



NORTHERN SONOMA COUNTY FIRE PROTECTION DISTRICT

Regular Board of Directors' Meeting

Thursday, November 21, 2024 at 6:00 PM

Geyserville Fire Station – 20975 Geyserville Ave, Geyserville, CA

The agenda and all supporting documents are available for public review at 20975 Geyserville Avenue, Geyserville, CA 95441, 72 hours in advance of each regularly scheduled meeting. Materials related to any items on this agenda submitted to the Board after distribution of the agenda, and not otherwise exempt from disclosure, will be made available for public review during normal business hours.

Assistance for Disabled: If you are disabled in any way and need accommodation to participate in the meeting, please call the Clerk of the Board at 707-857-4373 so the necessary arrangements can be made.

1. Opening Greeting

- a. Call to Order
- b. Roll Call: Newman, Stewart, Abercrombie, Peterson, Heiges
- c. Pledge of Allegiance
- d. Approval or Amendment 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. Draft Strategic Plan
 - The Board and the public will have an opportunity to review and comment on the draft 2024 - 2029 Strategic Plan and the Management and Implementation Guide **(No action tonight – possible adoption at December meeting)**.
 - The Board will consider dissolving the Strategic Planning Ad Hoc Committee since the Strategic Plan is in its final stages **(Action Item)**.

b. Master Plan

- Master Plan Ad Hoc Committee Report: Though actual formation of the actual plan has to wait until the budget for the strategic plan initiatives are decided upon sometime early in 2025, the Master Plan Ad Hoc Committee will begin working on the format for the master plan, in collaboration with staff. This will include researching best practices and how other agencies have approached and implemented their master plans **(Informational only, no action to be taken)**.

c. Measure H Funding Agreement and Annual Report to Measure H Oversight Committee

- The Board will provide any recommendations for Agreement or Report modifications to the Sonoma County Fire Chief's Association **(Action Item)**.

d. Measure H and Annexation Funding Implementation Plan

- Presentation of Measure H and Annexation Funding Implementation Plan: This is an opportunity to ask staff questions about the Plan **(Informational only, no action to be taken)**.

e. Board Member Training and Orientation

- The Board will consider appointing a committee to work with staff to develop board training and orientation options and determine the level of training that is desired **(Action Item)**.

f. Risk Management

- The Board will discuss responsibilities for each legal issue currently under review by Jarvis Fay **(Action Item)**.
- The Board will consider creating an Ad Hoc Committee to address these legal issues **(Action Item)**.

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. Facilities Needs Assessment

- Presentation by DTA on the assessment process **(Informational only, no action to be taken)**.

b. Bill Payment Procedure

- The Board will consider amending the current bill payment process **(Action Item)**.

c. Northern Sonoma County Fire JPA

- The JPA Committee will report that the intent of the JPA is to have a shared written report for Cloverdale and Northern Sonoma County Fire agenda packets **(Informational only, no action to be taken)**.

d. Policies

- i. Introduction of New Policies. There is no action to be taken on these policies tonight. Any suggested changes should be submitted to staff prior to the next Board Meeting.
 - Chipper Operations Use & Safety

- Reporting for Duty
 - Emergency Recall
 - Medical Clearance
 - Purchasing and Procurement Policy
 - Financial Reserve Policy
- ii. Board Policies. The current policy committee members are asking one or two Board members to join them for the Board policies **(Action Item)**.
- e. Multi-Purpose Room
- The Board will consider suspension of community use of the multi-purpose room starting January 1st until there is a plan to address building security, facility access, liability, payment, and use conflicts **(Action Item)**.
- f. Flammable Storage Cabinet
- The Board will consider approval of up to \$2,500 for the purchase of a flammable storage cabinet **(Action Item)**.

5. Minutes

The Board of Directors will review, amend and approve prior months' Board meeting minutes.

- a. October 17, 2024 Regular Meeting Minutes **(Action Item)**

6. Financial Report

The Board Treasurer or designee will report on the past month's income and expenditures.

7. Consent Calendar

Matters listed under the Consent Calendar are considered to be routine and will be enacted by one motion and one vote. There will be no separate discussion of these items. If the Board or the public desires discussion, that item will be removed by the Consent Calendar and will be considered separately.

- a. Approval of the October/November bills to be paid.

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 Board Members or personnel.

11. Adjournment of the Meeting