

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

**BOARD OF DIRECTORS SPECIAL MEETING**

Thursday, June 21, 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 7:02 p.m.; attending were Shock, Taeger, Vogelgesang, Latkin, and Chief Seeler.

**2. Public communication to the Board:** none

**3. Long Range Planning Process:**

a. **Addition of Disaster Plan.** The Board discussed whether or not the development of a comprehensive disaster plan should be a part of the long range plan and determined that it should. Chief Seeler described work by the Department over the years on disaster planning, and voiced concern that if a disaster plan attempts to cover each contingency it will either not get done or, if completed, will not be anything anyone will ever use. The Board discussed the need for it to determine its authority and responsibilities and function in the event of a disaster.

b. **Reports of Committees.** Reports of all committees other than the Requirements Committee have been submitted.

c. **Review of Title and Executive Overview.** The Board discussed the fact that the Long Range Plan is now titled as the plan of the Department and is endorsed by the District, Department and Auxiliary; yet, the Board's sense is that the Plan is the plan of the District for the Department as its chosen provider of emergency services and that it may be best that the title and Executive Overview reflect that. There was an expression of concern that a long range plan identified as a plan of the District would be dismissed as of no importance, a discussion of the perception that the residents of the District are not familiar with the relationship between the District and the Department, and an expression of the Board's hope that the Plan can be a vehicle for informing the District's residents, on the theory that the better informed the District's residents are, the better off we will all be.

**d. Process for Review and Revision.**

1. Before July 11, and as soon as possible, each Board member should share thoughts about one of the four main sections of the Plan with the Board member who will make the initial revisions to that section.

2. By July 11, each Board member should review the Executive Overview and other introductory materials in the Plan and rewrite as much of those portions as she/he wishes, and e-mail any rewrites to Laura Vogelgesang.

3. By July 11, each Board member should review and make an initial rewrite of the sections of the Plan, taking into account the committee reports to the extent they are available, as follows: Jim Shock – Fundraising; Alan Taeger – Requirements; Josh Latkin – Community Relations; Laura Vogelgesang – Volunteer Relations.

4. By July 11, Laura Vogelgesang, with Jim Shock's help, will put together a new section for Disaster Planning.

5. Between July 11 and July 18, Laura Vogelgesang will compile the revisions into a new initial draft of a revised plan.

6. On July 25, the agenda of the regular meeting of the District Board will include a revision of the initial draft of the revised plan as a separate agenda item at the end of the meeting; if we do not complete our work on the initial draft of a revised plan then, we will schedule a special meeting.

7. Once an initial draft of a revised plan is approved by the Board, it will be circulated to the Planning Group (the District Board, the Department, the Auxiliary, and the ALERT organizing committee) and a meeting for discussion will probably be scheduled.

**6. Adjournment:** at 8:05 p.m.

Laura J. Vogelgesang, Secretary