

MINUTES

Regular Board Meeting

October 13, 2020

5:30 p.m.

Location: Remote Via Zoom

Board of Directors

Nicole Johnson (Division 2) - President, Randy Mendosa (Division 3) - Vice-President,

Rene Campbell (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 Rene Campbell, and Director Elena David. Director David Rosen was absent.

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

4. APPROVAL OF AGENDA

There were no comments from the public or the Board.

It was moved to approve the agenda.

Motion: Campbell; Second: Mendosa

Roll Call: Ayes; Campbell, David, Mendosa, and Johnson. **Absent;** Rosen
Motion Carries

There was a brief pause to fix the sound issue that President Johnson was experiencing. She then read the new instructions for public comments.

5. PUBLIC COMMENT

There were no public comments.

6. CONSENT CALENDAR

6.1 Approval of Minutes from September 8, 2020 Regular Meeting

6.2 September 2020 Finance Report

6.3 Updates to District Policy 306 – Rapid Intervention/Two-In Two-Out

President Johnson reviewed the consent items aloud.

There were no comments from the Directors or the public.

It was moved to approve the consent calendar.

Motion: Mendosa; Second: Campbell

Roll Call: Ayes; Campbell, David, Mendosa, and Johnson. **Absent;** Rosen
Motion Carries

7. PUBLIC HEARING

There was no public hearing.

8. OLD BUSINESS

8.1 Measure F Update: Chief McDonald requested Director Mendosa provide an update as the representing Board member on the Friends of Measure F Committee. Director Mendosa advised that they had received a large number of donations, nearly \$15,000. There are 245 signs spread out through all the District represented communities, flyers, brochures and mailers were also distributed. Two videos, along with website maintenance, sign design and the brochures were all designed and donated by former Fire Captain Neal Narayan, through his business, SIX50 Productions. The videos will be aired as commercials across all of the local television networks over the next several weeks.

Several Directors commended the Friends for all of the time spent for the campaign and the positive contacts they have been receiving as a result.

There were no public comments.

This item was information only, no action was taken.

9. NEW BUSINESS

9.1 Declare Truck 8283 Surplus Equipment: Chief McDonald provided background on the truck and it being out of service since August and remains so currently. He reviewed his staff note indicating that the plan in the attachment is for reference and due to budget constraints, the District has not been able to follow it. He then made his recommendation to declare the truck surplus and research the potential sale of the vehicle.

Director Mendosa advised that he did call the Chief in advance and spoke to him about his apprehension on the timing of this agenda item. He feels that three weeks from now, the District will be different, regardless of the outcome of the election. The timing is not right and it may confuse people and he feels the ladder truck should be part of the discussion after the fact. He is requesting the discussion of the sale be tabled until after the election.

There was discussion among the Board that included that if passed, funding from the approved measure will not be received until 2022, reduction in value of the truck over that time and insurance cost reductions if it is sold now versus waiting.

Chief McDonald offered a few more comments about Measure F passing and where staff will need to focus in terms of the engines versus the training struggles with the truck. He indicated the truck will likely be replaced with a smaller, more nimble piece of ladder apparatus, in the future. He also reminded the Board that although out of service, the ladder must be maintained and insured, regardless if it is used, or it will lose both its value and its certifications.

Battalion Chief Campbell spoke about the “truck” academy he attended four years ago and the risk to staff using the truck without proper training. He referenced a few minor accidents in the past several years that occurred during operation. He finished adding that lack of parts and in-house repairs are potentially putting liability on the District.

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

It was moved to declare Truck 8283 as surplus equipment.

Motion: Campbell; Second: David

Roll Call: Ayes; Campbell, David and Johnson. **Noes;** Mendosa. **Absent;** Rosen
Motion Carries

9.2 Consider Assistance by Hire Agreement with Humboldt Bay Fire for Truck Response to the Arcata Fire District: Chief McDonald reviewed his staff note and made his recommendation.

There were a few brief clarifying questions regarding applicable fees related to response times by the Humboldt Bay ladder truck.

Director Mendosa pointed out an error in the title of this item on page 28 of the Board packet. The item was listed as Consent Item 9.2, rather than Staff Report Item 9.2. He then went on to point out that the indemnification listed in Paragraph B on page 31 of the packet should be unilateral. Not only should Arcata indemnify Humboldt Bay, but Humboldt Bay should also indemnify Arcata as part of the agreement.

There was no further discussion among the Board and no public comments.

It was moved to approve the Assistance by Hire Agreement with Humboldt Bay Fire JPA and authorize the Chief to sign the agreement, with the addition of the indemnification clause.

Motion: Mendosa; Second: Campbell

Roll Call: Ayes; Campbell, David, Mendosa, and Johnson. **Absent;** Rosen
Motion Carries

9.3 Fiscal Year End 2019/20 Final Report: Chief McDonald reviewed his staff note and asked if anyone had any questions. There were none.

President Johnson did point out that the Chief’s staff note indicated the fiscal year deficit as being \$60,271 which was a typo to the correct \$60,221 shown in the attachments.

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

This item was for information only, no action was taken.

10. CORRESPONDENCE

President Johnson reviewed the correspondence aloud.

Director Mendosa reported that he had actually met Mrs. Doggett and she is very supportive and grateful for the lift assists. He then offered thanks to the crews.

There were no additional comments or questions from the Board and no public comments.

11. MONTHLY ACTIVITY REPORTS

11.1 Chiefs Report – Chief McDonald reviewed his staff report and advised that there had been an uptick in debris fires and transient encampment fires near and around the Mad River Bridge area. McKinleyville also has problems in the Widow White Creek area. There have been an increase in lift assists and no incident found responses this last month as well, in addition to overlapping incidents also being way up. He advised that the response times tracking has changed from the “turn-out” time to the “check back” time. This was a result of changes in the ECC dispatch, therefore the response times are not tracked well. Training, station and vehicle maintenance are down due to staffing and ongoing out of service apparatus issues. He went on to complete the review of his staff note.

11.2 Committee Reports – There were no committee meetings.

11.3 Director Matters – There were no comments from the Directors, however, President Johnson thanked Will Smith for his service and wished him luck in his future endeavors.

11.4 Bargaining Group & Association Reports

Local 4981 – Anthony Benelisha, President, offered a thank you to Roy and the Measure F group for all of their hard work. He went on to wish Will Smith well in his new job with the State Fire Marshal’s Office. He reported that Captain Walker and Firefighter Sakkis had finished the field internship for their paramedic certification. Local participated in a phone bank hosted by the Humboldt Del Norte Central Labor Council regarding Measure F and the Arcata City Counsel candidates.

Senior Management Group – No report.

Arcata Volunteer Firefighters Association (AVFA) – Dave White spoke on behalf of Rob Cannon and had an update to only item eleven on their report. There has not been a volunteer meeting since January, so they will be attempting a Zoom meeting this week.

12. CLOSED SESSION

12.1 Public Employee Performance Evaluation (Pursuant to California Government Code Section 54954.5 and 54957) Title: Fire Chief – Justin McDonald

President Johnson adjourned to closed session at 6:40 pm.

At 7:12 pm President Johnson requested Chief McDonald join the closed session so that they could provide him his evaluation.

The meeting reconvened at 7:25 pm.

Report out of closed session by President Johnson; the Chief was given his evaluation and the process is being changed. The Board will no longer be using the 360 evaluation, however, there will be a future agenda topic discussing a survey for staff members that will allow input to the Board.

13. ADJOURNMENT

Motion to adjourn.

Motion: Campbell; Second: Mendosa

Meeting adjourned by President Johnson at 7:27 pm

The next Regular Meeting is scheduled for **November 10, 2020 at 5:30 pm.**

Respectfully submitted,



Becky Schuette
Clerk of the Board