

Rancho Adobe Fire Protection District

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**MINUTES OF THE REGULAR BOARD MEETING
AUGUST 15, 2018 — 7:00 P.M.
COTATI FIRE STATION - #1 EAST COTATI AVE.
COTATI, CALIFORNIA**

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

President, Carla Grube, called the Regular Board Meeting to order at 7:00 p.m. The agenda for this meeting was posted on August 10, 2018.

Roll Call:

Directors Present: Carla Grube, Mark Hemmendinger, Greg Karraker, Michael Gadoua, Nole Pacheco, Harold Griffith, Brian Proteau

Minutes Conducted by: Jennifer Ober

II. ORAL AND WRITTEN COMMUNICATIONS

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

Michael Weihman commented that as a resident, he is worried about the future of the fire district and whether the full Board is behind the proposed ballot measure. He asked for a response from each Board member to state if they are for or against the new measure, and if against it, how you plan to fix the financial issues we face. The Board will respond under agenda item "Discussion on Ballot Measure for November 2018."

B. Correspondence and/or Presentations

Mrs. Grube read a written thank you note written to staff from neighbors of the recent Oak St. fire in Penngrove.

III. APPROVAL OF MINUTES

A. Regular Meeting of July 18, 2018

Motion moved by Mr. Karraker and seconded by Mr. Hemmendinger.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

IV. CONSENT CALENDAR

A. Ratification of Claims and Journal Vouchers

Mr. Hemmendinger asked why we are paying so much for off-site storage. Ms. Ober responded that unfortunately this is something we must have since we don't have enough storage available at the station.

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

Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

V. ADMINISTRATIVE COMMUNICATIONS

A. Chief's Report

Chief Thompson commented that he felt very positive about the Town Hall meeting last night and then made the following points:

- * New hires – we have conducted two tests and interviews and have six prospective new hires.
- * Flammable Vegetation Management – this continues to be a top priority. Captain Albini handles the bulk of the inspection work and we continue to have a steady stream of new complaints. We are also working with the County to enforce non-compliance.
- * Motorola Radio Emergency Trigger – Work continues with Motorola for the programming of our radios.
- * Lexipol – We continue to upload information into the system.
- * Disaster preparedness – Petaluma and Rancho Adobe combined to prepare and present the new COPE program to it's first audience, which was a combination of 200 citizens from both jurisdictions. There is a demand for more presentations.
- * All shifts received refresher training on County EMS protocol.
- * All shifts participated in Active Shooter MCI Drill
- * EMS Academy – Program started on August 13 with EMS Supervisor Cathy Dooyes and we will have four additional EMTs for the ambulance.
- * Probationary Firefighter Testing – Testing continues for 3, 6 and 9-month firefighters.
- * Engineer Academy – Training contuse with four personnel.
- * Captain's Assessment Center – 7 applications have been received and we are reviewing requirements, developing test components and dates.

Chief Thompson took a moment to acknowledge BC Wandel and his crew for fixing the wooden fascia around the office area of station 2. He commented that this is yet another example of our firefighters working to save the District money.

B. Director Reports

Mr. Karraker noted that we have not given up on SSU. A fourth email was sent to the CFO and Dr. Sasaki, requesting a meeting with Mr. Karraker and Chief Thompson. He's received no response to date.

C. Committee Reports

a. Finance/Budget

Mr. Hemmendinger commented that we are still early in our fiscal year but WC and PERS unfunded liabilities have been paid up front, otherwise the budget is on target. We do have a bit more cash on hand at this time than we did last year.

b. Negotiations

No report filed.

c. Equipment

Mr. Hemmendinger commented that the Equipment Committee met and went through the list of equipment. The expected life of one of the F-250 pickups is up this year at seven years old. It needs to be decided if seven years is an appropriate timeframe. We are now sending a truck out on strike team more frequently. 9183s replacement date has been moved up four years due to the design. 9132 is the rescue vehicle and we are getting some wear on this and so the request is to move the date of replacement up a few years as well. There is also the prospect of a refurbishment as opposed to a complete replacement. The ambulance replacement will be decided on once we see the future of this service. The old Ford Escape will stay in the district as it's used for utility matters. This meeting was for discussion purposes only and the committee wanted to give feedback to the board.

Chief Thompson said he feels with the ballot measure coming up, we need to have a real hard look at all our apparatus and re-prioritize if need be going forward. Mr. Hemmendinger recommended Chief Thompson provide his input to the committee as well.

d. Legislative

No report filed.

e. Chief's Evaluation

No report filed.

f. Long Range Planning

Item moved to Ballot measure topic.

D. Firefighters' Association Report

No report filed.

E. Firefighter's Union Report

No report filed.

VI. UNFINISHED BUSINESS

A. Discussion on Ballot Measure for November 2018

Mr. Karraker commented that we had our first Town Hall meeting last night and it was a very positive experience. He felt we had 100% -1 person supporting us. Cotati's Mayor Landman was there to support us and reaffirm the need to keep fire stations open.

The Board then responded to BC Weihman's question under citizens reports. Mr. Karraker is 300% supportive for the ballot measure. Mr. Proteau is also supportive of the measure. He was very happy with the support we received at the Town Hall meeting as well. Mr. Pacheco stated that he has gone through our financial statements and many other districts as well and he is fully supportive of this measure and commented how fiscally responsible the district has been. Mr.

Gadoua apologized for missing the Town Hall meeting last night. He has hesitations for such a large jump in cost of the new parcel tax, but he fully supports this because he understands the need for it. Mr. Hemmendinger has been in favor of this measure since the beginning. He has struggled watching the PAC and staff members get behind the measure and would like to see better organization of events. He is only concerned that the full board and district members not focused and behind it. Mr. Griffith said he has no comment other than he is not going to campaign against this but is not for it and not against it.

Mr. Karraker commented that T-shirts have been designed and Ms. Ober will be ordering them tomorrow. A handout was designed for Town Hall meetings and we are emailing out about one communication per week to citizens about various subjects. The ballot argument has been written and the Board reviewed it and made a couple changes. We will ask some folks in the community to sign this. Mr. Karraker noted that financially we need more donations. We are hurting for funding and can't run a strong campaign without more money. We really need to go after larger donations, so we can get funding ready for materials and walk pieces.

B. Discussion on Replacing Roof at Liberty Fire Station

There are no new reports.

The Public Hearing was opened at 7:58 p.m.

VII. PUBLIC HEARING

A. Presentation and Discussion on Final Budget for FY 2018/2019 (2nd Reading)

Mr. Hemmendinger gave an overview of the budget numbers and commented that generally speaking, the budget is pretty reasonable even though we have a deficit of \$360K. The Board agreed to put the entire rollover from FY 17/18 into equipment reserves.

The Public Hearing adjourned at 8:09 p.m.

VIII. DIRECTION ON FUTURE AGENDA ITEMS

There were no new items for the September Board meeting.

IX. ADJOURNMENT

With no further business to discuss, the Regular Board meeting was adjourned at 8:11 p.m.

Motion moved by Mr. Hemmendinger and seconded by Mr. Karraker.
Motion Carried: Aye 7 No 0 Abstain 0 Absent 0

Date Approved: 9/19/18