



**Humboldt Bay Fire Joint Powers Authority  
Board of Directors Regular Meeting Minutes**

Jo Wattle - Chair , Austin Allison - Vice Chair, Kim Bergel – Secretary, Mickey Hulstrom - Director  
3030 L Street Eureka, CA 95501

**March 11, 2020**

4:00 PM Rob Bode Classroom  
(Humboldt Bay Fire Training Classroom)

1. **Call to Order** The meeting was called to order at 4:01 pm.
2. **Pledge of Allegiance**
3. **Attendance Present: Directors Wattle, Bergel, Allison & Hulstrom. Fire Chief Robertson. Deputy Chief Reynolds. Clerk Harris.**
4. **Approval of the Agenda**  
Motion was made, seconded (Allison, Bergel) and passed unanimously to approve the agenda.
5. **Consent Calendar**
  - A. Meeting Minutes
    - i Regular Meeting January 28, 2020
    - ii Budget Committee Meeting February 12, 2020

Motion was made, seconded (Allison, Bergel) and passed unanimously to approve the consent calendar.

6. **Public Comment**
  - A. **Public Comment** This is the time for members of the public who wish to be heard on matters that do not appear on the Agenda. Each speaker is limited to three (3) minutes. Such time allotment or portion thereof shall not be transferred to other speakers. Pursuant to the Brown Act, the Board may not take action on an item that does not appear on the Agenda.

No one from the public spoke

7. **Fire Chief Communications**
  - A. Introduction Eureka City Manager Dean Lotter
  - B. Director Hendricks Resignation
  - C. Evaluations
  - D. Department Awards Dinner 4.11.2020
  - E. BC Truck
  - F. Capital Improvement Projects

## 8. Board of Director Reports/Announcements

None

## 9. Committee Reports, Discussion and Action, If Any

- A. Budget Committee: Director Vacant & Bergel
- B. Personnel Committee: Directors Wattle & Allison
- C. PACE: Allison & Wattle
- D. Steering: Wattle & Bergel

## 10. New Business

- A. **Mid Year Budget FY 2019-2020** The Board is requested to review and approve the adjustments to the FY 19-20 Budget.

Motion was made, seconded (Hulstrom/Allison) and passed unanimously with a roll call vote to approve the amendments to the 2019-2020 Budget.

Ayes: Wattle, Bergel, Allison, Hulstrom

Nos: None

Absent: None

- B. **Deputy Chief Step Increase** The Board is requested to approve a 5% salary step increase within the salary range for the Deputy Fire Chief based upon Fire Chief recommendation, appraisal rating from his annual review, and time in position qualifying for step increase. The Deputy Fire Chief is currently at Step 3, Range MM1.

Motion was made, seconded (Bergel, Allison) and passed unanimously to approve the step increase for Deputy Chief Reynolds.

- C. **Contract with HazMAT JPA for Administrative Services** The Board is requested to review and approve the Administrative Services Agreement with the HazMat JPA.

Motion was made, seconded (Bergel, Hulstrom) and passed unanimously to approve the contract with HazMat JPA for Administrative Services.

- D. **2020 Cost Allocation** The Board is requested to approve the 2020 Cost Allocation Percentage for FY 2020-2021

Motion was made, seconded (Allison/Hulstrom) and passed unanimously to approve the cost allocation in the amount of 66% City of Eureka and 34% Humboldt No. 1 Fire Protection District.

- E. **Tri Counties Banking Updates** The Board is requested to approve account signers and treasurer for the JPA Tri Counties Banking accounts.

Motion was made, seconded (Allison/Bergel) and passed unanimously to approve Sean Robertson, William Reynolds and Chris Emmons as the signers for Humboldt Bay Fire's Tri Counties Bank accounts and to approve Jenna Harris as the Treasurer of the same accounts.

- F. **Resolution 2020-03** The Board is requested to approve Resolution 2020-03 memorializing the officers for Humboldt Bay Fire JPA Board of Directors.

Motion was made, seconded (Allison/Hulstrom) and passed unanimously with a roll call vote to approve Resolution 2020-03 memorializing the officers of Humboldt Bay Fire JPA Board of Directors as the following, Chair Director Wattle, Vice Chair Director Allison, and Secretary Director Bergel.

Ayes: Wattle, Bergel, Allison, Hulstrom

Nos: None

Absent: None

- G. **Board Committees** The Chair is requested to update and appoint board committees due to the vacancy of Kathi Hendricks.

Chair Wattle appointed Director Hulstrom to the Budget Committee.

- H. **Resolution 2020-04** The Board is requested to approve Resolution 2020-04 commending Kathi Hendricks.

Motion was made, seconded (Hulstrom/Bergel) and passed unanimously with a roll call vote to approve Resolution 2020-04 commending Kathi Hendricks for her service to Humboldt Bay Fire JPA.

Ayes: Wattle, Bergel, Allison, Hulstrom

Nos: None

Absent: None

- I. **Rejection of Claim** The Board is requested to reject the claim in its entirety for an accident involving the Pierce Tiller on February 24, 2020.

Motion was made, seconded (Allison/Bergel) and passed unanimously to reject the claim in its entirety for the accident involving the Tiller on February 24, 2020.

- J. **Eureka Payments** The Board is requested to approve Sean Robertson as the signer for the Eureka Payments West American account.

Motion was made, seconded (Allison/Bergel) and passed unanimously to approve Sean Robertson as the signer for the Eureka Payments West American bank account.

**11. Other Business**

**12. Announcement of Next Regular Meeting: April 8, 2020.**

**13. Adjournment** **The meeting adjourned at 4:27**

**Clerk's Statement:** I hereby certify that I am the recording clerk of the Humboldt Bay Fire Joint Powers Authority and that the foregoing is a full, true and correct copy of the minutes passed by the governing Board of the JPA at the regular meeting of the Board of Directors held on the 11<sup>th</sup> day of March, 2020 at 4:00 p.m.

*Jenna Harris, Clerk*