



NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

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MINUTES OF THE BOARD OF DIRECTORS' MEETING

Thursday, July 18, 2024 at 6:00 PM

1. OPENING GREETING:

- a. Meeting Called to Order by President Scott Newman at 6:04 PM
- b. Pledge of Allegiance
- c. Roll Call: Directors Fred Peterson, Larry Heiges, Scott Newman, Pat Abercrombie, Fire Chief Turbeville, Administrative Manager Anneke Turbeville and Treasurer Michael Pigoni were present.
- d. Approval of the Agenda: Fred Peterson asked to move Item 3(b)ii to follow Public Discussion. **A motion was made and seconded (Peterson/Abercrombie) to approve the agenda with that change. All ayes.**

2. PUBLIC DISCUSSION: None.

DISTRICT COLLABORATION (moved up from Item 3(b)ii):

Chief Turbeville reported that the agreement signed last month is intended to put another ambulance into the system. Bell's Ambulance reported that in the first 17 days the 3rd unit has already made a positive impact. Erik Polan reported that the QRV is up and running.

3. OLD BUSINESS: This time is set aside for continued discussion and possible action on any issue held over from the last meeting.

a. **STRATEGIC PLANNING**

Director Abercrombie announced that the first draft of the strategic plan was delivered about three weeks ago and is currently undergoing edits. The next phase is to discuss integration into Abercrombie and Newman's action plan. Chief Turbeville noted that the planning meetings had decent attendance, but attendees were mostly our supporters. Abercrombie said it was his first opportunity to work with District staff.

b. **DISTRICT COLLABORATION**

- i. Director Newman announced that he and Director Abercrombie will attend the Cloverdale Fire board meeting to observe. Director Peterson said he needs to know more about what Cloverdale Fire is doing and wants to set up regular committee meetings.
- ii. Director Abercrombie reported that he met with Healdsburg representatives to discuss vegetation management in the open spaces around Healdsburg. Directors Peterson and Abercrombie set up meetings with Healdsburg on the 2nd Wednesday of every third month. Committee members Abercrombie and Peterson want our District to consult with our neighbors each time we spend Measure H funds. Peterson announced that Healdsburg is not deciding how to spend their Measure H funds until January.
- iii. Scott Newman, Fred Peterson, and Chief Turbeville met with Karissa Kruse in the spirit of neighbor helping neighbor. Newman reported that the winegrower community wants to be

trained on how to keep themselves safe if they choose not to evacuate during a fire. Peterson pointed out the need to interact with non-English speakers.

- iv. Director Newman wondered if the postcard inviting community members to the strategic planning sessions resulted in increased sign-ups for the District's email-distribution list; Anneke Turbeville reported that she did not notice any extra sign-ups. Newman and Abercrombie want to see a newsletter sent out via email every 2 months. Margie Hanselman suggested sending something out quarterly.

c. **MEASURE H PLANNING**

- i. Abercrombie reported that Walter Kieser is working with Ben Fay to determine our exposure points and governance challenges.
- ii. Last month the Board approved the hiring of an architect to look at all our fire stations, including the new Measure H facility. The Alexander Valley Fire Station open house was held last weekend. This event was targeted for the Alexander Valley community.

4. **NEW BUSINESS:** Presentation and discussion of new issues brought before the Board or continued discussion of issues not on the previous month's agenda.

a. **LIABILITY INSURANCE REVIEW**

Directors Newman and Abercrombie voiced their concern over the risks associated with our unique District and its rapid expansion due to annexation. Newman asked for a motion to have Ben Fay review our current liability insurance and present the Board with a written opinion on our risks and the adequacy of our coverage. **A motion was made and seconded (Peterson/Heiges) to authorize up to \$3,000 for an opinion letter from Ben Fay regarding what liability the District faces. All ayes.**

b. **CONFLICT OF INTEREST CODE**

A motion was made and seconded (Peterson/Heiges) to not make any changes to our current Conflict of Interest Code. All ayes.

c. **CLOVERDALE FEMA GRANT**

A motion was made and seconded (Peterson/Heiges) to authorize the Fire Chief to sign a contract with the selected firm to perform environmental compliance for the Cloverdale FEMA grant for an amount not to exceed \$60,000. All ayes.

d. **POLICIES**

The following policies may be approved at the regularly scheduled August board meeting:

- 300: Incident Management
- 305: Tactical Withdrawal
- 306: Atmospheric Monitoring
- 307: Staging
- 310: Elevator Entrapments
- 311: Elevator Restrictions
- 312: Swiftwater Rescue
- 313: Confined Space Rescue
- 314: High Rise Incident Management
- 315: Wildland Firefighting

- 316: Trench Rescue
- 317: Carbon Monoxide Detector Activations
- 318: Hazardous Materials Response
- 319: News Media Relations
- 321: Scene Preservation
- 323: Traffic Collisions
- 327: Abandoned Infants
- 329: Line of Duty Death Investigations
- 330: National Fire Incident Reporting System
- 1001: Performance Evaluations

5. **MINUTES:** Item F of the June 20th minutes has a typo- it should read 2024/2025 instead of 2024/2024. **A motion was made and seconded (Peterson/Abercrombie) to approve the June 20, 2024, regular meeting minutes with that correction. All ayes.**
6. **FINANCIAL REPORT:** Presentation by Director Heiges on the past month's income and expenditures. Heiges reported that we are a bit behind on Cloverdale Fire payments. He suggested changing the wording "net income" on the financials, since we don't make a profit. Heiges requested a list of all contracts and obligations in the operations fund. Scott Newman gave a brief update on the PG&E claim he is working on.
7. **CONSENT CALENDAR:** The following items were listed on the consent calendar:
- a. Approval of the June/July bills to be paid.
 - b. Authorize purchase of 1 multi-band portable radio with a total cost not to exceed \$4,500, including accessories.
 - c. Authorize \$10,000 in vegetation management funding to install flatbed on F-250 vehicle.
 - d. Policies:
 - 104: Components
 - 302: Fire Ground Accountability
 - 303: Rapid Intervention
 - 304: Urban Search and Rescue
 - 400: Fire Inspections
 - 701: Personal Communication Devices
 - 704: Information Technology Use
 - 705: Mobile Data Computer Use
 - 915: Hazardous Energy Control
 - 1020: Physical Fitness
 - 1026: Personal Appearance Standards
 - 1027: Uniform Regulations
 - 1033: Line Of Duty Deaths
 - 1034: Line of Duty Death and Injury Notification
 - 1043: Drug and Alcohol Testing
 - 1048: Travel and Reimbursement

A motion was made and seconded (Peterson/Heiges) to approve all consent calendar items. All ayes.

8. **CHIEF'S REPORT:** Chief Turbeville reported the following (in addition to his written report):

- a. Fires are happening on upstaffed days.
- b. He met with the new owners of Pocket Ranch.
- c. He is working on Measure H documents/plan.
- d. We may receive a dispatch bill from REDCOM.
- e. PG&E is planning to give the Foundation money for vegetation management.

9. **CORRESPONDENCE:** None.

10. **GOOD OF THE ORDER:** Director Peterson announced that there is a party coming up on Saturday.

11. **ADJOURNMENT OF THE MEETING:** A motion was made and seconded (Peterson/Heiges) to adjourn the meeting at 8:06 PM. All ayes.

Minutes approved as written- Motion/Second: Abercrombie/Peterson

Clerk of the Board: Anna Jurbville Date: 8/15/2024

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