

MINUTES

*Regular Board Meeting
January 14, 2020
5:30 p.m.*

*Location: 631 9th Street, Arcata
Arcata Fire Station Classroom*

Board of Directors

*Nicole Johnson (Division 2) - President, Randy Mendosa (Division 3) - Vice-President,
Rene Campbell (Division 1) - Director, Elena David (Division 4) - Director
David Rosen (Division 5) - Director*

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Johnson.

3. ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum and the following were present: President Nicole Johnson, Vice President Randy Mendosa, Director Rene Campbell, Director Elena David and Director David Rosen.

Additional District staff included Fire Chief Justin McDonald, Battalion Chief Curt Watkins and Board Secretary Becky Schuette.

4. APPROVAL OF AGENDA

The Chief requested that, in advance of public comments, we add a presentation of an award to Nick Hurn. He was on duty with the ambulance and would not be able to stay at the meeting for long. There were no objections or comments from the Board or the public.

It was moved to approve the agenda.

Motion: Campbell; Second: Mendosa

Roll Call: Ayes; Campbell, David, Mendosa, Rosen and Johnson

Motion Carries

Chief McDonald introduced Firefighter Nick Hurn and presented him with the Fire Chief's Achievement Award, a copy of which will be Attachment 1 to these minutes.

5. PUBLIC COMMENT

There were no public comments at this time.

6. CONSENT CALENDAR

6.1 Approval of Minutes from December 10, 2019 Regular Meeting

6.2 December 2019 Financial Report

There were no public comments and no comments from the Board.

It was moved to approve the consent calendar.

Motion: Rosen; Second: Campbell

Roll Call: Ayes; Campbell, David, Mendosa, Rosen and Johnson

Motion Carries

7. PUBLIC HEARING

There was no public hearing.

8. OLD BUSINESS

8.1 Measure R Update: Chief McDonald used this time to update the Board on his activities related to the funding measure. He has met with neighborhood watch groups and did a prerecorded version of Talk Shop on KINS radio. A radio advertisement also ran on KINS radio regarding information on the District. The main feedback he has received, thus far, is that people just do not relate the “Arcata” Fire District as being their fire department if they live in areas other than Arcata.

The Chief continued by advising the Board of upcoming dates and groups that he will be speaking to over the next few months. He is seeking Directors to attend with him. He will follow up with an email of the dates and locations.

This item was for information only, no action taken.

9. NEW BUSINESS

9.1 Consider Accepting the Fiscal Year 2018-19 Financial Audit Report: Chief McDonald advised that we did not invite Mr. Arch to travel up to the meeting, in the hopes of saving some money with our final closeout audit bill. He advised the Board that if anyone had questions for Mr. Arch, those could be presented to him in an email. Clarification for those questions, provided via email, will be provided to the Board at the next meeting.

Director Rosen had a question regarding the “note” due on January 1st. Chief McDonald clarified that this was the loan payment for the fire apparatus and that next year’s payment will be the final loan payoff. Director Rosen added that he did have a few questions for Mr. Arch and that he would email them to the Chief.

Director Mendosa added that he would like that loan payment funding to remain in the budget to build a vehicle replacement fund.

Chief McDonald advised the Board that if director Rosen’s questions would not hold up approval of the audit, then the Board can still proceed. Director Rosen advised that his questions would not be a problem.

There was no further discussion or public comments.

It was moved to accept the Fiscal Year 2018-19 Financial Audit Report.

Motion: Campbell; Second: Rosen

Roll Call: Ayes; Campbell, Mendosa, Rosen and Johnson **Abstain;** David

Motion Carries

9.2 Request for Nominations for Humboldt Local Agency Formation Commission

(LAFCo): Chief McDonald explained the item and advised the Board that Fire Districts are well represented by Debra Lake with Fruitland Ridge Fire and Troy Nicolini with Samoa Fire. However, if any of our Board Directors were interested in being nominated, this was the time and manner to do so.

There were no public comments and no further discussion or action taken by the Board.

9.3 Consider Claim for Damages Filed by Cynthia Turnbull: Chief explained the process of initial denial of the claim that is required by the Board in order for our third party administrator to take over the claim. Director Mendosa spoke of his objection to this policy and our process, indicating he would prefer the District take ownership and pay damages, then let the insurance company deal with it. Chief McDonald reminded the Board that we have a contract with FAIRA for our liability insurance and their policy requires our Board to handle these situations in this manner.

There were no further comments from the Board and no public comments.

It was moved to deny the claim and refer it to our third party administrator.

Motion: Rosen; Second: Campbell

Roll Call: Ayes; Campbell, David, Mendosa, Rosen and Johnson

Motion Carries

9.4 Consider Establishing a Board Policy and Procedures Manual Review Committee:

Director Mendosa and Campbell volunteered for the committee. There was no further comments or discussion from the public or the Board.

It was moved to establish a board policy and procedures manual review committee with volunteers Director Mendosa and Director Campbell

Motion: Campbell; Second: Mendosa

Roll Call: Ayes; Campbell, David, Mendosa, Rosen and Johnson

Motion Carries

10. CORRESPONDENCE

President Johnson reviewed the correspondence.

11. MONTHLY ACTIVITY REPORTS

11.1 Chiefs Report - Chief McDonald verbally reviewed his staff report with no additions.

11.2 Committee Reports - There are currently no standing committees.

11.3 Director Matters - Director Mendosa wanted to acknowledge and thank Director Campbell for her service as President for the past couple years.

Director Campbell requested assistance with contacting some of the career staff regarding setting a public meeting for the funding measure.

Director Rosen also thanked Director Campbell for her service as the past years Board President and Director Johnson for stepping up as the new Board President.

11.4 Bargaining Group & Association Reports

Senior Management Group (SMG) - Battalion Chief Curt Watkins advised that their side letter had been signed.

Local 4981 - Firefighter Anthony Benelisha introduced himself as the new E-board (Local 4981 Executive Board) President and Firefighter Scott Gordinier, also present, as the Vice President. Firefighter Sakkis, the new treasurer/secretary, was not present. Benelisha continued and reviewed the rest of his activity report.

Arcata Volunteer Firefighters Association (AVFA) - Rob Cannon reviewed his activity report aloud and added that Coast Central Credit Union had a \$25,000 grant opening soon and AVFA will be looking into it.

12. CLOSED SESSION

There was no closed session.

13. ADJOURNMENT

The meeting adjourned at 6:19 pm.

Motion: Campbell; **Second:** Mendosa

The next Regular Meeting is scheduled for **February 11, 2020 at 5:30 pm at the Arcata Station Classroom.**

Respectfully submitted,

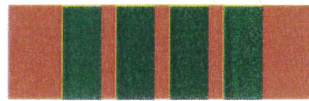


Becky Schuette
Clerk of the Board



THIS IS TO CERTIFY THAT
THE FIRE CHIEF OF THE ARCATA FIRE DISTRICT HAS
AWARDED THE

Fire Chief's Achievement Award



TO

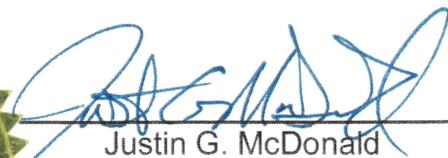
Nick Hurn

FOR

HIS EXCEPTIONAL PERFORMANCE WITH FACILITATING THE CAREER FIREFIGHTER RECRUITMENT AND INTERVIEW PROCESS FOR THE DISTRICT. HE VOLUNTEERED TO ASSIST WITH THIS PROCESS SEVERAL YEARS AGO AND HAS CONTINUED TO BE INSTRUMENTAL IN STREAMLINING THE DISTRICT'S RECRUITMENT. BY FULLY UTILIZING THE FCTC LIST PROCESS, UPDATING THE RECRUITMENT ANNOUNCEMENT AND REIMAGINING THE INTERVIEW PROCESS TO INCLUDE A RIDE ALONG FOR THE TOP CANDIDATES, RECRUITMENT BECAME MORE FLUID AND MODERNIZED. FIREFIGHTER HURN HAS REPEATEDLY PROVEN HIS VALUE, WITH MINIMAL OVERSIGHT, RESULTING IN GREAT ACCOMPLISHMENTS. HE FREELY FACILITATED THE RECRUITMENT AND INTAKE OF FIREFIGHTER INTERNS AND DEVELOPED A TRIFOLD INFORMATIONAL FLYER USED AT THE LOCAL HIGH SCHOOLS. HIS DEDICATION TO THE DISTRICT THROUGH RESOLUTE PROFESSIONALISM, STEADFAST INITIATIVE, AND OUTSTANDING PERFORMANCE, REFLECT THE CREDIT HE DESERVES AS A SENIOR FIREFIGHTER WITH THE ARCATA FIRE DISTRICT.

Dated: December 31, 2019





Justin G. McDonald
Fire Chief