

# 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

533 C Street Eureka, CA 95501

January 10, 2018

3:45 PM Humboldt Bay Fire Conference Room

1. Call to Order **The meeting was called to order at 3:56pm.**
2. Pledge of Allegiance
3. Attendance **Present: Directors: Allison, Bergel, Gath & Wattle. Interim Chief Reynolds. Clerk Harris. Absent: Director Hendricks**
4. Approval of the Agenda  
**Motion was made, seconded (Allison/Gath) and passed unanimously to approve the agenda.**
5. **Consent Calendar**
  - A. Approve Minutes: December 13, 2017
  - B. Budget - Receive December 2017**Motion was made, seconded (Gath/Allison) and passed unanimously to approve the consent calendar.**
6. Ceremony
  - A. Swearing in of Captain Ben Miller
7. **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.**
8. **Fire Chief Announcements and/or Reports**
  - A. **Arcata Contract: Interim Chief Reynolds notified the Board that we will need to terminate our contract with Arcata Fire District due to the retirement of our Prevention Staff. Staff will bring the contract to the Board in February.**
9. **Board Reports**
  - A. **Director Allison: Director Allison requested to change Chief Reynolds title from Acting Fire Chief to Interim Fire Chief. The Board unanimously agreed to make the change.**
  - B. **Director Gath: Had nothing to report.**
  - C. **Director Bergel: Director Bergel requested the following to be addressed/added to the next agenda.**
    1. **Update on the financial Audit**
    2. **A plan on how the department will proceed with the Prevention program with the retirement of recent employees.**
    3. **Review and renewal of the Battalion Chief contracts****Director Bergel also requested that communications with staff including, command staff meetings, platoon meetings and Captain Meetings continue and improve. There was also concern regarding recognition for Ed Laidlaw's retirement, Interim Chief Reynolds addressed the concern, communicating to the Board that the Department as well as the City of Eureka offered to do something but were both declined by Laidlaw himself.**

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

- A. Budget Committee: Director Gath & Bergel **None**
- B. Personnel Committee: Directors Hendricks & Allison **The discussion took place during item 11A.**

## 11. Old Business

- A. **Fire Chief Vacancy** The Board will listen to the recommendation presented by the personnel committee, and further discuss the process of filling the vacancy of Fire Chief.

**Motion was made, seconded (Wattle/Allison) and passed unanimously to approve option 2, an open recruitment for Fire Chief with the process to be conducted internally. Staff will report back to the Board in February with a detailed plan to present to the Board for final adjustments and potential approval.**

## 12. New Business

- A. **2018 Board of Director Meeting Location.** The Board is requested to discuss the location of 2018 Board Meetings.

**Motion was made, seconded (Gath/Wattle) and passed unanimously to approve the location of Board meetings to be moved to 3030 L Street (HBF Training Classroom) for 2018.**

- B. **PARS Pension Liability Presentation.** Mitch Barker will give a presentation on PARS Pension Liability and the Board is requested to give staff direction on how to proceed.

**After hearing the presentation, the Board requested to table item 12B until next meeting in order to have time to process the information.**

## 13. Announcement of Next Regular Meeting: February 14, 2018.

## 14. Adjournment **The meeting was adjourned at 5:16pm.**

**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 10th of January 2018 at 3:45 p.m.

*Jenna Harris, Clerk*