



Kelseyville Fire Protection District

Board of Directors Regular Meeting Minutes
May 17, 2023, at 9:00 a.m.
4020 Main Street
Kelseyville, CA 95451

CALL TO ORDER: 9:22 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL (X-PRESENT, A-ABSENT, E-EXCUSED)

Director Brookes
 Director Lauenroth
 Chairperson Maddox
 Vice Chairperson Rohner
 Director Villalobos

SPECIAL AGENDA ITEMS: CITIZEN'S INPUT

Due to the social distancing of COVID 19, the public was notified of two different ways to attend the KFPD meeting. An online option as well as a phone in option was provided. The Board allowed public comment and there was no response.

Consent Items:

- Director Villalobos made a motion to approve the agenda. Director Brookes seconded the motion-Motion Passed
Ayes: 4
Noes: 0
Absent: 1
Abstain: 0
- Vice Chairperson Rohner made a motion to approve the minutes from April 19th, 2023. Director Villalobos seconded the motion – Motion Passed
Motion passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0
- Director Villalobo made a motion to approve the warrant register and pay the bills for May 2023. Director Brookes the motion. – Motion Passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0

CORRESPONDENCE AND COMMUNICATIONS:

- a. Distribute Policy Chapters 4, 5, 6, & 7 for review and approval at the June meeting.

Volunteer's and Professional Firefighter's Report

- KYSL Sponsorship and Donation to Ed Pepper's family

Director's Report:

- None

FIRE PREVENTION OFFICER'S REPORT:

- Business inspections and cannabis meeting

Fire Chief's Report:

- The Nexus Study has started, and we are working on the list of data that was requested.
- The ambulance Chassis recall has been resolved and the remount ambulance will be sent to Lifeline this week.
- Yearly maintenance on all fire apparatus is being done this month.
- Lexipol policies are complete, and we will be moving on to procedures.
- Staff Update: Interviews were held on May 1st. We had 1 applicant for FF/Paramedic and 3 applicants for IFT EMT. 1 applicant selected to move on to the second phase of the interview process for IFT and the applicant from the FF/Paramedic was not selected to move on from the first interview. FF/Paramedic position will remain open and still advertised.
- The heart monitor loan with Stryker will be paid off this month.
- KFPD is looking into purchasing a new and improved stair chair from Stryker.

REGULAR AGENDA ITEMS:

- a. Discussed and approved Resolution 2023-14 a resolution to increase reserves as a result of participation in the State Intergovernmental Transfer Program. Motion made by Chair Maddox. Director Villalobos seconded the motion. Motion passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0
- b. Discussed and approved Resolution 2023-15, a resolution to cancel medical service reserves to repay the loan for the purchase of heart monitors. Motion made by Chair Maddox. Director Brookes seconded the motion. Motion passed.
Ayes:4
Noes: 0
Absent:1
Abstain: 0
- c. Discussed and approved agreement #991306 authorizing KFPD to renew their application for federal excess personal property (FEPP) program in accordance with the United States Forest Service Cooperative Forestry Assistance Act (CFAA) of 1978 and authorize the Chief to sign the agreement. Motion made by Chair Maddox. Director Brookes seconded the motion. Motion passed.
Ayes:4
Noes: 0
Absent:1
Abstain:0
- d. Discussed and approved Policy Chapters
 - Chapter 1 – Fire Service Role & Authority
 - Chapter 2 – Organization & Administration
 - Chapter 3 – General Operations

- Chapter 8 – Records Management
Motion made by Chair Maddox. Director Brookes seconded the motion. Motion passed.
Ayes:4
Noes: 0
Absent:1
Abstain:0
- e. Discussed and Approved MOU Side Letter of Agreement with the IAFF Local 4188 regarding the adjustments to the following sections:
 - i. Section 6.08
 - ii. Section 7.04
 - iii. Section 12.01Motion made by Vice Chair Rohner. Chair Maddox seconded the motion. Motion passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0
- f. Discussed and Approved the General Fund Recommended Budget for Fiscal Year 2023-24
Motion made by Chair Maddox. Director Villalobos seconded the motion. Motion passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0
- g. Discuss and Approve the Mitigation Fund Recommended Budget for Fiscal Year 2023-24
Motion made by Vice Chair Rohner. Director Brookes seconded the motion. Motion passed.
Ayes: 4
Noes: 0
Absent:1
Abstain:0
- h. Discussion of June calendar for fiscal year end checks.

ADJOURNMENT TO CLOSED SESSION:

CLOSED SESSION:

- (a) Existing Litigation pursuant to Gov. Code section 54956.9 (d)(1) – Athena Holbrook vs. KFPD

REPORT ON CLOSED SESSION: No Action Taken

Adjournment: 10:13 a.m.

Attest:

Kristina Navarro

Kristina Navarro, Clerk of the Board

June 21, 2023

Date

Beau Maddox

Beau Maddox, Chairperson of the Board

*****An audio recording of this meeting is available upon request*****