

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING MINUTES**

Thursday, January 10, 2013, 7:00 pm, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA

**Meeting Commenced:** 7:15pm

**1. Fire department operations meeting.**

**a. Roll call.**

Board Members: Rich Riley, Scott Roat, Ed Petrykowski, Alan Taeger; Ken Matheson absent  
Firefighters: Chief Ted Williams, Brad Montgomery, Scott Roat, Sam Levine, Marshall Brown, Erica Geer, Harolde Searles, Tim Gitchel, Steve Wolfe, Chris Johnson, Margaret Harris; (nine members attending EMT training)

**b. Chief's Report:** See attached.

**c. Review and discussion of chief's report.**

**d. Other fire department business.**

- attendance light – 9 firefighters attending EMT class
- purpose of BBQ discussion, evaluation of it as ongoing benefit
- training goals and schedule discussed by Marshall Brown, the new Training Officer

**e. Adjournment:** 7:55pm

**2. Board of Directors business meeting call to order and determination of a quorum:**

Call to order by President Alan Taeger at 8:00pm.

Board Members present: Rich Riley, Scott Roat, Ed Petrykowski; Ken Matheson absent

**3. Public communication to the Board:** None presented.

**4. Items for Board consideration and possible action:**

**a. Fire department personnel:** No new personnel recommended.

**b. FY 2012-2013 budget review and revision:** Increase for Miscellaneous Employee Benefits (#861014): adjust to \$21,500 (a \$500 increase); changes approved by unanimous vote of board members present on a motion by Alan.

**c. Facilities Use Application:** Board review of one or more facilities use application(s) per current facilities use policy. No action taken at this time.

**5. Previous meeting minutes:** Minutes of the December 12, 2012 special meeting and the December 13, 2012 approved 4-0 in favor.

**6. Board Correspondence:** See attached list.

**7. Financial report:** Distributed, no changes made.

**8. Committee reports:**

**a. New fire station committee.**

Discussion of status, Ed Petrykowski and Sam Levine to check with Lee Welty on plans and status of encroachment permit. No further progress at this time.

**9. Directors' discussion:**

**a. Duties of board members.**

- Role of Officers – Alan distributed a sheet of proposed duties of Board Members (see attached), discussion to be continued.
- All in favor of pursuing Board Clerk position to aid in tasks.

**10. Next scheduled regular business meeting:** Thursday, February 14, 2013, 7:00 pm.

**11. Adjournment:** 9:34pm

**Fire Chief's Report, 10 January, 2013, by Ted Williams**

- **Incident Log**

- In the intervening period between the Albion-Little River Fire Protection District regular meetings held Thursday, December 13th and today, January 10th, we were dispatched and responded to six incidents consisting of 3 medical aids, 1 traffic collision and 2 tree/vehicle hazards.
  - **2012009055 12/17/12 08:33**
    - MEDICAL, CHARLIE, THE WOODS, #27, 43300 LITTLE RIVER AIRPORT RD, LITR
    - Sam Levine (IC, Med Gp)
    - Guy Casey (8132)
    - Ted Williams
    - Brad Montgomery (8165)

Minutes approved by unanimous vote of board members present at the March 14, 2013 regular business meeting.

- Andrea Pennebaker
  - Scott Roat
  - cancelled incoming
- **2012009221 12/23/12 09:54**
  - Tree in roadway poss power lines down. Hwy1 mp44.25
  - CHP remained IC
  - Tim Gitchel (8162)
  - Guy Casey
  - Andrea Pennebaker
  - Brad Montgomery (8165)
  - Ted Williams
  - cancelled incoming
- **2012009275 12/24/12 19:28**
  - Traffic collision Hwy 128 mp5.5
  - Steve Wolfe
  - Debbie Wolfe
  - Brad Montgomery (8130)
  - Ted Williams (8162)
  - Tim Gitchel
  - Marshal Brown (8170)
  - Margaret Harris
  - Guy Casey (8165)
  - Michael Rees (8131)
  - Scott Roat
  - Erica Geer (canceled)
  - cancelled incoming
- **2012009350 12/27/12 09:28**
  - MEDICAL, BRAVO 43300 LITTLE RIVER AIRPORT RD #31
  - Guy Casey R8132 (MedGroup, IC)
  - Marshall Brown
  - Ted Williams
  - Jaime Placido
  - Brad Montgomery (R8130)
  - Margaret Harris
  - Andrea Pennebaker
  - cancelled incoming
- **2013000088 01/03/13 14:02**
  - HAZARD, STALLED VEHICLE BLOCKING ROAD,1/2 MILE UP LITTLE RIVER AIRPORT RD.
  - MENDOCINO FIRE DISPATCHED.
  - Sam Levine (RP & IC)
  - Guy Casey
  - Andrea Pennebaker
  - Ted Williams
  - Steve Wolfe
  - Debbi Wolfe
  - Brad Montgomery
- **2013000169 1/06/13 11:43**
  - MEDICAL ALPHA 43300 Little River Airport Rd "The lodge"
  - Sam Levine
  - Jaime Placido
  - Brad Montgomery 8132
  - Ted Williams
  - Andrea Pennebaker
  - Marshal Brown
  - Emily Scott
  - Guy Casey (Cancelled)
  - cancelled incoming

**Training Completed:**

Minutes approved by unanimous vote of board members present at the March 14, 2013 regular business meeting.

- **12/20/2012 - Chimney Fires (2 hours)**
  - Marshall Brown, Guy Casey, Andrew Crowningshield, John Crowningshield, Ben Feinburg, Erica Geer, Tim Gitchel, Joe Goforth, Brad Montgomery, John Oakley, Andrea Pennebaker, Jaime Placido, Michael Rees, Scott Roat, Ted Williams, Debbi Wolfe, Steve Wolfe
- **12/27/2012 - ?**
  - waiting on data
- **01/03/2012 - Hoses, Nozzles, Appliances, and Water Streams (3 hours)**
  - Marshall Brown, Guy Casey, Andrew Crowningshield, John Crowningshield, Ben Feinburgh, Tim Gitchel, Margaret Harris, Jason Hendricks, Sam Levine, Jaime Placido, Michael Rees, Ted Williams, Debbi Wolfe, Steve Wolfe, John Oakley, Jake Phillips, Emily Scott, Brad Montgomery.
- **01/08/2012 - EMT Class - Nat Norling (Paramedic) - station 840 MVFD**
  - Guy Casey, Jamie Placido, Jason Hendricks, Andrea Pennebaker, Emily Scott, Debbi Wolf, Michael Rees, Lauren Lopez.
- **Training Plan:**
  - Marshall Brown appointed as Training Officer for 2013.
  - Erica Geer thanked for over one year in TO role. Some firefighters commented that this period offered the most thorough training in their time on the department.
  - 2013 training will be primarily scenario based.
  - Training schedule will be maintained at [www.albionfire.com](http://www.albionfire.com) with notifications.
  - Draft schedule:
    - 01/03 - Hoses/Nozzles/Tools - station 811, 1900 hrs
    - 01/05 - Water Rescue - MVFD
    - 01/07 - Traffic Control Ops - station 810, 1900 hrs
    - 01/12 - Station 813 Cleanup - station 810/813, 1100 hrs
    - 01/19 - Water Rescue - station 810, 1000 hrs
    - 01/24 - SCBA Smoke Drills - station 811, 1900 hrs
    - 01/26 - Cliff Rescue - station 810, 1000 hrs
    - 01/31 - RIT/RIC Intro - station 811, 1900 hrs
    - 02/02 - Water Rescue - MVFD
    - 02/07 - RIT/RIC Drills - station 811, 1900 hrs
    - 02/09 - RIT/RIC Scenarios - station 810/812/LR Airport, 1000 hrs
    - 02/16 - Water Rescue - station 810, 1000 hrs
    - 02/21 - Water Source, App Placement - station 810, 1900 hrs
    - 02/23 - Cliff Rescue - station 810, 1000 hrs
    - 02/28 - Firefighting Tools - station 811, 1900 hrs
    - 03/02 - Water Rescue - MVFD
    - 03/07 - Structure Fire Scenarios - station 812/Residence, 1900 hrs
    - 03/09 - Full TC Scenario - station 812/LR Airport, 1000 hrs
    - 03/16 - Water Rescue - station 810, 1000 hrs
    - 03/21 - LZ Coord/Helo Ops - station 810/812 Sat, 1900/1000 hrs
    - 03/23 - Cliff Rescue - station 810, 1000 hrs
    - 03/28 - Water Rescue Ops - station 810, 1900 hrs
    - 04/04 - Cliff Rescue Ops - station 810, 1900 hrs
    - 04/06 - Water Rescue - MVFD
    - 04/13 - Structure Fire Scenarios, Pacific Reefs, 1000 hrs
    - 04/18 - Structure Fire Scenarios - station 812/Residence, 1800 hrs
    - ??? - Burn Trailer @ MVFD
    - 04/20 - Water Rescue - station 810, 1000 hrs
    - 04/25 - Trauma Scenarios - station 812, 1900 hrs
    - 04/27 - Cliff Rescue - station 810, 1000 hrs
    - 05/02 - Auto Extrication Scenarios - station 812, 1830 hrs
    - 05/06 - Water Rescue - MVFD
    - 05/11 - Calstar/Reach Training - station 812 / LR Airport, 1000 hrs
    - 05/16 - Wildland Basics/WUI - station 810, 1900 hrs
    - 05/18 - Water Rescue - station 810, 1000 hrs
    - 05/23 - Fire Line Tactics - station 812/Residence, 1900 hrs
    - 05/25 - Cliff Rescue - station 810, 1000 hrs
    - 05/30 - Shelter Deployment/Hoselays - station 812/Residence, 1900/1000 hrs
    - 06/01 - Water Rescue - MVFD

- 06/06 - WLFF Theory - station 810, 1900 hrs
- 06/08 - Wildland Pump - station 812 / LR Airport, 1000 hrs
- 06/15 - Water Rescue - station 810, 1000 hrs
- 06/20 - Medical/Wildland Health - station 810, 1900 hrs
- 06/22 - Cliff Rescue - station 810, 1000 hrs
- 06/27 - Wildland Scenarios - station 812/LRA, 1830 hrs
- 07/06 - Water Rescue - MVFD
- 07/13 - Wildland Tools - station 811/residence, 1000 hrs
- 07/18 - Medical/Airway Mgmt - station 810, 1900 hrs
- 07/20 - Water Rescue - station 810, 1000 hrs
- 07/25 - ICS Overview/WL Scenarios - station 811/Residence, 1830 hrs
- 07/27 - Cliff Rescue - station 810, 1000 hrs
- 08/01 - Wildland Scenarios - Pacific Reefs, 1830 hrs
- 08/03 - Water Rescue - MVFD
- 08/10 - Wildland Scenario - station 812 / LR Airport, 1000 hrs
- 08/15 - Medical/Musculoskeletal - station 810, 1900 hrs
- 08/17 - Water Rescue - station 810, 1000 hrs
- 08/22 - Wildland Scenarios - station 811/Residence,1830 hrs
- 08/24 - Cliff Rescue - station 810, 1000 hrs
- 08/29 - The Woods Pre-Plan - station 812/Woods, 1900 hrs
- 09/05 - Wildland Scenarios - station 812/LRA, 1830 hrs
- 09/07 - Water Rescue - MVFD
- 09/14 - Wildland Scenario - Pacific Reefs, 1000 hrs
- 09/19 - Medical/ALOC - station 810, 1900 hrs
- 09/21 - Water Rescue - station 810, 1000 hrs
- 09/26 - Auto Ex Scenarios - station 812, 1830 hrs
- 09/28 - Cliff Rescue - station 810, 1000 hrs
- 10/03 - Structure Fire Tactics - station 811, 1900 hrs
- 10/05 - Water Rescue - MVFD
- 10/12 - Mass Casualty Incident - station 812 / LR Airport, 1000 hrs
- 10/17 - Medical/Strokes - station 810, 1900 hrs
- 10/19 - Water Rescue - station 810, 1000 hrs
- 10/24 - Albion Village Pre-Plan - station 810, 1900 hrs
- 10/26 - Cliff Rescue - station 810, 1000 hrs
- 11/02 - Water Rescue - MVFD
- 11/07 - Power lines Safety - station 810, 1900 hrs
- 11/09 - Structure Fire Pump - station 812, 1000 hrs
- 11/16 - Water Rescue - station 810, 1000 hrs
- 11/21 - Medical/OB and Geriatric - station 810, 1900 hrs
- 11/23 - Cliff Rescue - station 810, 1000 hrs
- 11/28 - Chimney Fire Training/Vent - station 811, 1900 hrs
- 12/05 - Vehicle Extrication didactic - station 810, 1900 hrs
- 12/07 - Water Rescue - MVFD
- 12/14 - Vehicle Extrication Scenarios - station 812 / LR Airport, 1000 hrs
- 12/19 - Medical/Fire Related - station 810, 1900 hrs
- 12/21 - Water Rescue - station 810, 1000 hrs
- 12/26 - Structure Fire Scenarios - station 810, 1830 hrs
- 12/28 - Cliff Rescue - station 810, 1000 hrs
- to be added:
  - Harassment
  - HazMat

- **Development**

- Mendocino Coast Water Works has visited stations and is preparing an estimate for tank plumbing work.
- Debbie Casey attended December meeting to offer assistance with fundraising.
- Eight of our firefighters are participating in the EMT course.
- John Hall, Pacific Reefs Water District Board President, contacted Ted on January 6. "We've reviewed the Training-Water Use Agreement Draft you left us and will discuss it further at our 2/16/13 meeting. I believe we are all in support of this concept and may approve it at that meeting." Mr Hall requested and Ted has provided the ALRFPD Liability Insurance Policy for review.

Minutes approved by unanimous vote of board members present at the March 14, 2013 regular business meeting.

- 2013 fundraising plan development beginning in January.
- **Station Maintenance**
  - Jaime Placido traced a puddle of standing water at station 810 to the refrigerator.
- **Vehicle Maintenance**
  - **Mini-pumper 8165**
    - scheduled:
      - two water leaks
      - new mufflers
      - auto eject electric
  - **Rescue 8130**
    - scheduled:
      - starter (failing)
  - **Rescue 8132**
    - scheduled:
      - ignition switch (failing)
  - **SCBA compressor**
    - functional, but not yet mounted.
    - 8132 will be taken out of service, replaced by 8165, for final installation

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT  
BUSINESS MEETING JANUARY 10, 2013  
CORRESPONDENCE WITH THE BOARD OF DIRECTORS**

12/14/12	Received letter from Air Resources Board with notice of diesel truck and bus regulations for model years 1996-2004.
12/19/12	Received season's greetings from Fort Bragg Diesel.
12/19/12	Scott received email from Joe Gambetta threatening contradiction of claims Scott made.
12/19/12	Received email from county treasurer-tax collector with quarterly investment report.
12/20/12	Received season's greetings from Perkowski's Screen Printing bu USPS.
12/26/12	Alan received email from Alana Theiss with an offer to provide financial audit and consulting services.
12/27/12	Received check from Comptche Volunteer Fire Department by USPS for fee for service compensation for two Albion Firefighters.
12/27/12	Received season's greetings from Greenwood Aggregates, Inc. by USPS.
12/31/12	Alan received email from CSDA with offer for free ethics, harassment, and Brown Act on-line training and certification.
1/2/13	The board received email from Katya Gregonis, district bookkeeper, with notice of a rate increase for calendar year 2013. Katya increased her rate at a reduced increment from that which was agreed to in contract. Alan replied with gratitude.
1/4/12	Received invoice from county counsel's office for services rendered regarding parcel tax questions.
1/10/13	Received season's greetings from Eve Rice by USPS. (Postmarked 12/24/12.)
1/10/13	Received telephone call to district office from Gina inquiring about a donation check sent mid-December. Alan returned call and promised to investigate and follow up.
1/10/13	Received donation check from Navarro Ridge Ranch by USPS. (Postmarked 12/19/12.)