



ARCATA FIRE DISTRICT

MINUTES

Regular Board Meeting

June 11, 2024

5:30 p.m.

Location: 631 9th Street, Arcata

Arcata Fire Station Classroom

Board of Directors

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Loudenslager.

ATTENDANCE AND DETERMINATION OF A QUORUM

The meeting continued with a quorum and the following were present: President Eric Loudenslager, Vice President Jason Akana, Director Nicole Johnson, Director Blaine Maynor, and Director Randy Mendosa.

Additional District administrative staff included Deputy Chief Chris Emmons, Assistant Chief Ross McDonald, Board Secretary Katie Hill, and Fire Prevention Specialist Alyssa Alvarez.

APPROVAL OF AGENDA

There were no public comments or comments from the Board.

It was moved to approve the agenda.

Motion: Akana; Second: Mendosa

Roll Call: Ayes; Akana, Johnson, Maynor, Mendosa, Loudenslager

Motion carries

PUBLIC COMMENT

Senior Management Group - Deputy Chief Emmons recognized Business Manager Becky Schuette and Chief Justin McDonald on their upcoming retirement.

Local 4981 – Captain Marcus Lillard reported on behalf of the Local 4981.

AVFA - President Roy Willis provided AVFA monthly statistics.

There were no comments from the public.

CONSENT CALENDAR

1. Minutes from May 14, 2024, Regular Meeting

2. Minutes from June 4, 2024, Special Meeting
3. May 2024 Financial Report
4. Adopt Resolution 24-308 and Exhibit A, Accepting the Fiscal Year 2024-25 Appropriations Limit for the Arcata Fire District
 - a. Attachment 1 – Appropriations Limit Calculations FY 2024-25
 - b. Attachment 2 – Resolution 24-308 and Exhibit A
5. Adoption of Resolution 24-309 Setting the Rate Per Unit At \$22.00 for the 2006 Benefit Assessment for Fiscal Year 2024-25
 - a. Attachment 1 – Resolution 24-309
6. Accept the Actuarial Valuation and GASB 75 Report for Fiscal Year End June 30, 2024
 - a. Attachment 1 – Actuarial Valuation and GASB 75 Report FYE June 30, 2024
7. Biennial Notice for Conflict of Interest Code
 - a. Attachment 1 – Draft Updated Conflict of Interest Code with “Track Changes)
 - b. Attachment 2 – Resolution 24-310 with Exhibit A

There were no comments from the public or the Board.

It was moved to approve the consent calendar.

Motion: Maynor; Second: Akana

Roll Call: Ayes; Akana, Johnson, Maynor, Mendosa, Loudenslager.

Motion carries

DISTRICT BUSINESS

1. Consider Adoption of the Preliminary Budget for Fiscal Year 2024-25

Deputy Chief Emmons read his staff note aloud and made the following corrections to the staff note:

- The staffing levels for administration should read (5 FTE) and not (4 FTE) and staffing levels for prevention should read (1 FTE) and not (2 FTE)

There were no questions from the Directors.

There were no comments from the public.

It was moved to approve the Preliminary Budget for Fiscal Year 2024-25 as presented, set the Public Hearing for final adoption of the budget at the September 10, 2024, Board Meeting, and authorize the Board Clerk/Secretary to publish a notice pursuant to

HSC § 13893.

Motion: Mendosa; Second: Johnson

Roll Call: Ayes; Akana, Johnson, Maynor, Mendosa, Loudenslager.

Motion carries

2. Consider Approval of Resolution 24-311 Calling for an Election to Increase the District’s Appropriations (Gann) Limit for the Next Four Fiscal Years

Deputy Chief Emmons read his staff note aloud and corrected the Resolution numbers referenced twice in the staff note from 24-310 to 24-311.

There were no questions from the Board or the public.

It was moved to approve Resolution 24-311 and direct staff to draft an argument in favor of the measure for the Board President and Fire Chief to sign.

Motion: Akana; Second: Mendosa

Roll Call: Ayes; Akana, Johnson, Maynor, Mendosa, Loudenslager.

Motion carries

3. Establish a Process for Evaluation and Set Goals for the Fire Chief for Fiscal Year 2024/25

President Loudenslager summarized his staff note aloud and outlined the process for an evaluation and objective goals for 2024/2025 for upcoming Chief, Deputy Chief Emmons.

Updates were made to Attachment 2 after the agenda and packet were published. The updates were read aloud by President Loudenslager and will be attached to the final minutes as Attachment 1.

There was a brief discussion by the Board.

There were no public comments.

It was moved to finalize the format of the evaluation, and the goals for the Fire Chief for 2024/2025 with the revision presented.

Motion: Mendosa; Second: Akana

Roll Call: Ayes; Akana, Johnson, Maynor, Mendosa, Loudenslager.

Motion carries

4. Adopt Resolutions 24-312 and 24-313 Approving the 180-day Waiting Period Exception for Rebecca Schuette and Justin McDonald

Deputy Chief Emmons summarized his staff note aloud.

Director Maynor asked questions that were answered by Deputy Chief Emmons. A brief board discussion ensued.

There was no public comment.

It was moved to adopt Resolutions 24-312 and 24-313.

Motion: Maynor; Second: Mendosa

Roll Call: Ayes; Akana, Johnson, Maynor, Mendosa, Loudenslager.

Motion carries

5. Consider Approval of a One Time Pass-Through Payment to Chief McDonald for the Cal Poly Protest Incident

Deputy Chief Emmons summarized his staff note aloud and included that he conferred with District Council Hughs on the topic, after an e-mail query from a Director.

Director Mendosa provided questions and comments.

There were no comments from the public.

It was moved to approve the one-time, non-compensable (not reportable to PERS), pass-through payment to the Fire Chief.

Motion: Akana; Second: Johnson

Roll Call: Ayes; Akana, Johnson, Maynor, Loudenslager. **Abstain;** Mendosa
Motion carries

CORRESPONDENCE & COMMUNICATIONS

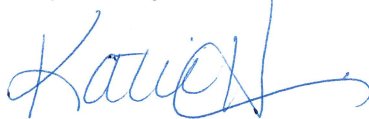
1. Public Correspondence
 - a. President Loudenslager made a comment on the thank you notes from the children
2. Committee Reports
 - a. Fire Station Ad-Hoc Committee (*Maynor, Akana*) – nothing to report
 - b. AVFA, L4981, AFD Relations Ad-Hoc Committee (*Maynor*) – forward moving progress after June 4, 2024 meeting
 - c. FY 2024/25 Budget Committee (*Johnson/Loudenslager*) – nothing to report
 - d. Chief's Evaluation Committee (*Loudenslager/Mendosa*) – items discussed in District Business Item 3
3. Fire Chief's Monthly Report – Deputy Chief summarized his monthly report. Business Manager Hill provided an update on the Pony Express Parade. Engineer Neil Butler was recognized for becoming a qualified Company Officer. An update to the Arcata Station roof inspection was provided.
4. Director Matters – Director Akana confirmed that the upcoming LAFCo meeting was scheduled for Thursday, June 13th. Directors recognized Chief McDonald and Business Manager Schuette for their upcoming retirement.

ADJOURNMENT

President Loudenslager adjourned the meeting at 6:34pm.

The next Regular Meeting is scheduled for July 9, 2024, at the Arcata Downtown Station Classroom, 631 9th Street in Arcata at 5:30 pm.

Respectfully submitted,



Katie Hill,
Clerk of the Board

FIRE CHIEF GOALS - 2024

1. Ensure adequate staffing for Duty coverage.
2. Fill vacant administrative position.
3. By the October 2024 Board Meeting identify a possible location / facility within the Arcata Station response area that would be suitable for a temporary fire station. Draft a contingency plan to vacate the Arcata Station if or when the need arises.
4. Based on the AP Trident Standards of Cover Study, recommend to the Board, in the form of findings and a resolution, Fire Station, staffing, equipment and training facilities required to meet CalPoly Humboldt, City of Arcata, and Humboldt County growth plans.
5. Report to the Board by the March meeting, a roadmap for modifying/increasing the 2006 Benefit Assessment to keep up with inflation and to continue funding when the 2020 Measure F expires in 2030.
6. For the SAFER grant, prior to the potential award, develop a plan for implementation. (This will give the board a chance to see the full cost of how the award will impact the budget, facilities and administration)
7. Explore the feasibility with LAFCO and the County Fire Services Planning Team of regionalizing services.