

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING AGENDA
WEDNESDAY JANUARY 14, 2014
Albion School, 30400 Albion Ridge Rd., Albion, CA
8:00 PM**

1. Board of Directors meeting.

- a. Call to order and roll call**
- b. Approval of agenda**

2. Approval of minutes. Review and correct, if necessary, minutes of Regular Business Meeting of December 18, 2014

3. Public Comment: The public may address the board on 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.

4. Financial Report: Current financial statements for the district will be presented.

5. Items for Board Consideration and possible action:

a. Personnel:

b. MRC/THP: Board will review and vote on sending a letter to formally request answers to the questions raised by Chief Ted Williams 11/15/14 correspondence to CalFire.

c. Use of grounds at Station 812 Barbeque grounds for private event on 9-26-15

d. 811 portable toilet

e. ALRFPD Logos and numbers on all vehicles

f. Parcel tax billed to a resident

6. Correspondence: Correspondence to and from the Board will be presented.

a. All Board Members must file our Form 700 Annual Investment Notifications with the County Assessor before April, 2015

8. Committee Reports:

a. MRC/THP Subcommittee

b. Building Subcommittee

c. 12 Year Plan:

d. Station Updates

7. Director's Discussion: Individual Board members may discuss topics of concern to the District.

a. Secretary's report

b. Formation of 501-c3

c. Special Annual Evaluation Session: Date will be set for special meeting to critique board and fire department performance of past year, evaluate the performance of the chief, and discuss planning strategies for the coming calendar year.

d.Locations/Vehicle storage

8. Next Meeting:Wednesday , January 11, 2015, 7:00 p.m.

9. 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, as soon as possible before the meeting date.

Approved 1/18/2015

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING MINUTES
Thursday DECEMBER 18, 2014 – 7:00 P.M.
Albion School, 30400 Albion Ridge Rd., Albion, CA**

7:00-8:00 p.m.

1. **Fire department operations meeting**
 - a. The following Firefighters were in attendance: Ted Williams, John Oakley, Marshall brown, Andrew Crowningshield, John Crowningshield, Michael Rees, Andrea Pennebaker, Michael Issel, Joe Goforth, Debbi Wolfe, Steve Wolfe, Tony Oakley, Craig Hathaway, Kevin Spring, Jaime Placido
 - b. Guest, Al Lawrence
 - c. Chief's Report: Chief Williams presented a report of fire department operations since the last Business meeting.
 - d. Review and discussion of chief's report.
 - e. By unanimous vote, all existing officers were reelected as follows:
8100 Chief: Ted Williams, 8101 Assistant Chief: John Oakley, 8102 Assistant Chief: Marshall Brown, Captains: 8110: John Crowningshield, 8111: Andrea Pennebaker, 8112: Andrew Crowningshield, 8113: Michael Rees
 - f. The department discussed the need for more vehicle storage and fixing Station 810 so that we can hold meetings there. Regarding the latter, Sam & Joe said that we would try to fix the electrical distribution in the building with surface mounted conduit and outlets. We will also obtain a hood and new exhaust fan for the range.
 - g. Training ideas were also discussed.
 - h. Adjournment of the Department Meeting.
2. **8:00 p.m. (approximately – Board of Directors meeting. (began at completion of operations meeting)**
 - a. Called to order. A quorum was Present: Rich Riley, President; Scott Roat, Secretary; Chris Skyhawk and Sam Levine. Bob Canclini was absent due to conflict with a previous commitment.
 - b. Agenda **approved**.
3. **Minutes of both the November 19, Business Meeting and the Special Meeting of November 29, 2014 were approved.**
4. **Public Comment:** Al Lawrence, a member of the public, remained during the Board Meeting and participated in some of the discussions.
5. **Financial Report:** Current financial statements for the district were presented.

6. **Items for Board Consideration and possible action:**
 - a. **Personnel: Nothing.**
 - b. **ISO Report:** The ISO Report was discussed. We received a good classification of 06/6Y. The evaluation team did not include Station 810 in developing this rating.
 - c. The Chief reminded the Board that we must obtain an additional Type-1 engine for Albion and an additional tender for Station 815, on Navarro Ridge.
 - d. **PayPal:** A unanimous vote of those present was taken to obtain a Pay Pal account..
 - e. **Station 810:** Repair options were presented at the Special Meeting of November 29 and were continued at this meeting. A maximum of \$3000 was voted unanimously to upgrade the electrical distribution and install a hood over the range with a new vent, ducting and exhaust fan.
 - f. **District Board elections:** The District Board Officers for 2015 were elected: President Chris Skyhawk, Vice President Bob Canclini and Secretary Sam Levine. Of the Board Members present, the vote was 3 in favor and 1 abstention.
- 7 **Correspondence:** Correspondence to and from the Board was presented.
 - a. Letter 11/12/2014: Introduction letter from Theresa McNerlin re: requesting support her running for a LAFCO board member seat in upcoming Dec. 30 elections.
 - b. Letter 11/18/2014 from Jared Huffman, Member of Congress, Second District, California. Congratulating ALRFPD on passage of Measure M.
 - c. Claire Ellis & Chuck Greenberg sent a donation in honor of John Hughes birthday.
 - d. A Public Protection Classification Summary Report was received by the Chief on 11/24/2014, which gave the District an ISO classification of 06/6Y effective March 1, 2015.
 - e. Approximately \$2600 from the defunct ALRVFD, Inc. was transferred to the District.
 - f. A Donation was received from Greg & Linda Schellhase,
8. **Committee Reports:**
 - a. **12 Year Plan:** Both the passage of Measure M: The passage of Measure M and the needs and results of the ISO evaluation will affect the development of the 12 year plan.
 - b. **MRC/THP subcommittee:** The Board discussed the questions raised by Chief Ted Williams 11/15/14 correspondence to CalFire. It was decided not to issue a resolution, and instead follow up the board's concerns with a separate letter to CalFire.
 - c. A new Building Committee was formed consisting of Sam, Rich, Jaime Placido and Michael Issel.

9. **Directors' Discussion:** Nothing was presented.
 - a. **Special Annual Evaluation Session:** A special meeting is to be held in January to critique the board and fire department performances of 2014, including an evaluation of the chief and subchiefs, and discuss planning strategies for the coming calendar year.
 - b. **Secure Water Tanks.** The District needs more accessible water tanks.
 - c. **Locations/Vehicle Storage:** We must obtain additional vehicle storage at Stations 810, 811 and/or 812. We will look into increasing the heights and widths of the vehicle bays at Stations 810, 811 and 812.
10. **Next Meeting: Wednesday, January 14, 2015, 7:00 p.m. at the Albion School.**
11. **Adjournment: About 10:30 p.m.**

Fire Chief's Report DRAFT, 14 January, 2015, by Ted Williams

• Incident Log

- In the intervening period between the Albion-Little River Fire Protection District regular meetings held Wednesday, December 18th and today, January 14th, we were dispatched and responded to nineteen incidents consisting of 12 medical aids, 2 structure fires (false), 4 traffic collision and 1 cliff rescue.
- **2014012244 12/18/2014 0925**
 - MEDICAL, BRAVO; 31020 ALBION RIDGE L RD ,ALBION
 - 1144 confirmation
 - Ted Williams (IC, first on scene)
 - John Oakley (8130)
 - Jaime Placido
 - Joe Goforth
 - Michel Rees (8130 driver)
 - Ben Jackson
 - On Scene: 0934
 - Available: 1111
- **2014012284 12/19/14**
 - MEDICAL, ALPHA; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #1 ,LITTLE_RIVER
- **2014012369 12/21/14 1839**
 - MED, TRAFFIC COLLISION; HWY 128 MP 001.75 @ =L(39.188792,-123.725729)
 - Steve Wolfe (first on scene)
 - Debbi Wolfe (first on scene)
 - Ted Williams (E8162)
 - John Oakley (E8162)
 - Haroldde Searles (POV)
 - Jaime Placido (POV)
 - John Crowningshield (8181)
- **2014012387 12/22/14 0819**
 - MED, TRAFFIC COLLISION; HWY 128 MP 006.75 @ =L(39.173119,-123.671017) ,NAVARRO
 - Anderson Valley Fire initially dispatched to incident and they made it to scene first. Anderson Valley Fire handed the scene over to Albion upon arrival. Patient AMA to Anderson Valley Fire EMT's. Albion Fire provided traffic control.
 - Ted Williams
 - John Oakley (Ops, E8162)
 - Marshall Brown (E8162 Driver)
 - Michael Rees (IC)
 - Andrea Pennebaker (R8130)
 - Joe Goforth
 - Jamie Placido
 - Steve Wolfe (canceled)
 - On Scene: 0835ish
 - Available: 0959

- **2014012412 12/22/14 1935**
 - MEDICAL, DELTA; 100 N HWY 1 / 100 HWY 128 ,ALBION ;
 - Elk Fire 1st at scene and handed call over to Albion. R7131 stayed to help with medical. Patient was hitchhiking and had no obvious medical or mental related issues (Besides being cold). R7131 offered food, Albion Fire offered hand warmers and a blanket. He didn't want a ride to a shelter. Marshall called Howard Forest to have them advise CHP, MCSO, or Parks that he was there and that they should check in on him.
 - John Oakley (IC, R8130)
 - Marshall Brown (R8130 Driver)
 - Debbi Wolfe (Medgroup)
 - Steve Wolfe
 - Michael Issel
 - Andrew Crowningshield (R8132 Driver)
 - R7131 from Elk Mutual Aid (Harolde, Judy Bonney, Medgroup)
 - On Scene: 1951
 - Available: 2004
- **2014012458 12/24/2014 0517**
 - MEDICAL, CHARLIE; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #121 ,LITTLE_RIVER
 - John Oakley (8130)
 - Marshall Brown
 - Ted Williams
 - Sam Levine
 - Jaime Placido
 - On Scene: 0522
 - Available: 0603
- **2014012482 12/24/2014 1435**
 - HAZ, ELECTRICAL; 30900 ALBION RIDGE RD ,ALBION
 - Ted Williams (IC)
 - John Oakley (8162 driver)
 - Andrea Pennebaker (8162)
 - John Crowningshield (8181)
 - Marshall Brown (8190)
 - Jaime Placido
 - Craig Hathaway
 - ? pending
 - On Scene: 1442
 - Available: 1542
- **2014012489 12/24/2014 1632**
 - FIRE, RESIDENTIAL; 3335 KING SALMON LN ,ALBION
 - Ted Williams (IC)
 - John Oakley (8162 driver)
 - Andrea Pennebaker (8162)
 - Marshall Brown (8190 driver)
 - Tony Oakley (8190)

- Steve Wolfe
- Debbi Wolfe
- Craig Hathaway
- On Scene: 1637
- Available: 1652
- **2014012534 12/25/2014 1052**
 - MEDICAL, CHARLIE; 43330 LITTLE RIVER AIRPORT RD ,LITTLE_RIVER
 - John Crowningshield (8132)
 - Sam Levine (IC, Med Gp)
 - Kevin Spring
 - Jaime Placido
 - John Oakley, cancelled
 - Ted Williams, cancelled
 - On Scene: 1104
 - Available: 1218
- **2014012550 12/26/2014 1101**
 - MEDICAL, CHARLIE; THE LODGE AT THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #121 ,LITTLE_RIVER
 - John Crowningshield (8132)
 - Sam Levine (IC, Med Gp)
 - Kevin Spring
 - Jaime Placido
 - John Oakley (cancelled)
 - Ted Williams (cancelled)
 - On Scene: 1109
 - Available: 1136
- **2014012559 12/26/2014 1456**
 - MEDICAL, BRAVO; 32000 NAVARRO RIDGE RD ,ALBION
 - Ted Williams
 - John Oakley (8132 driver)
 - Andrea Pennebaker
 - On Scene: 1506
 - Available: 1533
- **2014012738 12/31/2014 0827**
 - MED, TRAFFIC COLLISION; HWY 1 MP 046.00 @ =L(39.242340,-123.773679) ,LITTLE_RIVER
 - John Oakley (8162 driver)
 - Andrea Pennebaker (8162)
 - Ted Williams (8130)
 - Jaime Placido (8181)
 - Kevin Spring
 - On Scene: 0830
 - Available: 0853
- **2014012745 12/31/2014 1348**
 - MED - RESCUE; NAVARRO POINT @ =L(39.195179,-123.771126)
 - Ted Williams (IC, 8130)

- Jaime Placido
- Ben Jackson
- Kevin Smith
- Mendocino Fire mutual aid cliff team, REACH, Copter 101
- On Scene: 1358
- Available: 1514
- **2015000050 01/02/2015 1014**
 - MEDICAL, BRAVO; 32000 NAVARRO RIDGE RD ,ALBION
 - Debbi Wolfe
 - Steve Wolfe
 - Andrea Pennebaker (diverted)
 - John Oakley (8130, diverted)
 - Ted Williams (diverted)
 - On Scene: 1020
 - Available: 1100
- **2014000051 01/02/2015 1021**
 - MEDICAL, BRAVO; ALBION RIVER INN @ 3790 N HWY 1 ,LITTLE_RIVER
 - John Oakley (8130)
 - Ted Williams
 - Andrea Pennebaker
 - Jaime Placido
 - Craig Hathaway
 - Sam Levine
 - John Crowningshield (8132 driver)
 - Arrow Pierce (8132)
 - On Scene: 1023
 - Available: 1131
- **2014000181 01/06/2015 1204**
 - MEDICAL, DELTA; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #121 ,LITTLE_RIVER
 - Sam Levine(IC, MedGp)
 - Ted Williams (Cancelled)
 - John Oakley (Cancelled)
 - Andrea Pennebaker (Cancelled)
 - John Crowningshield (Cancelled)
 - Ben Jackson (Cancelled)
 - Arrow Pierce (Cancelled)
 - On Scene: 1213
 - Available: 1251
- **2014000183 01/06/2015 1214**
 - FIRE, RESIDENTIAL; 3355 KING SALMON LN ,ALBION
 - Ted Williams (8162)
 - Debbi Wolfe (8190)
 - Steve Wolfe (8162)
 - Haroldde Searles (8130)
 - Craig Hathaway

- Jaime Placido
- John Oakley
- Andrea Pennebaker (8190)
- John Crowningshield (8181)
- Ben Jackson (8181)
- Arrow Pierce (8181)
- On Scene: staged 1216
- Available: 1247
- **2014000286 01/09/2015 1600**
 - MED, TRAFFIC COLLISION; 100 N HWY 1 / 100 HWY 128 ,ALBION
 - Ted Williams
 - John Oakley (8181)
 - Michael Rees (8130)
 - Harolde Searles
 - Steve Wolfe
 - Debbi Wolfe
 - Jaime Placido
 - Ben Jackson
 - On Scene: UTL, at location 1608
 - Available: 1625
- **2014000363 01/12/2015 0310**
 - MEDICAL, ALPHA; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD #SP ,LITTLE_RIVER #46
 - John Crowningshield (8132)
 - Ted Williams
 - On Scene:0320
 - Available: 0350
- **2014000403 01/13/2015 0221**
 - MEDB: UNKNOWN PROBLEM; THE WOODS @ 43300 LITTLE RIVER AIRPORT RD ,LITTLE_RIVER #104
 - John Oakley
 - John Crowningshield (8132)
 - Jaime Placido
 - Ted Williams
 - On Scene: 0232
 - Available: 0258
- **Training Completed**
 - **01/07/2015 – Truck Check – Brown - Station 812 ALRFPD (2 Hours)**
 - *Training Objectives:*
 - 1. *Truck check R8132, E8170, E8181.*
 - a. *Get supply order created*
 - 2. *Review how to operate the following apparatus:*
 - a. *R8132 (SCBA Compressor)*
 - b. *E8170 (Engineering, small engines)*
 - c. *E8181 (Engineering, small engines)*
 - d. *WT8192 (Engineering)*

- Craig Hathaway, Debbi Wolfe, John Crowningshield, Kevin Spring, Kyle LeMahon, Marshall Brown, Michael Issel, Steve Wolfe, Ted Williams, Tony Oakley.
- **01/09/2015 | 01/10/2015 – Fire Academy – 12 Hours**
 - *Training Objectives:*
 - *Fire Department Organization and Operations*
 - *ICS-100*
 - *Fire Behavior*
 - Ben Jackson, Michael Rees.
- **01/13/2015 – Riggers – MVFD - Station 840 MVFD (3 Hours)**
 - Michael Rees
- **Training Planned**
 - 01/14/2015: Hoselays I Truck Check, Station 811 @ 19:00
 - 01/17/2015: ALRFPD Water, Station 810 @ 09:00
 - 01/21/2015: Medical, Station 810 @ 19:00
 - 01/24/2015: ALRFPD Cliff, Station 810 @ 09:00
 - 01/28/2015: Forcible Entry, Station 811 @ 19:00
 - 02/04/2015: Structure Scenarios, Station 812 @ 19:00
- **Development**
 - Ben Jackson, Michael Rees and Citlali Calvillo are enrolled in and have started Fire Academy.
 - Andrea Pennebaker has one week left of CalFire academy.
 - We have switched to canned ethanol free fuel for small engines, both straight and mixed.
 - Chief will be testing Unification G1 and Minitor 6 pagers to determine best route for future pagers.
 - Department needs restroom at 811 and for 810 to be operational!
- **Equipment maintenance (John Oakley)**
 - Tested SCBAs returned from LN Curtis repair service.
 - Replaced all SCBA batteries.
 - Tony Oakley cleaned carb and fuel pump on 8181 portable water pump.
 - John Oakley cleaned the Holmatro jaws pump on 8181 after difficulty starting at training.
- **Equipment maintenance**
 - **Rescue 8132**
 - John and Tony Oakley installed new batteries in 8132.
 - **Engine 8181**
 - Ted/Kevin/Tony added engine oil.
 - Needs electrical auto eject replaced.
 - **Engine 8162**
 - John Oakley checked fluid levels.
 - **Tender 8190**
 - John Oakley checked fluid levels.
 - **Rescue 8131**
 - Front tires replaced.
 - **Engine 8163**

- Fort Bragg Diesel replaced alternator and batteries.