



North Sonoma Coast Fire Protection District

PO Box 386 The Sea Ranch, CA 95497

<https://nscfpd.org> - (707)639-0961

NSCFPD Board Meeting Action Summary

Wednesday, May 21, 2025, 9:00 a.m.

Sea Ranch North Fire Station (39250 South Highway 1, The Sea Ranch)

- I. **CALL TO ORDER:** 9:01 a.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **ROLL CALL:** Chair Campbell, Vice-Chair Nybakken, Member Gardener and Member Tittle, Tristan Colson attended remotely -1 Folk School Road, Brasstown, NC 28902
- IV. **REMOTE ATTENDANCE:** No Action.
- V. **AMENDMENTS TO AGENDA:** At the request of the Fire Chief Plakos, Discussion/Action item B, CAL FIRE agreement #1CA07247 to be moved earlier on the agenda, before the reports. Member Gardener moved and Member Tittle 2nd to move CAL FIRE Agreement. Vote 5-0 aye.
- VI. **PUBLIC COMMENT ON NON-AGENDA ITEMS:** None
- VII. **CONSENT CALENDAR:** Motion to accept and approve consent Calendar made by Vice Chair Nybakken and seconded by Member Gardner. Approved 5-0
 - A. Approve Expenses: February and March 2025
 - B. Approve minutes March 19, 2025, Board meeting
- VIII. **REPORTS:**
 - A. Chair- Complimented the work of the Finance Committee in their search effort looking for The Financial Advisor for the North Fire Station Expansion Project. Chair Campbell and Sect. Tristan Colson have been working on the Board Retreat agenda and moderator selection. Voting on the FRMS Board selection conducted by Board Chair.
 - B. Chief: As presented with brief discussion regarding Multi-Jurisdictional Hazard Mitigation Plan.
 - C. CAL FIRE: Peak staffing within the Unit. Report on vehicles and equipment. Training report update on activities. Fuel management update. Request for a Treasurer for the Fire Safe Council, Member Gardener volunteered.
 - D. District Administrator: As presented, brief discussion regarding AB 2302
 - E. VFA Liaison: Next NSCVFA Board meeting June 16th.
 - F. Treasurer: As presented, with questions regarding financial modeling.

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IX. DISCUSSION/ACTION ITEMS

- A. Board review and action to reduce the District Administrator position to 32-hour work week effective July 1, 2025. After review and discussion motion by Member Gardener and seconded by Member Tittle with amendment to review action in October of 2025. Vote 5-0 aye. **Motion 25-09**
- B. CAL FIRE Contract: Review with motion to authorize signing of five-year CAL FIRE agreement #1CA07247 beginning July 1, 2025: Deputy Chief of Administration David Levin and LNU Unit Chief Matt Ryan attended (Chief Ryan via zoom). The draft contract was discussed. Several known minor updates to be made in the final version were identified. Motion to approve the CAL FIRE agreement #1CA07247, with agreed upon minor updates, by Member Gardener and seconded by Member Tittle. 5-0 aye **Motion 25-07**.
- C. Financial Outlook and Preliminary Budget: Review and discuss current financial outlook and draft preliminary budget for FY 2025-2026. Comments regarding reserved policies and asking the Finance Committee to review.
- D. Financial Advisor: Recommendation from FC with attached proposed letter of agreement. Board action to approve the Letter of Agreement. Fieldman | Rolapp selected as recommendation to the full board. Chair Campbell moved that we accept and sign the Letter of Agreement from Fieldman Rolapp, seconded by Member Gardener. Vote 5-0 aye. **Motion 25-10**
- E. Legislative Support Letters: Review with motion to approve a resolution authorizing the Fire Chief to respond to requests for support. Moved by Vice-Chair Nybakken and seconded by Member Tittle to approve the **Resolution 25-08**. Vote 5-0 aye.
- F. Board Futures/Retreat: Discussion and Consensus, Meeting during August 10-24 Timeframe. Introduction of Frank Bell as moderator and endorsement and support for a Board retreat. Topics for the retreat reviewed. After discussion August 20th is proposed for an all-day retreat. Operations Team to bring forth comments regarding Chief duties. Vice-Chair Nybakken moved that we retain Frank Bell as moderator for the August 20th retreat seconded by Member Tittle. Vote 5-0 aye.
- G. Firefighter Detox Program: Discuss the program and determine the Board's level of interest in supporting the program for our volunteers: Board discussion regarding criteria and appropriate level of participation. Board agrees to continue to understand the level of interest with firefighters. Vice-Chair Nybakken moves that the Board authorize the Chief to meet with the VFA members and determine the level of interest in participating in the program and what a roll-out of the program might look like. Second, by Member Gardener. Vote 4 aye and 1 abstain.

X. CALENDAR LOOK-AHEAD:

XI. ADJOURNMENT TO NEXT MEETING: 12:17 P.M.

Next scheduled Regular Meeting: Wednesday June 18, 2025 **North Fire Station**, PUBLICLY NOTICED (for budget and appropriations limit approval).