

## MINUTES

### *Regular Board Meeting*

*October 14, 2025*

*5:30 p.m.*

*Location: 631 9<sup>th</sup> 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, Vice-President Nicole Johnson, Director Eric Loudenslager, and Director Randy Mendosa. The following were absent: Director Maynor

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

### **APPROVAL OF AGENDA**

There were no public comments or comments from the Board.

**Motion:** approve the agenda

**Motion:** Loudenslager; **Second:** Mendosa

**Roll Call: Ayes:** Akana, Johnson, Loudenslager, Mendosa

**Absent:** Maynor

**Motion carries**

### **PUBLIC COMMENT/ ASSOCIATION REPORTS**

**Public Comment:** None

1. Arcata Volunteer Fire Association Report from Roy Willis- report attached to the board packet.
2. Local 4981 Monthly Report from Marcus Lilliard -nothing to report

## **CLOSED SESSION**

### **1. Personnel Matters: Fire Chief Review Finalization**

President Akana adjourned the regular meeting at 5:34 to convene a closed session. The closed session concluded at 5:45p.m. The regular meeting resumed immediately thereafter.

Report out of closed session by President Akana: Chief evaluation agreed on by all members of board present.

## **CONSENT CALENDAR**

1. Minutes from September 9, 2025 Regular Meeting
2. Minutes from September 10, 2025 Joint Session Meeting
3. September 2025 Financial Report

**Motion:** to accept minutes

**Motion:** Mendosa; **Second:** Johnson

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

**Absent:** Johnson

**Motion carries**

## **DISTRICT BUSINESS**

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

**Public Comment: None**

Chief read staff notes, and President Akana asked for clarification on the procedure for passing the Ordinance.

**Motion:** A motion was made to pass Ordinance 25-23 and adopt the 2025 Edition of the California Fire Code and 2024 International Fire Code with Certain Local Amendments

**Motion:** Mendosa; **Second:** Johnson

**Roll Call: Ayes;** Akana, Johnson, Mendosa, Loudenslager

**Absent:** Maynor

**Motion carried**

### **2. Board Calendar Meeting Modification Discussion**

**Public comments: None**

Chief read staff notes. Discussion centered on which schedule would work best for all Board members. It was decided that the 2<sup>nd</sup> Thursday of each month would be the best date for 2026 meetings.

**Direction:** To bring back the 2<sup>nd</sup> Thursday proposal for voting at the November meeting.

### **3.City of Arcata Local Coastal Program Update and Discussion**

**Public Comment: None**

Chief read staff notes. Discussion centered on the fact that the City of Arcata and the Planning Commission did not include the letter from AFD on their posted meeting agendas and that the topic for these agencies has been postponed and will be revisited in February.

**Direction:** Chief was directed by Board to follow up with the City of Arcata, the Planning Commission, and the Coastal Commission to see if they received the letter emailed by AFD.

### **4.Consider Authorization for the Purchase of a Replacement Vehicle**

**Public Comment:** Roy Willis asked for clarification on model of vehicle

Chief read staff notes. Director Mendosa asked if the vehicle purchase was in the budget. Chief responded that it was and that he is in negotiations for a used vehicle that will need to have some reprogramming done, and that the total cost for the vehicle would not exceed \$75,000.00

**Motion:** A motion was made to authorize the purchase of a Replacement Vehicle, not to exceed \$75,000.00

**Motion:** Loudenslager; **Second:** Mendosa

**Roll Call: Ayes;** Akana, Johnson, Mendosa, Loudenslager

**Absent:** Maynor

**Motion carried**

### **5.Govenment Relations Discussion**

Chief Emmons staff notes.

**Public Comment:** Marcus Lillard expresses appreciation for the board welcoming public input.

Director Mendosa reported on a conversation he had with CPH regarding how to proceed with CPH and AFD working together. The idea of working with CalFire to have a station in Arcata was reiterated, and Director Loudenslager stated that CPH recognizes that AFD does not currently have all the resources needed to meet the needs of CPH.

**Direction:** The Board directed the Chief to continue conversations with CPH and to move forward with ideas already discussed in previous meetings, and to follow through on the development of a plan between CPH and AFD. The Chief plans to meet with the CPH President.

### **CORRESPONDENCE & COMMUNICATIONS**

1. Public Correspondence:

- a. First Responder Appreciation Student Art
- b. Bay Cities Leadership Academy Invitation

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

## **Operations:**

- Mountain Bike Event at Arcata Community Forest
- Payments from Strike Team operations
- Upcoming SOC discussions with CPH and City of Arcata
- \$1500.00 check received from 9/11 Tribute dinner given by Six Rivers Masons
- Arson Task Force meeting- four new members joining
- Three applicants for Engineer position

## **Grants:**

- Did not receive SAFER grant.
- Simpson grant pending.
- Multi-use vehicle grant from Berg pending.
- Received grant from California Fires Foundation for drone and drone training.

## **Notable Training:**

- First Due records management program being implemented starting in October

## **Incidents:**

- Detail of notable incidents, including an increase in transient fires, driftwood fire on Mad River Beach, fence fire started by a child, Tractor Supply fire with suspect arrested, kitchen fire put out by resident, portable toilet fire, CPH dorm room fire

## **Statistics:**

- Call volumes remain higher than the previous year.
- The majority of calls originated in the City of Arcata (54%) and McKinleyville (32%)
- The average response time is 4 minutes, 11 seconds, with 29.75% of calls overlapping.

## **Other:**

- Annual Maintenance on H4848 Ferrara and H4847 Ferrara
- Skid Mount Pump Ordered for Utility Pickup
- The Fire Prevention Open House held on October 4 had a good turnout, with a visit from State Farm's Heather Vina and Augie the Therapy Dog.

## **Committee Reports:**

- AVFA, L4981, AFD Relations Committee (*Maynor*) – absent
- FY 2025/26 Budget Committee (*Johnson, Loudenslager*)- nothing to report

- Chief's Evaluation Committee (*Loudenslager, Akana*)- discussed in Closed Session
2. Director Matters
- Director Loudenslager will be absent from November meeting and would like to be informed about future Open House events.
  - President Akana reminded everyone that the next meeting would be on a Wednesday to accommodate for the holiday.
  - Director Mendosa would like an email to be sent to Directors reminding them about the date change for the November meeting.

### **ADJOURNMENT**

Following President Akana's motion and Vice President Johnson's second, President Akana adjourned the meeting at 6:52 pm.

The next Regular Meeting is scheduled for **November 12, at the Arcata Downtown Station Classroom, 631 9<sup>th</sup> Street in Arcata at 5:30 pm.**



Respectfully submitted,  
Paula Sheppard, Clerk of the Board