



NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

20975 Geyserville Avenue • PO Box 217 • Geyserville • California • 95441 • (707) 857-4373 • northernsonomacountyfire.org

REGULAR BOARD OF DIRECTORS' MEETING

Thursday, March 21, 2024 at 6:00 PM

Geyserville Fire Station - 20975 Geyserville Avenue, Geyserville, CA 95541

Meeting Access via Zoom	Meeting Access via Telephone
https://us02web.zoom.us/j/84126339582?pwd=WndYQ25HYTld3k5d1o3eGJOMXo4dz09	1 (669) 900-6833
Meeting ID: 841 2633 9582	Meeting ID: 841 2633 9582

This meeting will be conducted in person at the address listed above. As a convenience to the public, members of the public may also participate virtually. However, in the event there is a disruption of service or equipment difficulties/failures which prevent the District from broadcasting the meeting to members of the public, the meeting will not be postponed or rescheduled but will continue without remote participation. Remote participation is provided as a convenience to the public and is not required. Members of the public are encouraged to attend the meeting in person.

1. OPENING GREETING:

- a. Meeting Called to Order by President Scott Newman
- b. Pledge of Allegiance
- c. Roll Call: Rob Stewart [] Fred Peterson [] Larry Heiges [] Scott Newman [] Pat Abercrombie []
- d. Approval of the Agenda

2. PUBLIC DISCUSSION: The public is welcomed and encouraged to address the Board at this time on matters not on the Agenda. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to take action on any matter not on the Agenda unless it determines that an emergency exists or the need to take action arose after the posting of the Agenda. This period will be limited to thirty minutes and individual speakers will be limited to five minutes.

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

a. CITY AND PLANNING UNIT OUTREACH

The Board will receive a verbal update from Chief Turbeville and Directors Peterson and Abercrombie.

b. STRATEGIC PROGRESS

Directors Abercrombie and Newman will present a written framework to promote the advancement of Board objectives and seek input, comments, and/or approval for the following:

- i. A draft graphic depicting the relationships between the District Board, staff, partners, consultants, contractors, constituents. on the progress of the strategic plan.
- ii. A draft graphic representing proposed District Planning Areas.
- iii. Introduce the subject of how to strengthen the District's ability to communicate with its constituents.

c. FIRE STATION UPDATES

This time is set aside for comment/discussion on matters relating to the acquisition of land, architectural designs, construction plans, building and landscaping maintenance, funding sources, and site suitability of current and future firehouses.

- i. The Fire Chief will present a draft Request for Proposal to hire an architect for the remodel of the Geyserville Fire Station.

d. DISCUSSION OF SONOMA COUNTY MEASURE H

- i. Chief Turbeville will review a preliminary list of priorities applicable to our District's primary operations.
- ii. Director Peterson will address the 5% of the sales tax that will go to county wide vegetation management and the draft Sale Tax Vegetation Management Funding Operating Plan for its administration with Fire Safe Sonoma and the District.
- iii. Open discussion/questions/comments regarding Measure H.

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. APPROVE ASSISTANT CHIEF POSITION

The Board will consider approving the position of Assistant Chief and establishing the wages for that position.

b. DECEMBER BOARD MEETING DATE CHANGE

The Board will consider moving the December 19th meeting to December 12th.

c. VEGETATION MANAGEMENT "FUELS CREW" FACILITY RENTAL

The Board will consider approving the following action items regarding the fuels crew facility rental:

- i. Authorization for the Fire Chief to sign a rental agreement for less than or equal to \$2,500 per month for a fuels crew facility.
- ii. Allocation of \$500 per month for services for the facility.
- iii. Allocation of \$20,000 for workspace improvements of the facility.

d. 2024 APPARATUS PLAN

The Fire Chief will present his 2024 Apparatus Plan. The Board will consider the following action items:

- i. Approval to sell 6265 and 6295.
- ii. Authorization to spend up to \$250,000 to purchase new or used utility vehicles, including an electric pickup.

e. POLICIES

The following policies will be considered for adoption at the April board meeting: 600 Fire Equipment Driver/Operator Training, 602 Bloodborne Pathogen Training, 603 CPR Training, 605 Hazard Communication Program Training, 606 Hazardous Materials (HAZMAT) Training, 607 Hearing Conservation and Noise Control Training, 608 Heat Illness Prevention Training, 609 HIPAA Training, 610 Illness and Injury Prevention Program (IIPP) Training, 611 NIMS Training, 612 Repetitive Motion Training, 613 Respiratory Protection Training, 614 Discriminatory Harassment Training, 615 Wildland Fire Shelter Deployment Training, 618 Live Fire Training, 704 Information Technology Use, 706 Knox-Box Access, 709 Photography and Electronic Imaging, 900 Illness and Injury Prevention Program, 901 Cal OSHA Inspections, 903 Communicable Diseases, 906 Heat Illness Prevention Training, 907 Respiratory Protection Program, 911 Facility Safety, 914 PPE, 916

Hazard Communication, 1038 Family and Medical Leave, 1039 Military Leave, 1040 Pregnancy Disability Leave, 1046 Sick Leave, 1100 Facility Security, 1101 Emergency Power, 1102 Waste Water Discharge, 1103 District-Owned Fuel Storage Tanks, 1104 Flag Display, 1105 Fire Station Living.

f. FIRE CHIEF EVALUATION

The Board will present upcoming Chief Evaluation forms and timeline according to SOPA-8A.

5. **MINUTES:** Review and approval of February 15, 2024, regular meeting minutes.
6. **FINANCIAL REPORT:** Presentation by the Board Treasurer on the past month's income and total expenditures.
7. **CONSENT CALENDAR:**
 - a. Review and approval of the February/March bills to be paid.
 - b. Review and approval of purchase requests.
 - i. \$9,000 for laptop for Fire Chief position
 - ii. \$15,000 to hire 3 temporary FF April through June
 - c. Review and approval of budget adjustments for the current budget period.
 - d. Presentation of Financial Statements and Independent Auditor's Report June 30, 2023 and 2022.
 - e. The Board will consider adopting the following policies: 217 Organization Structure, 301 Emergency Driving, 317 Child Abuse Reporting, 318 Disposition of Valuables, 319 Carrying Weapons On-Duty, 320 Performance of Duties, 321 Adult Abuse, 326 Grocery Shopping On-Duty, 703 Use of District Vehicles, 707 Communications Operations, 708 Public Alerts, 800 Records Management, 802 Subpoenas, 904 High Visibility Safety Vests, 905 Apparatus/Vehicle Backing, 908 Personal Alarm Devices, 910 Vehicle Safety Belts, 913 Automated External Defibrillators, 1000 Recruitment and Selection, 1007 Tuition Reimbursement, 1008 Reporting for Duty, 1010 Overtime, 1011 Discriminatory Harassment, 1012 Conduct and Behavior, 1015 On-Duty Voting in Statewide Elections, 1021 Workplace Violence, 1022 Lactation Breaks, 1023 Drug and Alcohol Free Workplace, 1026 Badges, 1027 Identification Cards, 1029 Temporary Modified Duty Assignments, 1030 Return to Work, 1034 Funerals, 1038 Driver License Requirements, 1042 Anti-Retaliation.
8. **CHIEF'S REPORT:** Review and questions regarding the Chief's monthly report and any verbal updates on the status of the District and matters pertaining to the operation of the Department.
9. **CORRESPONDENCE:** This time is set aside to read any letters or related correspondence to District business.
10. **GOOD OF THE ORDER:** This time is set aside for announcements of any events that may be of interest to District board members or personnel.
11. **ADJOURNMENT OF THE MEETING:** Set date and time of the next meeting.

The District does not transcribe its proceedings. Anyone who desires a verbatim record of this meeting should arrange for attendance by a court reporter or for other acceptable means of recordation. The public is allowed to use any form of audio or video recording, absent a reasonable finding by the Board that this action will disrupt proceedings. Such arrangements will be at the sole expense of the individual requesting the recordation. Questions about this agenda – call the Fire District's Office at 707/857-4373.