



LITTLE LAKE FIRE PROTECTION DISTRICT



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

MINUTES

March 11th, 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.
Absent: Skip Lucier
- MINUTES:** Approved by Nancy Stipe 1st; Arnie Mello 2nd.
Board Workshop Minutes: Arnie Mello 1st; Tom Herman 2nd.
- TREASURER'S REPORT:** Motion to accept the Treasurer's Report: Tom Herman 1st; Arnie Mello 2nd.
- CORRESPONDENCE/PUBLIC COMMENTS:** Michelle Schnitzius informed the board a letter and quilt were received. The letter was from a quilters group called "Quilt Culture" and they were quilting for firefighters as a thank you for their dedication. The quilt is very much appreciated.
- PUBLIC COMMENT:** Emily Tecchio, Mendocino County Association Fire Departments, introduced herself to the board and updated the board the meetings for MCAFD have been reinstated on the 2nd WED of every month at 10AM for board and district members to attend. Emily's goal is to meet with each district to get to know their needs, so she can advocate effectively at the county level.
- SUSPEND 5:22 PM** Matt Keizer from Ukiah Valley Fire reviewed Resolution 2025-1 of the updated fee schedule with the board for approval. Resolution 2025-1 will be effective immediately after the board approval. There were minimal changes to the document. Motion to accept Resolution 2025-1; Tom Herman 1st, Arnie Mello 2nd.



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METING RESUMED 5:26 PM

OLD BUSINESS: **BOARD WORKSHOP AGENDA IDEAS:**
Staff is working on what will be needed to move forward for the 5-year plan.

TURNOUTS: Chief Alvarez informed the board that the five sets of turnouts have been sized and purchased. Arnie Mello asked if they were the lighter of the turnouts, and Chief Alvarez replied, "Yes." Chief Alvarez also stated that, although they were sized, the sizes are basic.

SCBA PURCHASE: SCBAs have arrived, and Deputy Chief Thomen has been diligently documenting and getting them ready for the engines. Chief Alvarez explained the SCBA bottles expire after 10 years and need to be replaced, which is costly.

RESOLUTION 202-1: See suspended meeting above.

NEW BUSINESS: **FORM 700:** Michelle Schntizius informed the board that Form 700's are due in April to the county.

NEW POSITIONS: Chief Alvarez is looking into a stipend program until July prior to hiring a new FF/Engineer. Staff is currently working on different shift options to see what will work better with the department. The issues are getting engineers for responses and staff is hoping the stipend program will alleviate that issue. Staff is going to work with Captain So towards a duty position. Having a stipend program with hopes of an engineer will free up time for Captain So to shadow. Tom Herman asked how many candidates does staff think would be interested in the stipend program. Chief Alvarez is hoping at least 4 depending on work schedules. Chief Alvarez also stated this position will help when staff is out on a strike team.

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



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TRAINING REPORT: Captain So reported that 658 hours of group training have been met so far this year. Chief Alvarez just attended a leadership class, and Captain So is currently in the process of completing the Inspector 1 A, B, and C series. March 5th EMT class reviewed spinal cord injuries. On April 2nd, childbirth emergencies will be reviewed. Red card certification will be coming up on the next drills. On March 25th the 3 mile pack test will be held for certification.

FIREFIGHTERS' ASSOC. REPORT: Captain So explained the stipend program for the volunteers to the board. Currently, the stipend program is \$2.00 for sign-ins and an extra \$3.00 for engine sign-ins that are paid in December. Captain So will revisit the calculations and will bring it back to the board for approval.

CHIEF'S REPORT: Chief Alvarez attended the Portland Leadership Class. Chief Alvarez had a lot of take away and networked with other entities. Staff recently toured the new CCC facility. Chief Alvarez was impressed. Chief Alvarez is wrapping up the hotels/motels state mandated inspections with the help of staff. Deputy Chief Thomen is departing on a strike team in Lake County tonight. Tony Madrigal thanked staff for their hard work.

The meeting adjourned at 6:20 PM.

Tony Madrigal

Tony Madrigal, Chairman

Michelle Schnitzius

Michelle Schnitzius, Secretary

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