

# **LOCKWOOD FIRE PROTECTION DISTRICT**

23141 Shake Ridge Road Volcano, CA 95689

## **Meeting of the Board of Directors Agenda - September 23 - 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=84398778029>  
Meeting ID: 245 867 8782  
Passcode: M8SNBf (case-sensitive)

### **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**

### **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.

### **5. Approval of Minutes from Board Meeting of August 26, 2024**

Motion\_2<sup>nd</sup> \_\_\_\_\_ Vote: Yeas \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_

### **6. Budget report**

**7. Chief's Report**

**8. Committee Reports:**

Grant Committee  
Fiscal and Planning Committee  
Policies and Procedures Committee  
Building and Maintenance Committee  
Communications and Outreach

**9. Auxiliary Report**

**10. Adjournment**

Motion 2<sup>nd</sup> \_\_\_\_\_ Vote: Yeas \_\_\_\_\_ No \_\_\_\_\_ Absent \_\_\_\_\_ Abstain \_\_\_\_\_

**Next Board Meeting: Monday, October 28th.**

## **LOCKWOOD FIRE PROTECTION DISTRICT**

23141 Shake Ridge Road Volcano, CA 95689

### **Meeting of the Board of Directors Minutes - August 26 - 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=88268941215>  
Meeting ID: 245 867 8782  
Passcode: M8SNBf (case-sensitive)

**The meeting was called to order at 6:04 pm 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**

All present. 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:**

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Board meeting.

Amador Fire Battalion Chief Justin Yelinek let those present know that LFPD would be participating with AFD in the Amador Pines Firewise Community's wildland urban interface, community evacuation and incident command simulation on September 7th from 8:00 am to noon. Board Director Lori Mayfield, who also serves as the organizer for Amador Pines' Firewise Community, expressed gratitude to all personnel for participating.

Those present were reminded that the LAFCO hearing regarding consolidation or annexation of LFPD into AFD would take place at 5:30 pm on Thursday, September 19th, in the Board of Supervisors Chambers at 810 Court Street in Jackson. The Board Directors shared that they would be giving 20 days notice of this meeting in accordance with state law, and publishing notice of the meeting in the Amador Ledger and Upcountry News as well as on LFPD's website and social media. Discussion ensued relative to subject matter.

## **5. Approval of Minutes from Board Meeting of July 22, 2024**

Motion to approve minutes as submitted: Director Mayfield

Motion\_2<sup>nd</sup>: Director Stevens

Vote: Yeas 4 No        Absent        Abstain       

## **6. Budget report**

AFD Finance Clerk Charlene Clark verified receipt of LFPD's fiscal reports for Fiscal Period 1, and that \$86,080 was present in LFPD's General Fund. Director McLachlan asked if the report could be re-presented in LFPD's format, listing all expenditures and earnings, and also being monthly as opposed to periodical. Charlene said she was willing to do this, and that the document she had in front of her was a very detailed packet of information, which concisely summarized the information from the packet and was printed out and given to those present. Discussion ensued relevant to subject matter.

## **7. Chief's Report**

Battalion Chief Yelinek reported a call volume of 25 total calls, 15 of which were medical in nature and 2 of which were vegetation fires and were very recent; One had started as a vehicle fire, and another had started as a structure fire, and both had spread into the vegetation.

He shared that LFPD currently had 3 volunteers, and that one past volunteer had recently returned their PPE.

He reported that Volunteer Training Nights, which were now occurring on Wednesdays, were going well, and that Amador Firefighter Darrow had been staffing Lockwood Station 151 and spending time at Station 152, servicing equipment and doing groundskeeping. Additionally, he shared that staffing had been more frequent and were now closer to 24/7 coverage, and thanked Firefighter Rich Fugere for his help in this regard.

He shared that they had looked over Engine 6520 and noticed some oil leaks that

needed to be addressed, one of which would be done under warranty by Amador Automotive and would be scheduled to be done soon. Additionally to having a non-operational fuel gauge, Squad 6546 was found to have some safety recalls that needed completion, as no repair orders or service records could be located proving these repairs had been done. Engine 6525 was found to have a significant oil leak, which Battalion Chief Yelinek had scheduled someone to come look at and quote for repairs. Finally, Water Tender 6540 was damaged in months prior during response to a structure fire; the individual driving it to the incident had driven it with compartment door open, with which came off after they hit another apparatus at scene, and was repaired using a method intended to be temporary. He said they would take a look at whether insurance would cover this repair.

He said that he had received a notice of LFPD's insurance increasing by 12% to 15%, and would update everyone with whatever information followed in the future regarding exact numbers.

## **8. Committee Reports:**

Grant Committee

Fiscal and Planning Committee

Policies and Procedures Committee

Director Stevens shared that she had recently updated the Operating Procedures Manual again.

Building and Maintenance Committee

Director McLachlan shared that she and Director Dowell had recently met with an aviation official to look at Station 152's Helispot. Additionally, she reported that the weedeating at Station 152 was complete, and that she planned to reach out to adjacent parcel owners to ask them to get their weeds eaten as well.

Communications and Outreach

Secretary Golightly shared that she had been attending Wednesday training nights to collect pictures for a Season In Review type of recap post for social media.

## **9. Auxiliary Report**

Secretary Golightly reported that the Auxiliary would be reconvening on September 3rd after their summer hiatus, and would be planning upcoming events such as the Pancake Breakfast, Souper Supper and Cookies With Santa events. Additionally, she shared that the fall Clothing Donation Drive would be held the last two Saturdays of September in the Pine Grove Market parking lot from 10am to 2pm, and that the shortened schedule was due to the generous influx of clothing donations the Auxiliary had already received from Amador STARS.

## **10. Adjournment**

Motion to adjourn: Director McLachlan

Motion 2<sup>nd</sup>: Director Stevens

Vote: Yeas 5 No        Absent        Abstain       

**Meeting adjourned at 7:05 pm.**

**Next Board Meeting: Monday, October 28th.**

## **Minutes of LFPD Auxiliary Meeting**

**September 3, 2024**

1. Meeting was called to order at 10:01 by President Dyann Paradise. Those in attendance: Dyann Paradise, Francine Temple, Joann McLachlan, Jackie Vaughn, Debbie Abrams, Lynn Gravesen, Terry Bolyard, Kathleen Longton, Zi Golightly. Quorum established.

2. Treasurer's Report:

Checking: \$3863.01

Savings: \$14,015.54

Donations: \$601.00 Clothing Drive

\$212.00 Boot collection Cannonball Run

\$100.00 Personal Donations

\$321.00 Book and Bake Sale

An error was noticed in the June Minutes and was changed from \$14,000 of insurance expense to \$1400.90. Motion to accept and seconded. Approved

3. No update on Cluster Boxes/Signage

4. Please bring your expired batteries to the auxiliary meeting as Zi is no longer able to pick them up.

5. Clothing drive is the last two Saturdays in September, the 21 st and 28 th . 10:00am - 2:00pm

Please consider signing up for a shift. In addition, STARZ donated clothing from their recent event and it filled Deb E.'s truck half full.

6. Facebook/Social Media: Discussion led by Zi

7. Old Business: No one had anything to discuss.

8. New Business:

\*Pancake Breakfast: It was discussed and determined by vote to postpone until Spring 2025.

\*Souper Supper: Schedule for Dec 7 th . There was discussion about using the service Andrea Macon for place setting. Everyone agreed this would be a good idea.

\*Cookies with Santa: Everyone agreed this is a valuable community event. A tentative date was set for Dec 11, pending confirmation with Allen.

\*Giving Tuesday: The date this year is December 3 rd .

\*Recognition and appreciation: We currently have 3 volunteer firefighters that we decided to gift \$100.00.

9. LAFCO. We are waiting for the report to be made public on Sept. 19 regarding the merger with Amador Fire. In preparation for this possible merger, we discussed the possibility of maintaining our non-profit status and changing the mission statement. Kathleen has agreed to research this and will report at the next meeting.

10. Deb Abrams brought up that the barn needs good cleaning. A work party was discussed but a date was not decided.

11. Joann McLachlan gave a report of the LFPD Board stating that LAFCO would be releasing their report Sept 19 th and that we have 4 applicants for filling the soon to be open positions.



Adjournment: 11:20 am

Next Meeting : OCTOBER 7 TH , 10:00AM AT STATION 151