

2024 LOCKWOOD FIRE PROTECTION DISTRICT

23141 Shake Ridge Road Volcano, CA 95689

Meeting of the Board of Directors Minutes - April 22 - 6:00 p.m.

In-person Meeting at Station 151 - 23141 Shake Ridge Rd., Volcano CA
95689

Join Zoom Meeting:

<https://us06web.zoom.us/j/2458678782?pwd=A5crm1OURrDYy0bUy9xb01rdplZOUJ.1&omn=84776601178>
Meeting ID: 245 867 8782
Passcode: M8SNBf (case-sensitive)

The meeting was called to order at 6:03pm by Board Director JoAnne McLachlan.

1. Call to order and reading of the mission statement.

LFPD CREED: The principal purpose of this district is the protection of its citizens through the prevention and extinguishing of fires and the protection of life and property. May each action taken by this board be for the benefit of the district and for no other purpose – self serving or otherwise.

2. Establish quorum-roll call

Director JoAnne McLachlan called roll. Those in attendance: Director McLachlan, Director Cookie Stevens, Director Don Dowell, Director Kelly McGee via Zoom call-in. Quorum established.

3. Closed session. Closed session Authority:

According to the California Government Code 54957, the Lockwood Fire Protection District Board of Directors reserves the right to hold a closed session for consideration of real property negotiations, pending litigation, threats to public buildings or public access and personnel matters. **No closed session.**

4. Public Comments:

PUBLIC MATTERS NOT ON THE AGENDA: Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Lockwood Fire Protection District; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting.

Amador Fire Battalion Chief Watkins took the lectern to speak, introducing himself and sharing his background as a registered State Fire Training Instructor, and as the training officer for AFD for a decade, prior to which he was a training officer at Sutter Creek Fire Protection District. He is also on the California Incident Command Certification Peer

Review Committee for the Amador and El Dorado operational area. This system deals with qualifications and certifications, extending to as they apply to automatic and mutual aid.

He said he had been made aware that, at the Board Meeting of March 25th, 2024, there had been discussion about Chief Officer qualifications, and wanted to provide some additional information, first saying that the certification track for a Chief Officer is a 4-class program with 2 Company Officer prerequisite classes. To become eligible to enroll in the Company Officer courses, personnel must first pass the Driver/Operator course track, Firefighter 2, and Firefighter 1. There are also additional prerequisite certifications that fit into this equation, such as Incident Commander Type 4, Engine Strike Team Leader, Incident Command System Division and Group Supervisor. The reason behind the long list of required certification and training is that it establishes a sufficient base level of training and makes participants aware of the responsibility and liability involved with the job of Company Officer or Chief Officer, and helps protect fire agencies from liability. He gave the example that, if a firefighter were injured on an incident he and his crew responded to, he would be investigated by Cal/OSHA, who would look at the qualification levels of all personnel and Incident Commanders. He said that he had unfortunately been through this experience before, and that the qualification system protected him from liability.

Battalion Chief Watkins finished by letting anyone interested know that he was happy to answer any questions they may have about this topic.

Interim Chief Randy Binz asked if AFD still responded to calls in LFPD's service area, to which Battalion Chief Watkins replied that they do, that it's no trouble at all, that they're glad to help out with and interact with LFPD and the communities and neighborhoods in this area, and are happy to continue doing so when necessary. He said that the Automatic Aid system and Joint Operating Agreement are designed to assure that LFPD can receive help from AFD when situations call for it.

5. Discussion Items

6. Action Items

a. **Confirmation of \$911.99 expenditure approval for Equipment Parts from AED Brands**

This purchase was for an AED battery and pads, and was discussed by the Board and Interim Chief Binz in email.

Motion to approve expenditure of replacement parts for AED: Director Dowell

Motion_{2nd}: Director Stevens

Vote: Yeas 4 No _____ Absent _____ Abstain _____

b. **Board Vacancy Interview and possible appointment in accordance with Gov. Code & 17980 (reference OPM section 2010.1.2)**

Director McLachlan invited the two applicants who submitted their applications before the deadline to speak. The applicants were Lori Mayfield and Brian Jones.

Lori Mayfield took the lectern to introduce herself. She has been a resident of Amador Pines since 2021, and a Civil Litigation attorney by trade, having practiced for about 30 years. Prior to that she worked in the media, covering public safety, with experience speaking with newspapers in Tulare and a lot of time spent working with courts, fire and police stations. Now, her firm primarily works with insurance companies. She said she has sat on many Boards of Directors during her time living in the central valley, including those for the Economic Properties Commission, the Fresno County Bar, and

Hands-On Central California, on which she was Board President. She said she is very familiar with the Brown Act and Robert's Rules of Order with her experience on Boards of Directors and as a news reporter covering public meetings. Lori also shared that she has, since moving to Amador Pines, spearheaded their Firewise Community and was working with AFPD to plan Amador Pines' evacuation simulation. She said it was important to her to get involved and do what she could to help her community prepare for fire threats at a time when fire insurance is so difficult to acquire.

Director Dowell asked Lori if she had worked for, or been associated with any other fire district in Amador County the last two years. Lori responded that she had not.

Director McLachlan asked Lori if she was still an active member of the Amador Pines Firewise Community, to which Lori replied that she was, and was the Chair of the community.

Director Stevens asked Lori if she thought there were ways in which LFPD could run more efficiently, and if so, how the Board of Directors could make changes and improvements. Lori said she was not yet familiar enough with how LFPD's board ran to be able to make suggestions, but said that in her time living in LFPD's service area and asking LFPD to come assist with Firewise Community education and outreach, all experiences have currently been positive. Director McLachlan thanked Lori for her presentation.

Brian Jones took the lectern next to introduce himself. He has been an Amador County resident for 4 years, and has been a nurse for almost 20 years now. He has worked at various hospitals, and when working at Kaiser he ran a clinic and organized patients' appointments and care plans. He is completing a law internship at the Amador Public Defender's office, and has also just taken the State Bar Exam, for which he is awaiting his results. Prior, he interned with the District Attorney's office for about 4 months of 2023 during his time in law school. Additionally, Brian was a volunteer firefighter-EMT with LFPD for about 3 years, during which time he was able to organize an EMR class to teach and certify for CPR and first aid at Lockwood Station 151, which could resume after a permanent Fire Chief with Fire Marshal 1A/1B certifications could be found. Brian shared that one of the class' graduates, Firefighter Rich Fugere, moved on to get his EMT certification. He said he continues to teach CPR to prepare people to earn their certifications, and that he loved the area and wants to help ensure its continued safety. He shared that he deployed with Interim Chief Binz to the Caldor and Electra fires, and that witnessing firsthand what a wildfire does and its terrifying power motivated him to look for any way possible to help his community prepare for such possibilities, but that since the physical demands of firefighting were no longer able to fit into his life, he wanted to find other ways to help, such as serving on LFPD's Board of Directors.

Director McLachlan asked how involved Brian has been with the court and with various legal work. Brian replied that he currently works as a Law Clerk for the Public Defender's Office 3 days a week, and that after passing the Bar he plans to become a lawyer there, to stay local and assist the county he loves.

Director Dowell said that it must be very riveting to be so close to receiving the Bar results, to which Brian responded that he's excited and optimistic, albeit nervous, and feels confident he passed, but tries not to overthink on the matter. Director Dowell asked Brian if he had worked for, or been associated with, any other fire district in Amador County the last two years. Brian responded that he had not.

Director Stevens asked Brian what his priority would be as a Board Director. Brian replied that his first priority would be to familiarize himself with the Board's processes and inner workings. Director Stevens asked if Brian had ever served on a Board, to which Brian replied that he had not. Director McLachlan asked if he had ever served on any kind of

oversight Board for a district or a company, to which Brian responded that he had worked with and answered to various oversight and inspection entities during his time working at hospitals, answering their questions and submitting to a review of procedures, which were periodically required for the hospital to acquire or maintain funding.

Director Stevens then asked both applicants if they had any questions of their own for the Board of Directors, to which Lori asked when the Board would conduct its vote or reach its decision. Director Dowell replied that this would be done tonight ideally, or discussed, as technically the Board has 60 days from President Hewitt's last day (April 20th) to report their replacement Director choice to the county. He said the Board could hold a special meeting to discuss it, but the other Directors all voiced that they were open to voting on the new Director tonight. The Directors discussed their thoughts on the best fit for the job briefly, and decided that Lori Mayfield would be the best fit for the position. She would be officially sworn in at the next Board Meeting, Monday May 3rd, 2024, and was unofficially welcomed to the Board after the motion passed 4-0. The Directors also thanked Brian Jones for his application and his service to LFPD and to his community, and encouraged him to apply for one of the three Board Director positions that would be up for election in November.

Motion to appoint Lori Mayfield as Board Director: Director Dowell

Motion_2nd: Director Stevens

Vote: Yeas 4 No _____ Absent _____ Abstain _____

7. Approval of Minutes from Board Meeting of March 25, 2024

Motion to accept minutes after a correction to Committee Reports is made: Director Dowell

Motion_2nd: Director Stevens

Vote: Yeas 4 No _____ Absent _____ Abstain _____

8. Budget report

Director Dowell reported that this document has yet to arrive from the county. This is always a slow process, and Chief Binz gives Director Dowell an invoice-by-invoice update on expenditures.

9. Chief's Report

Chief Binz reported that the month hadn't been very busy, with call distribution as follows: 11 Medical aids, 3 structure fires, 4 public assists and 5 traffic collisions. Five firefighters currently have their Driver/Operator certifications.

He added that the type 3 engine, Engine 6520, had returned from its annual checkup for which \$2,750 had been budgeted, and the cost of repairs had only been \$1,300. Next, Engine 6,520 will need 2 new tires, for which there is \$4,700 in the budget. Chief Binz would also like to budget \$5,000 for overall fixes to Engine 6525, which has a leak in the back.

He also reported that LFPD has been invited to a first responders' appreciation

dinner alongside AFPD and CAL FIRE.

10. Committee Reports:

Grant Committee

Director Dowell had nothing to report, but was working on a big push for a FEMA grant.

Fiscal and Planning Committee

Director McLachlan shared that she, Director Dowell and Chief Binz act as this committee, as it was formerly composed of former President Hewitt, former Treasurer Tim Worny, and former Chief Rob Withrow. She said that the three of them would need to meet soon to put together a budget and any other documents.

Policies and Procedures Committee

No one present had any change requests or questions for Director Stevens about the new Operating Procedure Manual that she had recently finished and had approved.

Building and Maintenance Committee

Director McGee did not have any updates.

Communications and Outreach

Secretary Golightly shared that she had received the letters of application from Lori Mayfield and Brian Jones for the vacant Board Director position, had made much more ink and toner conservative flyers for future events, and was hoping to receive photos from Chief Binz of the event LFPD attended with AFPD and CAL FIRE to post to social media.

11. Auxiliary Report

Secretary Golightly reported that the last Auxiliary meeting had been held to plan the Taco Dinner event (Taco De Mayo) and Bells Across America for Fallen Firefighters, a ceremony which honors the lives and sacrifices of firefighters who died in the line of duty.

12. Adjournment

Motion to adjourn: Director Stevens

Motion 2nd: Director Dowell

Vote: Yeas 4 No _____ Absent _____ Abstain _____

Next Board Meeting: Monday, June 3rd.