

MINUTES

*Regular Board Meeting
October 11, 2022
5:30 p.m.*

Location: Remote Via Zoom

Board of Directors

*Randy Mendosa (Division 3) - President, Blaine Maynor (Division 1) - Vice-President,
Nicole Johnson (Division 2) - Director, Eric Loudenslager (Division 4) - Director
David Rosen (Division 5) - Director*

CALL TO ORDER

The regular session of the Board of Directors for the Arcata Fire District was called to order by President Randy Mendosa at 5:30 pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance has been suspended during Shelter in Place.

ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum and the following were present remotely via zoom: President Randy Mendosa, Director Nicole Johnson, and Director Eric Loudenslager. Vice President Blaine Maynor and Director David Rosen were absent.

Additional District administrative staff included Fire Chief Justin McDonald, Assistant Chief Chris Emmons, Fire Marshal Ed Laidlaw, and Board Secretary Becky Schuette.

APPROVAL OF AGENDA

It was moved to approve the agenda.

Motion: Johnson; **Second:** Loudenslager

Roll Call: Ayes; Johnson, Loudenslager, and Mendosa. **Absent;** Maynor and Rosen
Motion Carries

PUBLIC COMMENT

President Mendosa called for public comments and there were none.

Senior Management Group – Nothing to report.

Local 4981 – Board Clerk Schuette reported on behalf of Captain Marcus Lillard who had requested she do so earlier in the day. There was nothing to report but he had asked that the Board be advised that the new Captains are assimilating nicely with their new crews.

Arcata Volunteer Firefighters Association (AVFA) – Roy Willis, President, reviewed his submitted report.

CONSENT CALENDAR

1. Minutes from September 13, 2022, Regular Meeting
2. September 2022 Financial Report

3. Renewal of Adoption of Resolution 21-247 for an Additional 30 Days, Making Findings Pursuant to Government Code Section 54953, As Amended by Assembly Bill 361, and Authorizing the Continued Use of Virtual Meetings

President Mendosa reviewed the consent items aloud and queried if anyone wanted any items pulled. There were no comments from the Board or the public.

It was moved to approve the consent calendar.

Motion: Johnson; Second: Loudenslager

Roll Call: Ayes; Johnson, Loudenslager, and Mendosa. **Absent;** Maynor and Rosen
Motion Carries

CORRESPONDENCE & COMMUNICATIONS

1. Public Correspondence – President Mendosa reviewed the correspondence aloud. There were no additional comments from the Board or the public.

2. Committee Reports:

- a. Arcata Station Committee (*Mendosa, Maynor*) – Nothing to report.
- b. Arcata General Plan & Gateway Area Plan Committee (*Loudenslager, Mendosa*) – Director Loudenslager reported that progress is being made. There had been meetings with the City and the University, requesting involvement and a Standards of Coverage. They will be providing a report to the Planning Commission later this month.
- c. Measure F Committee – Nancy Reichard advised they had submitted the report in writing and briefly spoke on the document. The committee found that the funds were spent appropriately. There were no questions from the Board or the public at this time.

3. Fire Chief's Monthly Report – Chief McDonald reviewed his monthly report aloud. There were a few questions to the Chief about the Bayside property and President Mendosa requested clarification on the protest by Frank Toste related to the retiree medical insurance.

4. Director Matters – There was nothing to report.

DISTRICT BUSINESS

1. Accept the Actuarial Valuation and GASB 75 Report for the Fiscal Year End June 20, 2022: Chief McDonald yielded his time to Cathy MacLeod from MacLeod Watts, Inc. who provided her PowerPoint presentation. On a query from Director Loudenslager, Ms. MacLeod explained where the numbers in the report show up in our annual audit and budget. She went on to explain how putting "some" money into the trust on a regular basis to create a five year history, can help reduce the liability. There were no additional comments from the Board or the public.

It was moved to accept the Actuarial Valuation and GASB Report for Fiscal Year End June 30, 2022.

Motion: Loudenslager; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, and Mendosa. **Absent;** Maynor and Rosen
Motion Carries

2. First Reading, by Title Only, of Proposed Ordinance 22-21: Chief McDonald reviewed his staff note aloud and made his recommendation.

The Board Clerk introduced and read aloud, by title only, Ordinance No. 22-21.

President Mendosa queried the Board for questions and there were none.

Chief McDonald requested Fire Marshal Laidlaw briefly explain the purpose of the Ordinance.

There were no public comments.

It was moved set the matter for the public hearing at the November 8, 2022.

Motion: Loudenslager; Second: Johnson

Roll Call: Ayes; Johnson, Loudenslager, and Mendosa. **Absent;** Maynor and Rosen
Motion Carries

3. Consider Adoption of Resolution 22-274 and Exhibit A, Proposed Ordinance 22-21 and Findings Related to Adoption of the 2022 California Fire Code:

There were no questions from the Directors or the public.

It was moved to adopt Resolution 22-274 and Exhibit A, Proposed Ordinance 22-21 and Findings Related to Adoption of the 2022 California Fire Code.

Motion: Johnson; Second: Loudenslager

Roll Call: Ayes; Johnson, Loudenslager, and Mendosa. **Absent;** Maynor and Rosen
Motion Carries

4. Fiscal Year End 2021-22 Final Report: Chief McDonald reviewed his staff report aloud. He then queried the Board members that were present, for a date of a workshop with Andrew Flynn. Some dates and times were discussed, and the Chief will reach out to Andrew Flynn and get back with the Board for a final date and time.

There were no comments from the Board or the public.

This item was for information only, no action was taken.

5. Consider the Process for Filling the Division 5 Director Vacancy: Chief McDonald reviewed his staff report aloud and made his recommendation.

There were no comments from the Board or the public.

It was moved to:

1. Direct staff to initiate the process of appointing of a successor to fill the pending vacancy for Division 5 Director.
2. Set a date for interviews of potential candidates with a goal for interviews at the December 13, 2022, meeting and to have the appointment filled by the January 2023 regular Board meeting.

Motion: Johnson; Second: Loudenslager

Roll Call: Ayes; Johnson, Loudenslager, and Mendosa. **Absent;** Maynor and Rosen
Motion Carries

CLOSED SESSIONS

There was no closed session scheduled.

ADJOURNMENT

Following a motion, President Mendosa adjourned the meeting at 7:05 pm.

Motion: Johnson; **Second:** Loudenslager

The next Regular Meeting is scheduled for **November 8, 2022, at 5:30 pm.**

Respectfully submitted,



Becky Schuette,
Clerk of the Board