

MINUTES

Regular Board Meeting

November 14, 2023

5:30 p.m.

Location: 631 9th Street, Arcata

Arcata Fire Station Classroom

Board of Directors

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Maynor.

ATTENDANCE AND DETERMINATION OF A QUORUM

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

Additional District administrative staff included Fire Chief Justin McDonald, Assistant Chief Chris Emmons, Board Secretary Becky Schuette and Public Information Officer Alyssa Alvarez.

APPROVAL OF AGENDA

Prior to approval of the agenda, Chief McDonald advised that David Loya was not able to be present due to a scheduling conflict. Business Item 1 will be moved down to normal District Business.

It was moved to approve the agenda.

Motion: Mendosa; Second: Johnson

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

Motion Carries

PUBLIC COMMENT

There were no public comments.

Senior Management Group – Nothing to report.

Local 4981 – Captain Marcus Lillard reported on behalf of the Local 4981. Copy of the Toys for Tots donation locations is attached to the minutes.

Arcata Volunteer Firefighters Association (AVFA) – AVFA President Roy Willis reported.

CONSENT CALENDAR

1. Minutes from October 10, 2023, Regular Meeting
2. Minutes from October 13, 2023, Special Meeting
3. October 2023 Financial Report
4. Approved Resolution 23-295, Adopting a New Master Salary Schedule Effective November 13, 2023
5. Approve the Senior Management Side Letter Updating the Assistant Chief Salary Ranges
6. Approve the DRAFT Business Manager and Assistant Chief Job Descriptions

It was moved to approve the consent calendar.

Motion: Loudenslager; Second: Johnson

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

Motion Carries

DISTRICT BUSINESS - continued

1. Receive Presentation from City of Arcata Community Development Director David Loya and Consider Approval of Compensation Agreement Terms Sheet:

Prior to the Chief presenting a staff report, Director Mendosa recused himself from the discussion. He left the room at 5:38 pm.

Chief McDonald presented the topic, which was following by numerous questions from the Board.

It was moved to table this item until a future date when the Chief can get Director Loya here to a meeting.

Motion: Akana; Second: Johnson

Roll Call: Ayes; Akana, Johnson, Loudenslager, and Maynor. **Recusal;** Mendosa

Motion Carries

Director Mendosa returned to the meeting at 5:49 pm.

2. Establish an Ad Hoc Committee for Fire Station Strategic Planning: President Maynor reviewed the staff report.

Director Akana and President Maynor volunteered to be on the committee.

There were no public comments.

3. Consider Approving a Facilitator for Meeting/Workshops: Assistant Chief

Emmons reviewed his staff report aloud and lengthy discussion followed.

AVFA President Roy Willis commented.

It was moved to table hiring Beth Johnson-Hart at this point until the District, AVFA and Local has representatives get together to come up with goals and issues that they want Beth to facilitate.

Motion: Mendosa; Second: Akana

Roll Call: Ayes; Akana, Johnson, Loudenslager, and Mendosa. **Nays;** Maynor.
Motion Carries

Following the motion, Director Maynor volunteered to represent the Board in the referenced goal setting. The Chief advised that he would reach out to District Counsel regarding how to abide by the Brown act and determine the topics.

4. Update on Recruitment, Hiring, and Succession Planning: Chief McDonald briefly reviewed his staff note.

This item was for information only and there were no public comments.

5. Update of the Cal Poly, City of Arcata and Fire District Working Group: Chief Emmons made his report.

There were a few questions from the Board and no public comments.

This item was for information only.

6. Consider the Schedule to Set the Dates and Time for the Regular Board Meetings for the 2024 Calendar Year: Board Secretary Schuette presented the topic.

This item was for information only and there were no public comments.

CORRESPONDENCE & COMMUNICATIONS

1. Public Correspondence - No action taken
2. Committee Reports: There are no active committees.
3. Fire Chief's Monthly Report – Chief McDonald reviewed his report aloud.
4. Director Matters – Director Loudenslager presented a summary of the CSDA training he attended last month.

ADJOURNMENT

President Maynor adjourned the meeting at 6:55 pm.

The next Regular Meeting is scheduled for **December 12, 2023, at the Arcata Downtown Station Classroom, 631 9th Street in Arcata at 5:30 pm.**

Respectfully submitted,



Becky Schuette,
Clerk of the Board

TOYS FOR TOTS
DONATION LOCATIONS 2023

Lube Central
Edward Jones, McKinleyville
Traci Day State Farm Agent
Nor Cal Tattoo
Tractor Supply Arcata
Ken's Auto Parts
Baywood Golf Course
Blondie's Beauty Shop
Coast Central Credit Union (Arcata x2)
CVS Pharmacy Arcata
Fleet Pride Arcata
Humboldt Herb & Market
Holly Yashi Store Arcata
Little Learners (Arcata & Eureka)
Murphys Markets (Westwood & Sunny Brae)
Northern Redwood Federal Credit Union
Redwood Capital Bank Arcata
Sequoia Gas
The Parlour McKinleyville
US Bank Arcata
The Fireplace Arcata