



Humboldt Bay Fire Joint Powers Authority Board of Directors Special Meeting Minutes

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

September 18, 2019

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

1. **Call to Order** **The meeting was called to order at 4:00pm.**
2. **Pledge of Allegiance**
3. **Attendance** **Present: Directors Allison, Bergel, Hendricks & Wattle. 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. Approve Minutes : August 14, August 26
 - B. August Financials**Motion was made, seconded (Hendricks/Bergel) and passed unanimously to approve the agenda.**
6. **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.

Fire Captain/Local 652 President Goodman introduced to the Board that the Union would be presenting at each meeting.
Captain Kalman spoke about a field save his crew had during a call.
7. **Fire Chief Communications**
 - A. CalPERS Audit update
 - B. FF Recruitment
 - C. New Engines
 - D. Strike Team
 - E. 9/11 Memorial 5k & Sacramento Stair Climb
 - F. Carriage Car Wash Donated to the Department
8. **Board of Director Reports/Announcements**
None

9. Committee Reports, Discussion and Action, If Any

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

10. Old Business

- A. **Financial Audits** The board is requested to review and receive financial audits.

Motion was made, seconded (Hendricks/Bergel) and passed unanimously to approve the financial audits.

- B. **Surplus Designation** The Board is requested to apportion reserve funds according to the recommendation of staff and the Finance Director

Motion was made, seconded (Allison/Hendricks) and passed unanimously to approve the apportion reserve funds according to the recommendation of staff and directed staff to create specific language to add to the JPA Agreement.

- C. **PARS Pension Liability** The Board is requested to approve funding of the JPA's PARS Pension Liability.

Motion was made, seconded (Hendricks/Bergel) and passed unanimously to approve the funding of the JPA's PARS Pension Liability in the amount of \$10,000.

11. Closed Session

A. Personnel Review

Pursuant to Government Code §54957 (b) (1) Fire Chief: Review Public Employees Performance Evaluation, Discipline or Dismissal.

No report following closed session is required pursuant to §54957.1 (5) if no final action is taken. The Chair will report on any action taken in closed session.

Open Session Closed 4:37pm

Closed Session Opened: 4:38pm

Closed Session Closed 4:56pm

Open Session reopened at 4:57pm with a report of no action taken.

12. New Business

- a. **CalPERS 2 year service credit** Provide notice of intent to adopt a Resolution granting two years CalPERS service credit to two employees as an early retirement incentive, including disclosure of employer costs to provide this benefit.

Motion was made, seconded (Hendricks/Allison) and passed unanimously to provide notice of intent to adopt a Resolution granting two years CalPERS service credit.

- A. Fire Chief Step Increase** The Board will be asked to consider authorizing a pay increase for Fire Chief Sean Robertson based upon the evaluation presented to him during closed session.

Motion was made, seconded (Bergel/Hendricks) and passed unanimously to approve a 5% step increase for Fire Chief Sean Robertson based upon the evaluation presented during closed session.

13. Other Business None

14. Announcement of Next Regular Meeting: October 9, 2019

15. Adjournment Meeting adjourned at 5:01pm.

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 September 18, 2019 at 4:00 p.m.

Jenna Harris, Clerk