

ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS BUSINESS MEETING AGENDA

Wednesday August 29, 2007, 7:30 pm, at Station 810, 32601 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum.**
2. **Public communication to the Board.** An opportunity is provided for members of the public to address the Board with respect to matters within the Board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
3. **Fire Chief's report, including operational needs.**
 - A) **Incident reports.** The Fire Chief is requested to report on the types of calls to which the Department has responded since the last Board meeting, with an emphasis on any trends which would suggest a need for changes to the District's and the Department's planning.
 - B) **Fund raising, gifts and service fees.** The Fire Chief will report current information on fundraising, gifts to the Department, and any calls on which service fees should be levied by the District Board.
 - C) **Fire Department report.** The Fire Chief will report on other Department progress.
 - D) **Fire Department operational needs.** The Fire Chief will report on Department needs.
4. **Treasurer's report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as Treasurer will make any necessary explanations.
5. **Secretary's report.**
 - A) **Communications to the Board will be presented.**
 - B) **Minutes.** Minutes of the July 25, 2007 meeting, which have not been approved, will be approved or revised and approved.
6. **Update on Station 811 Project:** There will be an update on progress on this project.
7. **Items for consideration and possible action:**
 - A) **Emergency Response Services Fees.** The Board will review the Fire Prevention Services Fee Schedule adopted by the District Board in 2005 and the current schedules of surrounding districts which Josh Latkin had gathered for the July meeting, or any other schedules, and will hear Chief Seeler's recommendation. The Board may adopt a new salary and fee schedule if the current schedule is not deemed sufficient, and will determine what steps must be taken in order to implement any new schedule. Josh Latkin will also report what he has found with respect to any mutual aid agreements to which the District or Department is a party.
 - B) **Attendance at Department Meetings by Board Members.** The Board will discuss and resolve the issues raised by Chief Seeler in connection with attendance by members of the District Board at Department meetings in light of the fact that two members of the Department are currently serving on the District Board and a third member has been attending Department meetings.
 - C) **Newsletter.** The Board will determine which member of the District Board will participate in writing and reviewing any future Department newsletter.
 - D) **County Counsel Training.** The Board will consider when to schedule free training, offered by County Counsel, on the Brown Act and ethical considerations.
 - E) **Current SAFER Grant Program.** The Board will consider whether or not an application, on behalf of the Department, should be made in the current SAFER grant application period, including any effects such a grant could have on the District's and Department's budgets.
 - F) **Upcoming Anticipated Board Vacancies.** Jim Shock has advised the Board that he will not serve on the Board after his current term of office ends at the end of December, 2007. Sam Levine has indicated that he will resign from the Board in order to help resolve the Brown Act issue which has been raised in connection with attendance by a non-firefighter Board member at the Department's business meetings. The Board will discuss its plans for filling these upcoming vacancies.
 - G) **Committee Formation.** The Board will consider formation of a Requirements Committee, which could consider personnel and equipment requirements on a regular basis; and formation of an Ordinance Committee as set forth in H. below.
 - H) **Safety Standards for Recreational Divers.** The Board will consider formation of a committee to research California standards, such as requiring the use of dive flags and penalties for failure to do so, for recreational divers, which standards might aid first responders in assisting divers in the event of their encountering difficulties. The Board will also consider formation of an Ordinance Committee to address this and other local or county-wide ordinances which may be of use to the Department and on which our district might wish to work with other Mendocino fire protection districts.
8. **Land, buildings and equipment.**
 - A) **Power to 815.** There will be a report on progress.

B) Roof of 810. There will be a report on progress of the project of tying the façade into the new roof.

C) Fuel storage at Station 812. Josh Latkin will report on progress on this item.

9. Committee reports: Committee reports, if any, will be presented.

A) Real Estate

B) Grants

10. Board Directors' reports. Individual Board members may report on topics including but not limited to insurance, bylaws, a website, and benefits for firefighters. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.

11. Long-Range Planning. The Board will review the status of its work on review of the Long-Range Plan, including Board members' redrafts of sections of the Long-Range Plan.

12. Closed Session. The Board will have a closed session to consider personnel matters involving employment and evaluation of District employees.

13. Next meeting date and agenda.

14. Adjournment.

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, at least two days before the meeting date.