

## MINUTES

*Regular Board Meeting*

*May 11, 2021*

*5:30 p.m.*

*Location: Remote Via Zoom*

### **Board of Directors**

*Nicole Johnson (Division 2) - President, Randy Mendosa (Division 3) - Vice-President,*

*Blaine Maynor (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 5:31 pm.

### **2. PLEDGE OF ALLEGIANCE**

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

### **3. ATTENDANCE AND DETERMINATION OF A QUORUM**

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

Additional District administrative staff included Fire Chief Justin McDonald, Battalion Chief Sean Campbell and Board Secretary Becky Schuette.

### **4. APPROVAL OF AGENDA**

It was moved to approve the agenda.

**Motion:** Rosen; Second: Maynor

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

### **5. PUBLIC COMMENT**

There were no public comments.

### **6. CONSENT CALENDAR**

**6.1** Minutes from April 13, 2021 Regular Meeting

**6.2** April 2021 Financial Report

**6.3** Adoption of Resolution 21-236 Recognizing the Business Manager Position as Part of the Senior Management Group

**6.4** Adoption of Resolution 21-237 Approving an Early Step Increase and Stipend to the Fire Inspector Position Currently Held by Matt Knowles

There were no comments from the Board or members of the public.

It was moved to approve the consent calendar.

**Motion:** Mendosa; Second: Rosen

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

## **7. PUBLIC HEARING**

There was no public hearing.

## **8. OLD BUSINESS**

There was no old business.

## **9. NEW BUSINESS**

**9.1 Provide Direction to Staff Regarding a Policy for Coordination and Collaboration for Rescues and Training with local Services Districts:** Chief McDonald reviewed his staff note and provided some history on the subject. He went on to explain the result of the meeting with the two Districts. There were no commitments made, but discussion on future training together and familiarity with locations and equipment. He reminded all that there is not enough staffing or funding at this time and it is difficult to keep everyone trained up. The focus of the Chief and the District is to continue to increase our staffing level but that fire would respond if an emergency situation arose. We would assist and augment rescue, and utilize the mutual aid contracts. Specialized training for fire includes not just OSHA but NFPA standards and there are currently limitations in staffing, training and maintaining the training.

The following members of the public had comments:

Anthony Benelisha

Roy Willis

Sean Campbell

With no motion and no further comments, there was no action taken. No further action taken at this time.

**9. 2 Arcata Volunteer Firefighters Association Request for Rent Increase and Renewal of Lease Agreement for the Arcata Fire Station:** Chief McDonald reviewed his staff note aloud.

President Johnson opened comment from the Directors and there were questions and discussion about a currently existing contract and the terms. Director Mendosa emphasized that the District has an obligation to get an updated market analysis for the square footage cost for the building. This was followed by discussion about the difficulty of comps and broker opinions, as well as whether it should be staff or Directors who should be involved in this type of negotiation.

The following members of the public commented:

Sean Campbell

Roy Willis

It was moved to appoint two board members to an ad-hoc committee to meet with the AFVA to review and formalize the terms and return it back to the board for review.

**Motion:** Rosen; Second: Mendosa

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

Following the motion and vote, Directors Mendosa and Johnson volunteered to be on the committee.

**9.3 Consider Initiating the Process for the Annual Performance Evaluation of the Fire Chief:** Chief McDonald reviewed his staff note aloud.

His report was followed by comments from the Directors about who has been on the committee in the past and how the process should continue.

There were no public comments.

It was moved to appoint President Johnson and Director Maynor as the ad-hoc committee for the Chiefs annual evaluation to bring together before the full board.

**Motion:** Mendosa; Second: Maynor

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

**9.4 Consider and Discuss the Expiring Humboldt State University Agreement for Services:** Chief reviewed his staff note and requested one Director to join him as a part of an ad-hoc committee.

There was discussion and questions from the Directors regarding the history of this contract, its purpose, the unique situation of a campus within a Special (Fire) District and the obligation the District has for services if there is no contract.

Chief McDonald informed the Board that emergencies would still be responded to and training with UPD and housing would still occur.

There were no comments from the public.

It was moved to appoint one director to work with the Chief and form an ad-hoc committee to meet with HSU to formalize an agreement for the Services with the District.

**Motion:** Rosen; Second: Mendosa

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

Following additional discussions on which Board Member it should be, Director Rosen volunteered.

## **10. CORRESPONDENCE**

Correspondence was reviewed aloud by President Johnson. There were no comments from the Board or the public.

## **11. MONTHLY ACTIVITY REPORTS**

**11.1 Chiefs Report** – Chief McDonald reviewed his staff report aloud, with no new information.

**11.2 Committee Reports** – There were no committee reports.

**11.3 Director Matters** – There were no Director comments.

**11.4 Bargaining Group & Association Reports**

Local 4981 – Anthony Benelisha, President, offered a thank you for the silent stations and how it is preventing the crews from being unnecessarily woken up at night, resulting in better performance.

Arcata Volunteer Firefighters Association (AVFA) – President Roy Willis reviewed his report with no additions.

## **12. CLOSED SESSION**

### **12.1** Conference with Labor Negotiator (Gov. Code Section 54957.6)

Agency designated representative: *Counsel Jack Hughes*

Employee Organization: *Local 4981*

### **12.2** Conference with Labor Negotiator (Gov. Code Section 54957.6)

Agency designated representative: *Counsel Jack Hughes*

Employee Organization: *Senior Management Group*

President Johnson adjourned to closed session at 6:36 pm.

The meeting resumed at 7:01 pm.

Report of out closed session by President Johnson; the Board gave direction to the labor negotiator.

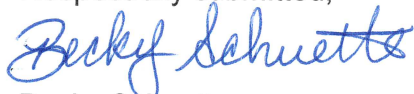
## **13. ADJOURNMENT**

Following a motion, President Johnson adjourned the meeting at 7:01 pm.

**Motion:** Maynor; **Second:** Mendosa

The next Regular Meeting is scheduled for **June 8, 2021 at 5:30 pm.**

Respectfully submitted,



Becky Schuette

Clerk of the Board