report on acting hours

Incidents:

- Detail of notable incidents, including a medical rescue in Arcata Community Forest, smoldering silage in McKinleyville, CalFire assist, residence mattress fire, Highway 101 traffic collision, barn fire caused by lithium battery, vehicle fire, Task force to Dillon incident, RV fire in Blue Lake, 5th wheel fire.

Statistics:

- Call volumes remain higher than the previous year.
- The majority of calls originated in the City of Arcata and McKinleyville.
- The average response time is 4 minutes, 45 seconds, with 26% of calls overlapping.

Other:

- Installed new scene lights on one of the Ferrari engines
- Received Gas Monitors from Measure Z
- Oct. 4, 2025 is the Fire Prevention Safety Open House

- Report of Fire Chief's meeting regarding North Bay Auto-Aid Agreement: CalFire will add an additional engine to each of Arcata Fire's initial dispatches, then request North Bay, then additional agencies.

Committee Reports:

- AVFA, L4981, AFD Relations Committee (*Maynor*) – nothing to report
- FY 2025/26 Budget Committee (*Johnson, Loudenslager*)- nothing to report
- Chief's Evaluation Committee (*Loudenslager, Akana*)- discussed in Closed Session

3. Director Matters

- Director Maynor reported on San Francisco State false alarm staffing and timing
- Loudenslager will be absent from November meeting
- Akana will be absent from December meeting

ADJOURNMENT

Following Director Mendosa's motion and Director Maynor's second, President Akana adjourned the meeting at 9:30 pm.

The next Regular Meeting is scheduled for **October 14, 2025, at the Arcata Downtown Station Classroom, 631 9th Street in Arcata at 5:30 pm.**


Respectfully submitted,
Paula Sheppard, Clerk of the Board