



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

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

**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
**Tuesday, August 15, 2023, at 7:00 p.m.**  
**Located at the Middletown Fire Station Board Room,**  
**21095 Highway 175, Middletown, CA 95461**

1. *President Bostock called the meeting to order at 7:05 p.m.*
2. *Chief Duncan led the pledge of allegiance.*
3. *Present: Directors, Madelyn Martinelli, and Matthew Stephenson, Vice President Jim Comisky, and President Rob Bostock. Absent: Stephanie Cline. Also present: Unit Chief Mike Marcucci, Assistant Chief Paul Duncan, and Board Clerk Gloria Fong.*
4. **STEPHENSON/MARTINELLI MOTION** to approve agenda. *AYES: Martinelli, Comisky, Stephenson, Bostock. NOES: None. Absent: Cline. MOTION CARRIED.*  
*Vice President Comisky suggested and President Bostock called for a moment of silence for the recent loss in Maui.*
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.  
*None.*
6. Communications:
  - 6.a. Fire Sirens: *Chief Duncan reports that their store has been closed due to heat and when open they're doing good business.*
  - 6.b. Fire Safe Council. *No report other than minutes in packet*
  - 6.c. Volunteer Association: *Association President Todd Fenk apologized for not attending last month's meeting. He reports tally from dinner netted \$38,000, better than they thought for not having one in long time. Group is working with Lakeport to coordinate joint training. There are 24 on books and of them 8 are seasonals with Cal Fire.*
  - 6.d. Chief's Report  
*Chief adds Cal Fire Incident Management Team of 67 are going to support Maui and loss of Southern California personnel.*
  - 6.e. Finance Report: *Staff Services Analysts Gloria Fong reports she's been working on the direct charges, budget and posting last fiscal year final. What's new is data transfer, which she received confirmation from Auditor-Controller this morning and is to help save them staff time with data entry. Next month's agenda will include resolutions and or budget transfers for movement of funds for recently approved inventory software program and PP GEMT IGT program.*

6.f. Directors' activities report

*Director Martinelli reports she and President met to review policies.*

*Director Stephenson has no activity to report.*

*Director Comisky attended productive meeting with American Medical Respons (AMR) and Chief Marcucci in napa and apologize to uniform personnel about his note to himself to also mention about crash Riverside County.*

*Director Bostock will get with Board Clerk to add policies to next month's agenda.*

7. Regular Items:

- 7.a. Consideration for first responder of life support agreement with Napa County AMR. Placed on the agenda by Chief Mike Marcucci.

*Chief Marcucci met with Napa County Operations Chief to discuss agreement and walked away with tentative funding mechanism for fire district to receive \$500 for each response of about 140 times per year. This works out to \$225 per hour with 2 hour minimum in case of transport and ambulance along with admin time, and to include increase of 3 to 5% per year. Agreement is delayed because of Supervisor deployment to support Maui. To save agencies from lawyer fees, they're reviewing AMR agreement and to bring new to come before the Board. This will be for ambulance to top of Napa County line and into Pope Valley.*

*Director Comisky acknowledged Chief Marcucci's eloquence in how he framed the agreement and thanked command staff for working out agreement.*

- 7.b. **PUBLIC HEARING:** Consideration for approval of Resolution No. 2023-24-01, A Resolution Certifying and Requesting County of Lake to Collect Special Tax (Direct Assessments) on the 2023-2024 County Tax Rolls. Placed on the agenda by Staff Services Analyst Gloria Fong.

*President Bostock opened public hearing at 7:20 p.m. Hearing no comments or questions, he called for motion.*

**COMISKY/MARTINELLI MOTION** to approve 7b as submitted. **AYES:** Stephenson Martinelli, Comisky, Bostock. **NOES:** None. **Absent:** Cline. **MOTION CARRIED.**

- 7.c. **PUBLIC HEARING:** Consideration for approval of Resolution No. 2023-24-02, A Resolution Adopting Budget for Fiscal Year 2023-2024. Placed on the agenda at the request of Staff Services Analyst Gloria Fong

**STEPHENSON/COMISKY MOTION** to approve 7c. **AYES:** Martinelli Comisky, Stephenson, Bostock. **NOES:** None. **Absent:** Cline. **MOTION CARRIED.**

- 7.d. Consideration for Air Conditioning System at Cobb Station 62 in amount of \$34,789.42 and authorization for Board President to execute authorization. Placed on the agenda by Chief Paul Duncan/Fire Apparatus Engineer (Paramedic) Will Clark.

*Chief Duncan informed the Board the portable building came with end cap air conditioning unit, that is prone to being broke down, can see outside air in the gap and is just the way it was built, much like a portable classroom unit.*

*The current unit struggles to keep station warm, is loud and shakes building when running. The Jonas quote is a new unit, mini splits with less down time, more efficient, and close off walls.*

*This is taking units off building, finishing areas, and installing mini splits to living, dining and bedroom areas separately, heating where needing instead of using end cap. It is highest priced because of Mitsubishi brand with 12 years of warranty and mini splits.*

**COMISKY/STEPHENSON MOTION** to approve 7d as submitted. AYES: Martinelli, Comisky, Stephenson, Bostock. NOES: None. Absent: Cline. **MOTION CARRIED.**

- 7.e. Consideration for IamResponding Software Program for one year in amount of \$860 and authorization for Board President to execute Subscription Agreement. Placed on the agenda by Chief Paul Duncan.

*Chief Duncan informed Board fire district has been operating on program on trial bases last month. One of problems with paging on CAD is them being blocked and going to spam. This is great solution to problem that has always been there.*

**STEPHENSON/COMISKY MOTION** to approve 7e. AYES: Martinelli, Comisky, Stephenson, Bostock. NOES: None. Absent: Cline. **MOTION CARRIED.**

- 7.f. Consideration for Participation (Collection 2 of 3) in the State Department of Health Care Services Public Provider Intergovernmental Transfer (PP GEMT IGT) Program for Ground Emergency Medical Transportation Services for Calendar Year 2023 and authorization for Chief to execute. Placed on the agenda by Staff Services Analyst Gloria Fong.

**COMISKY/MARTINELLI MOTION** to approve 7f. AYES: Stephenson, Martinelli, Comisky, Bostock. NOES: None. Absent: Cline. **MOTION CARRIED.**

- 7.g. Consideration for Resolution No. 2023-24-03, A Resolution Approving the Department of Forestry and Fire Protection Agreement #7GF23114 for the 2023 Volunteer Fire Capacity (VFC) Grant. Placed on the agenda by Chief Duncan.

*Chief Duncan informs Board grant is available to volunteer fire companies. Every year we apply with this year's application asking for \$40,000. We were approved for \$10,000.*

**MARTINELLI/STEPHENSON MOTION** to approve 7g, AYES: Comisky, Stephenson, Martinelli, Bostock. NOES: NOES: None. Absent: Cline. **MOTION CARRIED.**

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. Meeting Minutes – July

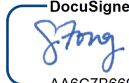
8.b. Warrants – August

*Warrants are corrected with removal of check for Lake County Risk Reduction Authority in amount of \$1,000 pushed out to next month and addition of check to Citibank in amount of \$261.39 for total of \$31,163.19.*

**COMISKY/MARTINELLI MOTION** to approve consent as amended, AYES: Stephenson, Comisky, Martinelli, Bostock. NOES: None. Absent: Cline. **MOTION CARRIED.**

9. **MARTINELLI/STEPHENSON MOTION** to adjourn meeting at 7:37 p.m. All in attendance are in favor of motion.

Respectfully submitted by  
Gloria Fong, Board Clerk:

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READ AND APPROVED BY  
ROB BOSTOCK, President – Board of Directors:

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