



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS' REGULAR MEETING MINUTES

Tuesday, July 20, 2021 at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

NON-TIMED ITEMS

A. OPEN MEETING:

- A1. *President Comisky called meeting to order at 7:07 p.m.*
- A2. *Chief Duncan led pledge of allegiance.*
- A3. *Present: Directors Rob Bostock, Madelyn Martinelli, and Stephanie Pahwa (Cline) and President Jim Comisky. Absent: Vice President Devin Hoberg, Also present: Chief Paul Duncan, Office Technician Karin Collett, and Board Clerk Gloria Fong.*
- A4. *Administration of Oath of Office: Board Clerk Fong administered Oath of Office remotely (and in person after meeting) to Stephanie Pahwa (Cline), who was appointed June 15, 2021 by South Lake County Fire Protection District Board of Directors, to hold office for one (1) year unexpired term expiring December 2022 and who must stand for Election November 1, 2022 to fill vacancy created by resignation of Eric Redford, effective June 1, 2021.*
- A5. **PAHWA (CLINE)/BOSTOCK MOTION** to approve agenda. *AYES: Bostock, Pahwa (Cline) Martinelli, Comisky. NOES: None. **MOTION CARRIED***

B. CITIZENS' INPUT: None

C. COMMUNICATIONS:

C1. Reports:

- C1.1. Fire Sirens: *No report.*
- C1.2. SL Fire Safe Council: *No meeting was held last month; nothing to report.*
- C1.3. Volunteer Firefighters' Association

Association President Todd Fenk reports:

There's not much to report this month. It would be nice to get badge pinning for two new recruits on next month's agenda.

We did have fire this last training. Three or four of the paid call firefighters (PCFs) responded and one of them was new recruit, Nico Smith.

The Association is talking about maybe moving dinner date this coming year. It is discussion they are holding now and hopefully be able have finalized and report back.

C1.4. Chief's Report

On Chief Duncan's report, he didn't get on their special thanks Battalion Chief Wink special fireworks mailer that went out district wide and shared by Congressman that fireworks are not allowed in the County except in City of Lakeport. Additionally,

it was shared on social media and on website.

One of the PCFs is going through medic school, which we need to support. He notes the allowance needs to be changed, as it currently doesn't address longer, larger classes. We have approved the class expenses, and the policy needs to catch up with that. There is expectation that they will serve the community. Every dept around the Lake is short, and this will give District enhanced capability.

The State's Covid Business Plan is out, and it is what we are following.

Anyone is welcome to check out the new helicopter and best time is after noon.

C1.5. Financial Report

Gloria has nothing to add other than uploading documents for field audit for bi-annual audit.

C2. Directors' Activity and Committee Report

Bostock – No activity to report.

Martinelli – Nothing to report other than sign checks.

Comisky – Busy at a different level. Chief Duncan and Battalion Chief Wink have talked about the cannibas, hosted quarterly meeting with Fire District Association of California, still at a fight with State Emergency Medical Services still wanting to take away medical services from us, which is stalled. Next Tuesday, meeting with Governor Newsom, Director of Office of Emergency Services Thom Porter, Cal Chiefs, Metro Chiefs, discrepancies for fair seat at the table. In another couple of months will be retired from American Canyon.

TIMED ITEMS

D. REGULAR ITEM:

- D1. Consideration for Resolution No 2021-22-01 Incorporated Resolution Authorizing Application of Federal Excess Personal Property in Accordance with United States Forest Service Forestry Assistance Act (CFAA) of 1978. Placed on agenda by Staff Services Analyst Gloria Fong.

This is to update agreement we have for federal excess property, which is the Stakeside and recent acquisition of the Snow cat. For awareness, there is a forklift that sits at Konocti Camp basically because the State cannot carry these items on their fleet.

MARTINELLI/BOSTOCK MOTION to approve D1. AYES: Martinelli, Bostock, Comisky. Not voting: Pahwa (Cline). Absent: Hoberg. **MOTION CARRIED**

- D2. Consideration for updating gym equipment for Cobb / Hidden Valley station in amount of \$13,428.42. Placed on agenda by Battalion Chief Mike Wink and Fire Apparatus Engineer Chris Woodiwiss.

Director Bostock asked what is being done with old gym equipment. Chief Duncan responded that there are only two older pieces that are functional, and the rest, stair stepper, treadmill are all out of service. The last time some of this equipment was purchase was when he was here. So, he would say the equipment is upward of 12 years old. This equipment gets used pretty hard, and a 10 year life would be whet he would expect.

Director Comisky understands the need the physical fitness but doesn't like seeing is one time buy. Need to start establishing in our budget line items that we can have for maintenance and replacement instead of \$13,000 in our budget because citizens will look at this entire agenda where a lot of dollars are being put out. There is about \$100,000

that we are approving tonight. Chief Duncan agrees that establishing line item with cost per year to allocate will eliminate this one time sticker shock. That's not been typically how things have been done. The stations would like this too because they know how much they have to spend.

View from this standpoint, traditionally been doing over the last two years is when engine rented with no staff, those funds are placed into the equipment fund (assistance by hire).

BOSTOCK/MARTINELLI MOTION to approved D2 as written and discussed. **AYES:** Martinelli, Bostock, Comisky. **Not voting:** Pahwa (Cline). **Absent:** Hoberg. **MOTION CARRIED.**

- D3. Consideration for updating Office Furniture for Middletown Station 60 Front Offices in amount of \$13,179.89. Placed on agenda by Battalion Chief Mike Wink and Staff Services Analyst Gloria Fong.

Director Martinelli asked if this type of equipment is comfortable, be able to see it and try out. Karin and Gloria has only seen this in the catalog and would like to opportunity to try the furniture out first.

Director Comisky doesn't want to set limit and handcuff staff should they find out more needs to be allocated.

The Board asked this be table so staff can be able to look at this furniture.

- D4. Consideration for purchasing and installation of 60 feet by 15 feet Carport for Fire Sirens' House of Bargains in amount of \$14,000. Placed on agenda by Battalion Chief Mike Wink.

Battalion Chief Wink in his report provides four quotes, with the low bidder being North Coast Barns, who is a local vendor in Middletown.

Chief Duncan indicated that this would go across the front of the House of Bargains, giving them a cover, for amount the Fire Sirens provide the fire district in fund raising and assistance. This will make their facility more usable with shade in the summertime and protection in wintertime.

MARTINELLI/BOSTOCK MOTION to approve D4. **AYES:** Bostock, Martinelli, Comisky. **Not voting:** Pahwa (Cline). **Absent:** Hoberg. **MOTION CARRIED.**

- D5. Consideration for Mobile Data Computer / Automatic Vehicle Location / Preplan Project in amount of \$30,000. Placed on agenda by Battalion Chief Mike Wink.

Chief Duncan explains this program will bring District up to standard that is running in the State equipment with the addition of mobile data computer automatic vehicle locator. The benefit to this is 1) reduces amount of radio traffic, 2) notes ongoing and put in by the Command Center will be seen by the unit right away, such as staging required, update patient condition, instantaneous that are passed on over to the tablet.

The intent is this will go into District equipment. There are five devices for one time cost of \$15,000 and annual recurring cost of \$4,980. This is run and supported at the State level and is expected life cycle is another 10 years. Radio Mobile does frequent date updates and changes to the devices, as they improve their platform.

This product is similar equipment where you are able to see live time updates. Other part is mapping giving turn by turn direction to a call, connected to CAD system with automatic pushes. On the preplan end, one will be able to see nearby hydrant, hazard material so we know on way there, that we need more resources.

Biggest advantage the firefighter safety end. If an engine cannot get out of a fire, someone will know where it is located.

Director Martinelli asked about connectivity, which Chief Duncan doesn't see a problem with because there is a robust router in the medic units now. There may be couple of spots like Big Canyon, far south end where there might not be connectivity.

COMISKY/BOSTOCK MOTION to approve D5. **AYES:** Martinelli, Bostock, Pahwa (Cline), Comisky. **Absent:** Hoberg. **MOTION CARRIED.**

E. CONSENT CALENDAR:

E1. Minutes presented: June 15, 2021 – Regular Meeting

E2. Warrants presented:

E2.1. July - Preliminary


E2.2. June – Corrected

Director Martinelli questioned the vinyl removal. Gloria answered that this is all the old lettering, vehicles repolished, replacement of old with new striping.

MARTINELLI/BOSTOCK MOTION to approve consent calendar. **AYES:** Bostock, Pahwa (Cline), Martinelli, Comisky. **ABSENT:** Hoberg. **MOTION CARRIED.**

F. **BOSTOCK/MARTINELLI MOTION** to adjourn meeting 8:02 p.m. All in attendance are in favor of motion.

Respectfully submitted by: 
Gloria Fong, Board Clerk

READ AND APPROVED BY: 
JIM COMISKY
President – Board of Directors