

**ARCATA FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

*John Davis – Chairperson – Elena David, Vice-Chairperson – Larry Mendez, Secretary – Steve Tyler, Director*

Regular Board Meeting

May 21, 2013

7 p.m.

**Location:** A.F.P.D. Headquarters Station – Classroom  
631 9<sup>th</sup> Street – Arcata, CA 95521

**AGENDA**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ATTENDANCE AND DETERMINATION OF QUORUM**

**4. PUBLIC COMMENT**

Any person may address the District Board on any subject pertaining to District Business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 *et seq.*) and may be limited to three (3) minutes for any person addressing the Board. Any request that requires Board action may be set by the Board for a future agenda or referred to staff.

**5. CONSENT CALENDAR**

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

5.1 Approval of April 2013 expenses and review of Profit & Loss Budget vs. Actual

5.1 Approval of minutes from April 16, 2013 Board Meeting and April 29 Special Board Meeting.

**6. PUBLIC HEARING**

6.1 None Scheduled

**7. INTERVIEWS WITH DIVISION 1 DIRECTOR APPLICANTS**

**8. CLOSED SESSIONS PURSUANT TO 54957:**

8.1 Public Employee Appointment – Director for Division 1

*“The Board will adjourn to closed session to discuss the appointment of a public employee, Director for Division 1”*

**RETURN FROM CLOSED SESSION**

**REPORT UPON RETURN FROM CLOSED SESSION**

**9. OATH OF OFFICE – DIRECTOR FOR DIVISION 1**

**MISSION STATEMENT**

*We exist to protect the lives, environment and property of the communities we serve.*

## **10. NEW BUSINESS**

- 10.1 Review of Fiscal Year 2013/2014 CAL FIRE dispatch agreement
- 10.2 Approval of Resolution 13-142 - Approving the Department of Forestry and Fire Protection services from July 1, 2013 to June 30, 2016.
- 10.3 Senior Management Group MOU side letter regarding duty coverage

## **11. OLD BUSINESS**

- 11.1 Request from FAIRA to cast a ballot for the four vacancies of the Authority Governing Board
- 11.2 Approval of PERS buyout Resolution 13-143 and additional PERS buy out documents.

## **12. CORRESPONDENCE FOR POSSIBLE BOARD ACTION AND/OR REVIEW**

- 12.1 Sympathy card from Chief Woods

## **13. MONTHLY ACTIVITY REPORTS**

- 13.1 Fire Chief – Interim Fire Chief Justin McDonald  
*Verbal report on monthly meetings, seminars, committee meetings, and other District related activities.*
- 13.2 Grant Activities – Battalion Chief Campbell  
*Report on outstanding grants – if needed Board discussion/approval.*
- 13.3 Fire Prevention – Assistant Chief Cowan - Verbal  
*Fire Prevention report of monthly activities.*
- 13.4 Operations Division – Interim Fire Chief Justin McDonald - Memorandum  
*Operations report of monthly activities.*
- 13.5 Training – Battalion Chief Campbell - Verbal  
*Monthly training report.*
- 13.6 Career Firefighter – AFDEA Representative
- 13.7 Volunteer Firefighters – AVFD

## **14. COMMITTEE REPORTS**

- 14.1 Strategic plan update – Directors Tyler and Mendez

## **15. DIRECTORS REPORTS**

## **16. CLOSED SESSION PURSUANT TO 54957**

- 16.1 **Public Employment** – Fire Chief's process
- 16.2 **Public Employment** – Battalion Chief
- 16.3 **Public Employee Performance Evaluation** – Assistant Fire Chief/Fire Marshal
- 16.4 **Public Employee Performance Evaluation** – Interim Fire Chief

***“The Board will adjourn to four closed sessions items:***

- 1. Fire Chief's process***
- 2. Performance evaluation of Battalion Chief***
- 3. Performance evaluation of Assistant Fire Chief/Fire Marshal***
- 4. Performance evaluation of Interim Fire Chief”***

### **MISSION STATEMENT**

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**RETURN FROM CLOSED SESSION**

**REPORT UPON RETURN FROM CLOSED SESSION**

**17. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULE FOR  
JUNE 18, 2013.**

***Prepared by: Sally Lindke, Clerk of the Board***

*The Arcata Fire Protection District ("District") , in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, accommodations to make their request by calling (707) 825-2000 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting may be viewed at 631 Ninth Street, Arcata, California or at the scheduled meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Clerk of the Board, Sally Lindke at (707) 825-2000*

*Agenda posted at the District's Headquarters Building and the Arcata Fire Protection District website: [www.arcatafire.org](http://www.arcatafire.org) at least 72 hours in advance of scheduled meeting.*

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