



LITTLE LAKE FIRE PROTECTION DISTRICT



74 E Commercial Street
Willits, California 95490
(707)459-6271

MINUTES

April 8th, 2025

- OPENING:** Tony Madrigal called the regular meeting of the Little Lake Fire Protection District Board of Directors to order at 5:02 PM.
- ROLL CALL:** Tony Madrigal, Arnie Mello, Nancy Stipe, Tom Herman and Skip Lucier
- MINUTES:** Approved by Arnie Mello 1st, Tom Herman 2nd.
- TREASURER'S REPORT:** Motion to accept the Treasurer's Report: Nancy Stipe 1st; Skip Lucier 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** NONE
- OLD BUSINESS:** **BOARD WORKSHOP AGENDA IDEAS:**
Michelle Schnitzius informed the board transfers to reserves will be implemented in the new budget season.
- NEW POSITIONS:** Chief Alvarez reported staff is working on shifts for engineer coverage. A and B shift will be offered. A shift will be a 12 hour shift and B shift will be a 24 hour shift. B shift will require use of dorms at the fire station and A shift can respond from home. Both shifts will commit to an engine which will give CPT Harry So time to shadow a duty officer for future coverage.
- SCBA PURCHASE:** SCBAs are all cataloged and put on engines. Deputy Chief Thomen is currently working with Empire SCBA for the purchase of our old valves from our expired SCBAs.



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NEW BUSINESS: **STIPEND PROGRAM:** Chief Alvarez is looking into increasing the stipend program for volunteer firefighters to encourage response. Motion to accept an increase in the stipend: Tom Herman 1st; Arnie Mello 2nd.

LITTLE LAKE FIRE REPORT: Michelle Schnitzius informed the board she would like to start working on an annual report for the fire department to publish on the website. This report will educate the community about their fire department. Michelle asked if the board had any suggestions.

BILLS: Motion to pay bills: Tom Herman 1st; Arnie Mello 2nd.

TRAINING REPORT: Captain So reported that the last EMT reviewed childbirth, and on April 1st, the S190 wildland series started. This is a required series for the red card which will allow firefighters to respond on a strike team. There will be a PAC Test on 4/22/25, and a pumping class in May. Captain So has also been developing task books to keep firefighters engaged and educate on what they will need to do to become an engineer.

FIREFIGHTERS' ASSOC. REPORT: Captain Aaron Branscomb announced there will be a Memorial Day Car show hosted by the Chamber of Commerce. The firefighters' association was unable to get enough volunteers to host a water fight due to many being out of town for the weekend. Four standby EMT spots have been filled for the 4th of July festivities, and there were enough volunteers in town that weekend for the water fights.

CHIEFS REPORT: Chief Alvarez informed the board that he has contacted a third-party plan review company, Interwest, to assist with a plan review for Northern Aggregates. Tom Herman has been helping with the paperwork. The last two hotels will be inspected this week. There have been two structure fires



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and three fatalities unrelated to the structure fires. Chief Alvarez informed the board that Captain SO, Michelle Schnitzius, and himself attended the Board of Supervisors meeting recently, where they discussed the allocation and possible discontinuation of Prop 172. More information will follow. Engine 5482 is still for sale on GovDeals.com. On April 12th, REACH will land on the soccer fields for the opening day of baseball. Captain So is currently shadowing for duty coverage to assist Deputy Chief Thomen and Chief Alvarez with coverage. Currently, Deputy Chief Thomen and Chief Alvarez are on a 7-day rotation as we are shorthanded. Chief Alvarez informed the board that 2-3 firefighters are close to completing the engineer program.

The meeting adjourned at 5:43 PM.

Tony Madrigal

Tony Madrigal, Chairman

Michelle Schnitzius

Michelle Schnitzius, Secretary

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