

## **ALBION-LITTLE RIVER FIRE PROTECTION DISTRICT**

### **BOARD OF DIRECTORS BUSINESS MEETING AGENDA**

Wednesday July 25, 2007, 7:30 pm, at Station 810, 32601 Albion Ridge Road, Albion, CA

- 1. Call to order and determination of a quorum.**
- 2. Public communication to the Board.** An opportunity is provided for members of the public to address the Board with respect to matters within the Board's jurisdiction whether on the agenda or not. For action items the public may also address the board at the time the item is presented for action.
- 3. Fire Chief's report, including operational needs.**
  - A) Incident reports.** The Fire Chief will report on incidents during the time subsequent to the last regular meeting.
  - B) Fund raising, gifts and service fees.** The Fire Chief will report current information on fundraising, gifts to the Department, and any calls on which service fees should be levied by the District Board.
  - C) Fire Department report.** The Fire Chief will report on other Department progress.
  - D) Fire Department operational needs.** The Fire Chief will report on Department needs.
- 4. Brown Act Compliance.** The Board will discuss the applicability of the Brown Act to e-mail communications and to Board members' attendance at Department meetings, and possible actions to be taken, in order to address any concerns in this respect with regard to the Brown Act.
- 5. Treasurer's report.** Current financial statements for the District will be presented by the District's bookkeeper, and Alan Taeger as Treasurer will make any necessary explanations.
- 6. Secretary's report.**
  - A) Communications to the Board will be presented.**
  - B) Minutes.**
    - i. Minutes of the June 27, 2007 meeting, which have not been approved, will be approved or revised and approved.
    - ii. The Board will revisit the paragraph numbered 12 in the minutes of the May 30, 2007 meeting to determine whether or not the tone and statements in the paragraph correctly reflect the Board's determinations at that meeting.
- 7. Update on Station 811 Project:** There will be an update on progress on this project.
- 8. Items for consideration and possible action:**
  - A) Emergency Response Services Fees.** Josh Latkin will review the Fire Prevention Services Fee Schedule adopted by the District Board in 2005 and the current schedules of surrounding districts, and the law by which these fees are charged, so that the Board may adopt a new salary and fee schedule if the current schedule is not deemed sufficient. Josh

Latkin will also report what he has found with respect to any mutual aid agreements to which the District or Department is a party.

**B) Disposal of Obsolete Equipment.** Laura Vogelgesang will report on her conversation with a representative of Mendocino County General Services Administration and her recommendation for adoption of a policy.

**C) Newsletter.** The Board will consider the Department's newsletter.

**9. Land, buildings and equipment.**

**A) Power to 815.** There will be a report on progress.

**B) Roof of 810.** There will be a report on progress of the project of tying the façade into the new roof.

**C) Fuel storage at Station 812.** Josh Latkin will report on progress on this item.

**10. Committee reports:** Committee reports, if any, will be presented.

**A) Insurance**

**B) Real Estate**

**C) Grants**

**D) Bylaws**

**E) Equipment**

**F) Website**

**G) Benefits for Firefighters**

**11. Board Directors' reports.** Individual Board members may report. The Board may schedule a session so that the Board may be trained on its responsibilities in relationship to the Department and on financial matters.

**12. Long-Range Planning.** The Board will review the status of its work on review of the Long-Range Plan, including Board members' redrafts of sections of the Long-Range Plan.

**13. Closed Session.** The Board will have a closed session to consider personnel matters involving employment and evaluation of District employees.

**14. Next meeting date and agenda.**

**15. Adjournment.**

Any individual who requires disability-related accommodations or modifications, including auxiliary aids and services, in order to participate in the Board meeting should contact the Board in writing at P.O. Box 634, Albion, CA 95410-0634, at least two days before the meeting date.

