

District Board Members

Blane Maynor- Vice President
Division 1
Nicole Johnson
Division 2
Randy Mendosa - President
Division 3
Eric Loudenslager
Division 4
David Rosen
Division 5



District Staff

Justin McDonald
Fire Chief
Becky Schuette
Clerk of the Board

Regular Board Meeting January 11, 2022 5:30 PM Location: *Remote Via Zoom*

Special Notice On September 16, 2021, Governor Newsom signed AB 361, which modified the Brown Act to allow for teleconferencing participation at local legislative body public meetings during a proclaimed state of emergency. As urgency legislation, this law took effect immediately. Pursuant to Government Code §54953(e)(1)(B), the Arcata Fire Protection District will conduct its October 12, 2021 meeting by Zoom. Therefore, Directors, staff and members of the public will attend this meeting via teleconference, as provided below.

You may join from a smart device or computer by copy and pasting this link into your web browser: <https://us02web.zoom.us/j/551748203>
Meeting ID: 551 748 203

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE - Suspended for virtual meetings

ATTENDANCE & DETERMINATION OF QUORUM

APPROVAL OF AGENDA

PUBLIC COMMENT/ASSOCIATION REPORTS

Pg. 4

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 et seq.) and may be limited to three (3) minutes for any person addressing the Board. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.

- Senior Management Group
- Local 4981

Pg. 5

- Arcata Volunteer Firefighters Association Pg. 9

CONSENT CALENDAR Pg. 10

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

1. Minutes from December 14, 2021, Regular Meeting, with Attachment 1 Pg. 11
2. November 2021 Financial Report Pg. 25
3. December 2021 Financial Report Pg. 37
4. Renewal of Adoption of Resolution 21-247 for an Additional 30 Days, Making Findings Pursuant to Government Code Section 54953, As Amended by Assembly Bill 361 and Authorizing the Continued Use of Virtual Meetings Pg. 50
 - a. Attachment 1 - Resolution 21-247 Pg. 51
5. Adopt Resolution 22-252 Amending the Health Reimbursement Arrangement with Mid-America Administrative & Retirement Solutions, Inc. Pg. 56
 - a. Attachment 1 - Resolution 22-252 Pg. 57
 - b. Attachment 2 - HRA Adoption Agreement 02-01-18 Pg. 59
6. Approve the Update to the Job Classifications of Fire Chief, Business Manager, Fire Marshal, and Fire Inspector Pg. 87
 - a. Attachment 1 - Fire Chief Job Description Pg. 88
 - b. Attachment 2 - Business Manager Job Description Pg. 95
 - c. Attachment 3 - Fire Marshal Job Description Pg. 101
 - d. Attachment 4 - Fire Inspector Job Description Pg. 107
7. Adopt Resolution 22-253 with Exhibit A Adopting a New Master Salary Schedule Effective December 26, 2021 Pg. 112
8. Adopt Resolution 22-254 with Exhibits A & B Approving the Memorandum of Understanding and Side Letter Between the Arcata Fire Protection District and the Arcata Fire District Senior Management Group Pg. 114

CORRESPONDENCE & COMMUNICATIONS Pg. 149

1. Public Correspondence
 - a. Thank you from the family members of an apartment fire on 4th Street in Arcata - Captain Evenson and Engineers Burciaga and Sung Pg. 150
 - b. Thank you from different family members of an apartment fire on 4th Street in Arcata - Captain Evenson and Engineers Burciaga and Sung Pg. 151
2. Committee Reports
 - a. Fire Chief's Evaluation Committee
 - b. Arcata Station Rent Committee
3. Fire Chief's Monthly Report Pg. 152
4. Director Matters

DISTRICT BUSINESS Pg. 158

1. Consider the Possibility of the Annexation of the Upper Jacoby Creek Community and Fickle Hill Area Into the Fire District Pg. 159
 - a. Attachment 1 - County Fire Services Map Pg. 161
 - b. Attachment 2 - Arcata Goodwill Response Area Map Pg. 162
 - c. Attachment 3 - Tax Exchange Agreement Chart Pg. 163
2. Fiscal Year End 2020-21 Final Report Pg. 165
 - a. Attachment 1 - Fiscal Year End 2020-21 Budget Pg. 166
3. Consider Approval of Over-Hire of Assistant Chief Position Pg. 173

CLOSED SESSIONS

At any time during the regular session, the Board may adjourn to closed session to consider existing or anticipated litigation, liability claims, real property negotiations, license and permit determinations, threats to security, public employee appointments, personnel matters, evaluations and discipline, labor negotiations, or to discuss with legal counsel matters within the attorney-client privilege.

1. Conference with Labor Negotiator (Gov. Code Section 54957.6)
Employee Organization: *Local 4981*
Agency designated representative: *District Counsel Jack Hughes*
2. Public Employee Performance Evaluation (Gov. Code Section 54956.7)
Title: *Fire Chief*

ADJOURNMENT

Next Regular Board Meeting is scheduled for February 8, 2022, at 5:30 pm.

Prepared by: *Becky Schuette, Clerk of the Board*

The Arcata Fire Protection District ("District"), in compliance with the Americans with Disabilities Act ("ADA"), individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, shall make their request by calling (707)825-2000, no later than 48 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority of, or all, the Board in advance of a meeting may be viewed at 2149 Central Avenue, McKinleyville, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact the Board Secretary, at (707) 825-2000.

The meeting agenda is posted at least 72 hours in advance of regular scheduled meetings, at the following locations:

- *District's Headquarters' Building, 2149 Central Avenue, McKinleyville, CA 95519*
- *Arcata Downtown Station, 631 9th Street, Arcata, CA 95521*
- *Mad River Station, 3235 Janes Road, Arcata, CA 95521*
- *The Arcata Fire Protection District website: www.arcatafire.org*