

## MINUTES

### *Regular Board Meeting*

*January 8, 2026*

*5:30 p.m.*

*Location: 631 9<sup>th</sup> Street, Arcata*

*Arcata Fire Station Classroom*

### **Board of Directors**

*Jason Akana (Division 5) - Director, Nicole Johnson (Division 2) - President, Blaine Maynor (Division 1) - Director, Randy Mendosa (Division 3) - Vice President, 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 Nicole Johnson at 5:30 pm.

### PLEDGE OF ALLEGIANCE

President Johnson led the Pledge of Allegiance.

### ATTENDANCE AND DETERMINATION OF A QUORUM

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

Additional District administrative staff included Fire Chief Chris Emmons, Assistant Chief Ross McDonald, Assistant Chief Peabody, Fire Marshal Ed Laidlaw and Board Secretary Anali Gonzalez

### APPROVAL OF AGENDA

The Board discussed adjusting the agenda to accommodate District legal counsel's scheduling conflict. There were no public comments

**Motion:** Director Mendoza moved to approve the agenda with the closed session item moved to follow Public Comment.

**Motion:** Mendosa; **Second:** Akana

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

**Nays:** None

**Absent:** None

**Motion carried unanimously**

### PUBLIC COMMENT/ ASSOCIATION REPORTS

The board received public comment pursuant to the Ralph M. Brown Act.

**Joanna Gary** addressed the Board regarding the recent downtown fire incident, expressing appreciation for the Fire District and mutual aid partners. She emphasized

the importance of community understanding and support of fire services, especially in light of historic buildings and climate-related risks.

## **Association Reports**

### **Toys for Tots Report**

A brief report was provided noting the successful completion of the Toys for Tots distribution, including increased community donations and recognition of staff and community partner support.

### **Arcata Volunteer Firefighters Association (AVFA) Report**

The AVFA reported approximately **30 hours of volunteer time** contributed in December, including work on the Warren Creek Firewise Community application. Updates were also provided on equipment improvements and upcoming grant opportunities.

### **Closed Session:**

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 Negotiators (Gov. Code section 54957.6) Employee Organization: Senior Management Group Agency Designated representative: District Counsel Jack Hughes

2. Government Code §54957.6 – Conference with Labor Negotiators Agency Designated Representatives: District Counsel Jack Hughes Employee Organization: Local 4981 Subject: Discussion MOU language revisions related to CalPERS compliance provisions

The Board announced that it would move into Closed Session at 5:41 p.m. The Board adjourned to Closed Session. The Board reconvened in Open Session thereafter. 6:32 pm.

The Board returned to open session and reported that direction was provided to legal counsel.

### **CONSENT CALENDAR**

1. Minutes from December 09, 2025, Regular Meeting
2. December 2025 Financial Report
3. Adopt Resolution 26-342 Acknowledging Receipt of Annual Fire and Life Safety Inspections Pursuant to Sections 13146.2 through 13146.4 of the California Health and Safety Code
4. Approval of Facility Use Agreement Template

The Board reviewed consent calendar items. A Board member requested clarification regarding the Fire Chief's authority to waive insurance requirements in facility rental agreements.

**Motion:** Director Mendoza moved to approve the Consent Calendar minus Item 4  
**Motion:** Mendosa; **Second:** Loudenslager

**Roll Call:** Ayes; Akana, Maynor, Mendosa, Loudenslager, Johnson  
**Nays:** None  
**Absent:**  
**Motion Carried**

#### **Item 4 Discussion and Action- Approval of Facility Use Agreement Template**

The Board discussed the need for clearer language regarding waiver of liability insurance requirements.

**Motion:** Director Mendosa moved to approve Item 5 with amendment, omitting the first three lines of Item #9. **Second:** Director Loudenslager

**Roll Call:** Ayes; Akana, Maynor, Mendosa, Loudenslager, Johnson  
**Nays:** None  
**Motion Carried**

### **DISTRICT BUSINESS**

#### **1. Draft Training and Mentoring Policy- Review and Discussion**

Staff presented a draft policy establishing standardized training and mentoring procedures.

The Board confirmed the draft should proceed through the Collaborative Policy Review Committee for labor-management review prior to formal adoption.

No action was taken  
**Public Comment:** No public comment was received.

#### **2. Consider Adoption of Resolution 25-340 Establishing Long-Term Goals for Staffing, Stations, Equipment, and Training Facilities**

Chief presented Resolution 25-340, informed by the Community Risk Assessment/Standards of Cover (CRASOC) study.

Discussion included:

Current staffing below NFPA Effective Response Force benchmarks

Increased structural fire risk due to development and university expansion

Long-term needs for station modernization, apparatus replacement, and training facilities

Importance of community engagement and possible reactivation of the "Friends of Arcata Fire" group

Mutual aid reliance and response time realities during recent major incidents

Board direction was given to revise the resolution language, including removing “long-term” phrasing to reflect current priority needs, and return for further discussion next month.

### **3. Government Relations Discussion**

Staff provided updates on upcoming collaboration meetings with the City of Arcata and Cal Poly Humboldt, benefit assessment engineering study progress, and development impact analysis work.

No action was taken.

## **CORRESPONDENCE & COMMUNICATIONS**

### **1. Public Correspondence:**

The Board acknowledged receipt of:

A holiday card from Providence St. Joseph Emergency Department

A hand-drawn artwork submission from a community member, Chloe

### **2. Committee Reports**

- AVFA Local and Arcata Fire Protection District Relations Ad Hoc Committee: No report; committee inactive. Board discussed placing dissolution of the committee on a future agenda.
- FY 2025–26 Budget Committee: No report.
- Government Ad Hoc Committee: No report

### **5. Fire Chief’s Report (Highlights)**

The Fire Chief provided a monthly operational update, including:

- Attendance at the Humboldt County Fire Chiefs Annual Report presentation
- Participation in city/university working group meetings
- Holiday community events and Santa appearances
- Grant closeout efforts
- Incident response statistics: December total of **328 calls**, busiest year on record
- Training updates and leadership development participation

The Board expressed appreciation for District personnel, mutual aid agencies, volunteers, City staff, and community support during the recent downtown fire response.


### **Director’s Matters:**

Board members thanked all responding agencies and staff for their efforts during the recent incident and emphasized the importance of continued community support and preparedness planning.

**ADJOURNMENT**

Following Director Mendosa's motion and Director Loudenslager second, President Johnson adjourned the meeting at 8:15 pm.

The next Regular Meeting is scheduled for **February 12, 2026, at the Arcata Downtown Station Classroom, 631 9th Street in Arcata, at 5:30 pm.**



Respectfully submitted,

Anali Elizabeth Gonzalez  
Business Manager / Board Secretary  
Arcata Fire District