



NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

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MINUTES OF THE BOARD OF DIRECTORS' MEETING

December 14, 2023 AT 6:00 PM

1. OPENING GREETING:

- a. Meeting Called to Order by Director Fred Peterson at 6:03 PM
- b. Pledge of Allegiance
- c. Roll Call: Directors Rob Stewart, Pat Abercrombie, Larry Heiges, Fred Peterson and Scott Newman were present. Treasurer Michael Pigoni, Fire Chief Marshall Turbeville and Administrative Manager Anneke Turbeville were also present.
- d. Approval of the Agenda: **A motion was made and seconded (Stewart/Newman) to approve the agenda. All ayes.**

2. PUBLIC DISCUSSION: None.

3. OLD BUSINESS:

- a. City and Planning Unit Outreach Efforts Update: Fred Peterson announced that the letter to Healdsburg City Manager Jeff Kay was included in the packet. He noted that the city of Healdsburg owns property within our boundaries so they need to discuss vegetation management.
- b. Strategic Planning Update: Scott Newman and Pat Abercrombie created an action plan after looking through old plans, reading Sonoma Valley's strategic plan, and reviewing Walter Kieser's work. They wish to interview the group that worked on Sonoma Valley's plan, since that plan is more consumable to the public than our current task focused plan. Pat Abercrombie reviewed the initiatives outlined in the action plan.
- c. Fire Station Updates: Station 2 renovations will start mid-January. We are currently working to empty the building. It is expected to take 120 days to complete the remodel. Rob Stewart reported that he is still working on locations for a new station.
- d. FEMA Grant Funding: Chief Turbeville reported that this project is behind schedule and funding can be found at a later date.
- e. Fire Sales Tax Measure: **A motion was made and seconded (Newman/Heiges) to approve Resolution 2023/ 2024-1214-01 SUPPORTING THE MEASURE FOR THE IMPROVED AND ENHANCED LOCAL FIRE PROTECTION, PARAMEDIC SERVICES AND DISASTER RESPONSE INITIATIVE SUBMITTED TO THE VOTERS OF SONOMA COUNTY AT THE MARCH 5, 2024 ELECTION. Roll Call Vote: Heiges- aye; Stewart- aye; Peterson-aye; Abercrombie-aye; Newman-aye. Motion passed.** Kieser and Peterson have been discussing the governance for the tax measure's vegetation management funds. They want a governance body and a committee of professionals and experts to vet the projects. Kieser stated that the Fire Safe Council cannot fill that position alone.
- f. Policies: **A motion was made and seconded (Abercrombie/Heiges) to adopt Policy 1026: Smoking/Tobacco Products. 3 Ayes, 1 Abstain**
- g. Assistant Fire Chief Position: This item will be discussed at a later date

4. NEW BUSINESS:

- a. MAC Representative: Dilworth is the current representative, but he is not active on the committee. **A motion was made and seconded (Abercrombie/Newman) to nominate Larry Heiges as the MAC Representative, with Rob Stewart as an alternate. All ayes.**
- b. Proposed Sick Leave, Holiday, and Step Raises: **A motion was made and seconded (Stewart/Heiges) to approve increasing the sick leave for part-time and temporary employees to**

meet compliance with SB 616. All ayes. A motion was made and seconded (Stewart/Heiges) to increase the sick leave of full-time fuel crew members from 3.96 to 4 hours per pay period. All ayes. A motion was made and seconded (Stewart/Heiges) to increase the holiday pay of full-time crew members from 8 to 10 hours. All ayes. A motion was made and seconded (Stewart/Heiges) to approve step raises of 2.5% for full-time crew members. All ayes.

5. **MINUTES:** A motion was made and seconded (Newman/Abercrombie) to approve the minutes from the November 16, 2023 Regular Meeting. All ayes.
6. **FINANCIAL REPORT:** Director Stewart reviewed the financial statements.
7. **CONSENT CALENDAR:** A motion was made and seconded (Newman/Abercrombie) to approve the bills. All ayes.
8. **CHIEF'S REPORT:** Chief Turbeville reported that he is advertising the FEMA grant, and wrapping up the Lake Sonoma Watershed grant, the South Big Ridge project, and the North East Grazing grant.
9. **PRESIDENT'S REPORT:** President Peterson thanked the Chief, Anneke, firefighters and the Board for an active year and asked that everyone keep doing what they are doing and do it better. He noted that Scott Newman will be taking over as President in January. The Board thanked Fred Peterson.
10. **NORTHERN SONOMA COUNTY FIRE FOUNDATION:** Fred Peterson announced the January blood drive and Chief Turbeville announced that the Foundation bought a new boat for the District.
11. **NORTHERN SONOMA COUNTY FIRE JPA COMMITTEE REPORT:** The committee did not meet this month.
12. **CORRESPONDENCE:** None.
13. **FUTURE/POTENTIAL AGENDA ITEMS:** Fred Peterson wants to add a special meeting sometime in January.
14. **GOOD OF THE ORDER:** None.
15. **ADJOURNMENT OF THE MEETING:** A motion was made and seconded (Abercrombie/Stewart) to adjourn the meeting at 7:45 PM. All ayes.

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

Clerk of the Board: Anneke Turbeville Date: 1/18/2024

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