



LITTLE LAKE FIRE PROTECTION DISTRICT

1575 Baechtel Rd. Willits, California 95490
(707)459-6271

Chris Wilkes
Fire Chief

MINUTES December 8th, 2020

- OPENING:** The regular meeting of the Little Lake Fire Protection District Board of Directors was called to order by Tony Madrigal at 5:07PM.
- ROLL CALL:** Present: Tony Madrigal, Skip Lucier, Nancy Stipe, Arnie Mello, and Tom Herman
- MINUTES:** Motion to accept the meeting minutes: Skip Lucier 1st; Nancy Stipe 2nd.
- TREASURER'S REPORT:** Chief Wilkes reviewed the Treasurers Report. Chief Wilkes reported we have not been reimbursed for strike team deployment this year, therefore Appendix B has not changed in revenue. Staff is hoping reimbursement checks will come in soon. The district cannot pay out any further strike team until we receive reimbursements. Chief Wilkes informed the board many departments are in this position and have yet to be paid as well. Motion to accept the Treasurers Report: Nancy Stipe 1st; Arnie Mello 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** None
- OLD BUSINESS:**
- FIREHOUSE:** Chief Wilkes reported the steel is finally going up at the firehouse. Currently they are working on getting rock base to help with the storm and water drainage. There have been generator change orders and a structural change order for a missing door.
- NEW ENGINE E5469:** Chief Wilkes reported the staff has sent a purchase order to BME and we were able to lock in the lower rate and avoided the 3% state cost increase in January. Staff will be working with BME on the purchase agreement as well as USDA for a grant.



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NEW BUSINESS: **ISO AUDIT:** Chief Wilkes recently received our Insurance Service Organization (ISO) packet. The last time staff had to complete an ISO packet was in 2015. This packet is very involved as it includes training hours, public outreach, equipment information, dispatch, water, hydrant flows, mapping, and fire investigation. Our current ISO rating is a 3 or 3Y depending on where you live, which is great a rating for property insurance. This rating is the best a volunteer fire department can obtain. The information needed from ISO will be due February 20th, 2021, so the staff will be working nonstop to complete it. Nancy Stipe inquired if we thought there was an issue with the firehouse currently torn down, but Chief Wilkes stated it should not affect the ISO rating. Tony Madrigal asked if this rating affects homeowners insurance. Chief Wilkes noted this is how insurance rates properties, therefore essential to be accurate.

BILLS: Motion to pay bills: Nancy Stipe 1st; Skip Lucier 2nd.

TRAINING REPORT: Training Chief Eric Alvarez reported the last drill was a boom operation on Engine 5480 and Engine 5430. The year's final drill will be jeopardy, which is a fun way to end the year. Training Chief Alvarez will be offering a CPR/first aid refresher course in January. Willits Police Department has recently contacted Training Chief Alvarez regarding Narcan training, CPR, first aid, and the AED. Training Chief Alvarez will work with the Police Department to set up those training dates. The next public service training will be extinguisher training at the casino.

FIREFIGHTERS' ASSOC. REPORT: Association president Aaron Branscomb informed the board the association partnered with Willits Police Department and handed out 40 Thanksgiving dinners at the Police Department. The toy run had a great turnout, with the engineers bringing their own families on the engines. We were able to staff 4 families on 4 engines. The staff is still working on the bell. Aaron invited the board to stop by and look at the bell.



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CHIEF'S REPORT: Chief Wilkes reported that Jim Lance from the City of Willits is still reviewing the Nexus Study. The staff appreciates his time with this process. The City of Willits will need to adopt an Ordinance to collect the fees for our Nexus Study. As far as Mendocino County, we are still waiting to hear when the county can add us to their agenda. Chief Wilkes announced to the board as of January 1st, 2021, Howard Forest will be our dispatch. Having one dispatch will be easier on our firefighters versus calling in twice on the radio to different dispatching agencies. The staff will use the City of Willits dispatch when needed. Chief Wilkes informed the board that Caltrans is still working on the first responder sign at the top of the K-Rail at mile marker 40.5. First responders' safety needs to be a high priority as one of the most deadly parts of the scene is traffic safety. The year's call volume was 698, which was down from the previous year due to COVID and less traffic. There were a few emotionally difficult calls for our firefighters recently. There was a fatal accident right after the Toy Run, and a woman was drug under a vehicle with significant injuries. The Hydraulic tools worked great as they quickly lifted the car off of the patient. Chief Wilkes thanked the board for the purchase of the tools.

Suspend regular meeting to Closed Session: 5:42PM
Report out of closed session: 6:20PM
Regular meeting adjourned: 6:22 PM

Tony Madrigal, President

Michelle Schnitzius, Secretary/Treasurer

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Report out of closed: Personnel matter