

# Rancho Adobe Fire Protection District

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## MINUTES OF THE REGULAR BOARD MEETING MARCH 18, 2020 — 7:00 P.M.

### MEETING WAS HELD VIA TELECONFERENCE FOR ALL BOARD DIRECTORS, STAFF AND MEMBERS OF THE PUBLIC

#### I. CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

President, Mark Hemmendinger, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on March 13, 2020.

##### Roll Call:

Directors Present: Mark Hemmendinger, Brian Proteau, Michael Gadoua, Nole Pacheco, Bret Herman, and Carla Grube. Due to connection problems, Leslie Cozad joined the call at 7:29 p.m.

Minutes Conducted by: Jennifer Bechtold

#### II. ORAL AND WRITTEN COMMUNICATIONS

##### A. Citizen Business/Public Comments on Items not appearing on Agenda

After experiencing connection issues, Mr. Barich was given time during the meeting to make a public comment. He noted that he has been asking the district for years to support his request to restart the CERT program. He feels, especially during times such as this, that volunteers could be beneficial to district.

##### B. Correspondence and/or Presentations

There was one piece of correspondence in board packets from Chief Thompson.

#### III. APPROVAL OF MINUTES

##### A. Regular Meeting of February 19, 2020

Motion moved by Mrs. Grube and seconded by Mr. Proteau.  
Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – absent  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – absent

**IV. CONSENT CALENDAR**

A. Ratification of Claims and Journal Vouchers

Motion moved by Mr. Pacheco and seconded by Mrs. Grube.  
Motion Carried: Aye 6 No 0 Abstain 0 Absent 1

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – absent  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

**V. ADMINISTRATIVE COMMUNICATIONS**

A. Chief's Report

Chief Thompson shared the following report:

- There were a total of 172 calls in February with 86 being EMS (50%).
- Full-time Firefighter EMT hiring process: Two-week full-time Firefighter academy has been completed. Captain Caldwell was placed on a 40-hour schedule and was the Lead Instructor. Personnel trained on hose evolutions, extrication, rescue, FF safety and survival, medical, ventilation, fire behavior. They also participated in live fire at the Richmond Refinery involving flammable liquids and Hazmat fires. Additionally, as well rope rescue operations including utilization of Henry 1 (Sonoma County Sheriff's Helicopter). Personnel have been assigned to shifts and placed on a four-month rotation during probation. Chief Thompson gave a special acknowledgement to Captain Caldwell for his commitment to the New Hire Academy along with several members that participated as instructors (Captains Deurloo and Gromala and Engineer DeJong).
- Engineer Assessment: Engineer Ikalani participated in the full-time FF academy to provide opportunity to develop his skills in the role of Engineer
- BC Assessment: BC Wandel is working with Clancy and Associates to deliver the Battalion Chief's Assessment in the second half of May. They are going to lock in some dates and let Chief know.
- Personnel Development: Continued Acting Captain training is being conducted with Engineer Porter.

*Administrative Communications Continued:*

- Live fire training: Two live fire-training sessions were scheduled to be delivered to Chevron Fire, but have since been canceled due to COVID-19. These trainings will be rescheduled for May
- COVID-19: We have provided our firefighters infection disease guidelines as instructed by CDC and County Health. They are wearing full protective PPE's when dealing with suspected patients. The Fire Chief's inspection has been postponed. All group training and activities have been cancelled. Leaving the station will only be for emergency calls and necessary activities with focus on social distancing.

B. Director Reports

There were no director's reports.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger reported that the budget looks to be on target for wages and benefits. He was very surprised to see the \$100K Mrs. Bechtold budgeted for strike team revenue has come in at \$102K. Mrs. Bechtold believes there is one more payment outstanding from the state.

b. Negotiations

Mr. Gadoua reported there would be a negotiation meeting with the Union on March 24. With regard to negotiations, noted Mr. Hemmendinger, this year is the last year for the current casino contract. A mistake was made when we assumed we had five years but we were already one year into the contract when it was signed.

c. Equipment

No report filed.

d. Legislative

No report filed.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

Item was covered under negotiations with regard to the casino contract.

D. Firefighters' Association Report

No report filed.

E. Firefighter's Union Report

No report filed.

## **VI. UNFINISHED BUSINESS**

### **A. Approval of Permit to Use Land for Groundwater Monitoring Station**

Mr. Hemmendinger introduced Mr. Kevin Campbell from the Sonoma County Water Agency. Some of the indecision on this item last month came from the fact we thought the property was under the County's ownership but the parcel was never formally transferred. Mr. Campbell will forward Mrs. Bechtold the contact for County Transportation to discuss the change in parcel owners. Mr. Campbell said there is no liability on our part to have the well put in. The liability would be transferred to the County once the parcel changes hands. This ground well is only to look at the relationship from ground water to the water in the creek next door. Mr. Proteau's only concern is insurance on the parcel in question and we should agendaize that item for next month.

Motion moved by Mr. Gadoua and seconded by Mrs. Grube.

Motion Carried: Aye   6   No   0   Abstain   0   Absent   1  

### **Roll Call:**

Mr. Pacheco – aye  
Mrs. Cozad – absent  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

## **VII. NEW BUSINESS**

### **A. Discussion on Meeting Notifications to Public**

Mr. Hemmendinger mentioned that there is a regularity to our monthly Board meetings and one can put a reminder on their devices. There's also meeting dates three months in advance listed on our website. This should be sufficient notification to the public. Mr. Proteau and Mr. Pacheco both agreed with Mr. Hemmendinger's comments that we do our due diligence in posting notices of our meetings. No further measures will be taken at this time.

### **B. Discussion on Board Committee Scope and Responsibilities**

Mr. Pacheco noted that there was a request from the Union for the chairperson to get involved in a certain matter with the equipment committee. However, the committee agreed that it was not necessary for the Board to get involved in this matter. As roles for the committees are handed out to new people, there is not real clear guidance on what the committee does and does not do. Mr. Pacheco asked each chair to draw up the scope and purpose of each particular committee, add it to the Board agenda and have some type of document drawn up. Mr. Pacheco would like to have this brought back to the Board for review and approval.

### **C. Discussion on Outstanding LAFCO Request Regarding Sphere of Influence**

Mr. Hemmendinger commented that we have all seen the published requests from the fire services working group. Some of the Region 9 and CSA 40 fire companies all became part of Gold Ridge, but Mr. Hemmendinger stated that we're not sure what this means since the sales tax measure did not pass. He feels at this time we should leave our own sphere of influence in place to see what the next step will be. Chief Thompson mentioned that Mark Bramfitt is possibly going to support

approving the same regions as the EMS uses, which is like our original plan last year. It is likely the LAFCO meeting on April 1 will be postponed due to current conditions. Mr. Hemmendinger has not spoken to Mr. Bramfitt to find out his current position. We should review the finances as we see them and be prepared to answer questions. The working group did not follow LAFCO's recommendations at the last meeting and the plan Gold Ridge has put together on finances is troublesome to say the least, stated Mr. Hemmendinger. Chief Thompson noted he never received a response from Supervisor's Hopkins or Rabbitt in response to his letter to them. We cannot have service go forward when there are gaps in territories and gaps in services.

The Board agreed we need to find out what the intent is on the LAFCO meeting and whether we need to have any discussion points prepared.

D. Discussion of Casino Contract Renewal

Mr. Hemmendinger noted that we have been approached by Sonoma County Fire District, who were asked by the County Supervisors to work out the split of the new contract for the casino funding. This meeting is scheduled for March 30 and he will attend along with BC Mark Dunn, Chief Thompson, Mr. Gadoua, and a representative from Rohnert Park. Prior to this meeting, Mr. Hemmendinger would like to have a discussion on our funding request and to have a backup position should we need to negotiate this. A meeting will commence with our members.

**VIII. DIRECTION ON FUTURE AGENDA ITEMS**

- Board committee scope and objectives.
- Continuing discussion of LAFCO request and updating Board members on what's happening with the meeting.
- Discussion on casino contract and renewal.

**IV. ADJOURNMENT**

With no further business to discuss, the Regular Board meeting was adjourned at 7:46 p.m.

Motion moved by Mr. Pacheco and seconded by Mr. Proteau.

Motion Carried: Aye   7   No   0   Abstain   0   Absent   0  

Roll Call:

Mr. Pacheco – aye  
Mrs. Cozad – aye  
Mr. Herman – aye  
Mr. Proteau – aye  
Mr. Hemmendinger – aye  
Mr. Gadoua – aye  
Mrs. Grube – aye

Date Approved:   4/15/2020