



South Coast Fire Protection District

P.O. Box 334 Gualala, California 95445 (707)884-4700

Minutes from the Regular Meeting on January 20, 2022

Location: 39215 Church Street, Gualala, California

1. Call to Order.

The meeting was called to order at 6:00pm by Pete Slunaker.

2. Roll Call.

Present: Chair, Pete Slunaker; Directors Kevin Callanan, Rick O'Neil, Chuckie Sorensen, Flavia de Oliveira; Absent: None

3. Public Expression, 3-minute limit per person, 10-minute total subject.

None.

4. Approval of Minutes from last meeting.

Rick O'Neil motioned to approve the minutes from the November 2021 meeting. Chuckie Sorensen seconded the motion. Ayes: (5) Pete Slunaker, Kevin Callanan, Rick O'Neil, Chuckie Sorensen, and Flavia de Oliveira. Nays: (0).

5. Correspondence.

The County Clerk Recorder sent a letter of notification regarding the 2022 election season. Pete Slunaker and Flavia de Oliveira are up for election in November of 2022. Jason asked if Flavia de Oliveira, as the secretary of the board, is responsible for responding to the letter. Flavia said she would look into it.

The second document is from the California Small Districts Association (CSDA). Jason said that he thought the board would benefit to subscribe to this organization. It provides assistance to small districts in the form of legal and administrative information, grant information, and support. They provided the recent \$23,000 COVID relief funding grant we received through partnering with Coast Life Support District (CLSD). As non-members, we would not have been eligible for that grant had CLSD not have been gracious enough to partner with us. Essentially, we are billing CLSD for using our facility for the COVID vaccine clinics. Annual subscription fees for CSDA run about \$1,100 per year.

6. Financial Reports.

We received a partial payment from Mendocino County for the special assessment benefits in the amount of \$285,471.72. We have also received a check for \$102,604 from the US Dept of Agriculture for the engine and crew we sent to the Forest Service fires. We had borrowed \$70,000 from our reserve account for our operations to pay our strike team participants in advance of being reimbursed. The funds that we borrowed will be returned to that account now that we have received payment. We are still waiting to receive reimbursement for the water tank grant.

Jason said that we have received about \$183,000 for the strike team participation, and still have about \$133,000 outstanding that we should receive.

7. Old Business: Discuss/Action on:

A. Grants Update.

- COVID relief grant for \$23,000 for hosting the COVID vaccine clinics. It covers the use of the station, and Jason's wages.
- Rural Capacity Grant, formerly the VFA grant through Calfire. It's a 50/50 matching grant that we are using to purchase PPE and communications equipment. Total project cost is \$40,000 with a 50% reimbursement.
- A \$20,000 Medical Supplies and Equipment grant funded through the County Board of Supervisors with some of the money from the PG&E settlement funds from the 2017 fires.
- Grant to bolster the wildland fire mutual aid system issued by the County Board of Supervisors for \$45,000. As with the Medical Supplies and Equipment grant, the County will reimburse us for the supplies and equipment we purchase. Our expenditures seem high right now, but those funds will be reimbursed at a later date.

B. Job Descriptions. Jason said he would like to table the discussion on Job Descriptions for another meeting.

8. New Business: Discuss/Action on:

A. SAFER Grant. This is grant provides for higher levels of staffing. It pays 100% of the cost for three years of staffing with no obligation to continue the staffing if the district is unable to pay for it. The goal is to pay for 2 people to staff the station 24/7. Jason is working on a budget proposal right now, at about \$65,000 per year per person. There would be six people hired through this process for the grant duration. This would be a regional grant to also provide ambulance staffing for CLSD when both of their units are committed. It's a very competitive grant funded through the Department of Homeland Security. Jason is paying a grant writer to write the grant.

B. Financial Transaction Report. Rick O'Neil motioned to approve the new Financial Transaction Report provided by Larry Bain, CPA. Kevin Callanan seconded the motion. Ayes: (5), Pete Slunaker, Kevin Callanan, Rick O'Neil, Chuckie Sorensen, and Flavia de Oliveira. Nays (0).

C. California Special Districts Association. The board members decided to subscribe the district to the California Special Districts Association and review their subscription after a year.

9. Chief's Report.

- South Coast ran 399 calls for 2021. Call staffing has been pretty good, but sometimes unpredictable. The biggest problem has been station and equipment maintenance. The stipend program was successful at filling that gap, but that individual had a family emergency, and has not been able to continue. In the past we had Jim McNeely doing that job before he moved away. Jason would like to put that position out to hire using the strike team money we got in. He would like to fill that position by the end of May. He would like to staff that position at \$22.58/hr., which is the OES base rate. That comes out to around \$47,000 or so per annum.
- We have purchased the dozer transport truck (no trailer), a Mack with 217,000 miles on it. We paid \$25,000 for it. We have yet to buy the dozer and trailer. Jason said that he would get an estimate for the remaining equipment purchases so we could approve it and have the funds available when the equipment comes up for sale.
- Strike team reimbursements have come in as well as some of the taxes from the County.
- Jason said that the vaccine clinics have been really good visibility for us. The SCF Volunteer Firefighter's Association received a \$12,000 donation recently. They now have about \$85,000 in their account. They have completed and filed the paperwork to obtain their 501(c)(3) nonprofit status. All donations to the association are now tax deductible.
- Jason arranged to have training classes conducted here that will provide the necessary training to meet the California State qualifications to be eligible for strike team assignments. Normally firefighters from our

area would have to travel quite a distance to attend these classes, so it is quite a benefit to our firefighters and those from neighboring coastal departments to host the training classes here.

- COVID update: the virus has become more prevalent in our community as well as countywide. It is impacting our department with one active case currently. Other's have had exposure risks that have impacted their ability to attend calls and/or training.

10. Director's Comments.

None.

11. Closed Session: GANN Limits.

Open to the Chief, and board members only to discuss our district's GANN limits.

12. Open Session after Closed Session.

End of the discussion on GANN limits at this time.

13. Adjournment;

The meeting was adjourned at 7:57pm, next regular meeting is on February 17, 2022.