

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

BOARD OF DIRECTORS SPECIAL MEETING

Thursday, September 20, 2007 7:00 p.m.

Location: Albion Fire Station 810, 32601 Albion Ridge Road, Albion, California

1. **Call to order and determination of a quorum:** at 7:32 p.m.; attending were Shock, Taeger, Vogelgesang, and Latkin.
2. **Public communication to the Board:** none
3. **Long Range Planning Document:**
 - a. The Board again discussed its undertaking to the Department that this 2007 review or revision or annotation or update of the current Long Range Plan's plan document would be undertaken by the Board and that an initial reviewed/revised/annotated/updated document would be circulated to the Planning Group (the District Board, the Department, the Auxiliary, and the ALERT organizing committee) for comment and that a public meeting for discussion would probably be scheduled.
 - b. The Board also discussed again the fact that the current Long Range Plan is now titled as the plan of the Department, and the Board's consensus was that the current document, reflecting the review/revisions/annotations/updates which result from the 2007 process should remain as the plan of the Department, reflecting that the 2007 review/revision/annotation/update had been undertaken by the District Board and completed with the assistance and input of the Department and Auxiliary.
 - c. The Board determined that it would not undertake to rewrite the current Long Range Plan document.
 - d. The members of the Board had made proposed revisions to the various portions of the current Long Range Plan document for the July 2007 meeting, and a composite document which shows the changes made by the proposed revisions, and any deletions, was prepared for that meeting. The Board agreed that it would attempt to fill in the missing information and extend any charts in the current plant document in connection with its review/revision/annotation/update and reflect on a proposed document for review what it had done and what information is missing (and whether or not it can be completed for a newly revised/annotated/updated document).
 - d. The Board determined that the Albion-Little River Fire Protection District must formulate a long-range plan for the District, and that that work on that plan will commence once the Board has completed its revision of its own policies and procedures.
3. **Process to Complete Review/Revisions/Annotation/Update:**
 - a. Laura Vogelgesang will prepare a composite document (showing the current document and proposed changes to it) for the September 26, 2007 meeting of the Board, filling in any information which can be filled in before then, and e-mail it to the Board as soon as possible, but no later than Monday, September 24. This document will be approved or revised and approved at the September 26 meeting. The Board will not now attempt to create new graphs (to extend or replace the graphs in the current document) but will note on the composite document that the Board plans to extend the current drafts if possible; Laura Vogelgesang will make a recommendation on how to deal with the statistics in the current plan document.
 - b. Laura Vogelgesang will prepare a brief memorandum describing what the Board has done and its rationale, for the Board to review and approve or revise at its September 26 meeting; this memorandum will be forwarded along with the composite document which is approved by the Board at its September 26 meeting, to the Department and the Auxiliary for their comments. The memorandum will set forth a "deadline" for further comments, so that a public meeting can be scheduled for November.
 - c. The composite document and memorandum will be sent via e-mail to the Department members and to the Auxiliary members, soliciting comments.
 - d. Laura Vogelgesang will request that she be allowed to make a brief presentation to the Department at its October meeting, following up on the e-mailed composite document and memorandum.
6. **Adjournment:** at 8:35 p.m.

Laura J. Vogelgesang, Secretary