

# Humboldt Bay Fire Joint Powers Authority

## Board of Directors Regular Meeting Minutes

Kim Bergel, Chair – Jo Ann Gath, Vice Chair – Austin Allison, Secretary- Kathi Hendricks, Director

3030 L Street Eureka, CA 95501

**March 14, 2018**

3:45 PM Humboldt Bay Fire Training Classroom

1. Call to Order **The meeting was called to order at 3:47 pm.**
2. Pledge of Allegiance *draft*
3. Attendance **Present: Directors Hendricks, Gath, Bergel, Allison (3:50). Deputy Chief Reynolds. Clerk Harris.**
4. Approval of the Agenda  
**Motion was made, seconded (Gath/Hendricks) and passed unanimously to approve the agenda.**
5. Consent Calendar
  - A. Approve Minutes: February 14, 2018  
February 27, 2018
  - B. Budget – Receive February 2018  
**Motion was made, seconded (Hendricks/Gath) and passed unanimously to approve the consent calendar.**
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.*
7. **Fire Chief Announcements and/or Reports**
  - A. Fire Chief Recruitment
  - B. Firefighter Recruitment
  - C. Website
  - D. Security Upgrade at Station 1
  - E. Workers Comp.
8. **Board of Director Reports/Announcements**
  - A. **Bergel: Ride Along, Perilous Plunge**
9. **Committee Reports, Discussion and Action, If Any**
  - A. Budget Committee: Director Hendricks & Bergel
  - B. Personnel Committee: Directors Hendricks & Allison See below.
10. **New Business**
  - A. **Community Risk Reduction Specialist** The board is requested to review and approve the position of Community Risk Reduction Specialist Job Description and Resolution 2018-1 establishing Class and Pay Schedule.

**Motion was made, seconded (Gath/Allison) and passed unanimously with a roll call vote to approve Resolution 2018-1 Establishing Class and Pay and Supplemental Compensation and Benefits for Community Risk Reduction Specialist.**

**Ayes: Bergel, Gath, Allison, Hendricks**

- B. **Executive Secretary Annual Review** The Board is requested to approve a 5% salary step increase within the salary range for the Executive Secretary based upon staff recommendation.

**Motion was made, seconded (Hendricks/Gath) and passed unanimously to approve a 5% salary step increase for the Executive Secretary.**

**11. Announcement of Next Regular Meeting: April 11, 2018.**

**12. Closed Session Closed session was opened at 4:22 pm.**

- A. Regarding Unrepresented Executive employees contracts pursuant to California Government Code §54957.6

- B. Regarding Local 652 pursuant to California Government Code Section 54957.6

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

**Closed session was closed at 5:34 with a report of no action taken.**

**13. Adjournment The meeting was adjourned at 5:35pm.**

**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 14th of March 2018 at 3:45 p.m.

*Jenna Harris, Clerk*