

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

Jo Ann Gath, Chair - Melinda Ciarabellini, Vice Chair - Kim Bergel, Secretary- Ed DeWald, Director

533 C Street Eureka, CA 95501

**September 14, 2016**

1:30 PM Humboldt Bay Fire Conference Room

Draft

**I. Call to Order**

**The meeting was called to order at 1:30 p.m.**

**II. Pledge of Allegiance**

**III. Attendance**

**Present: Directors Ciarabellini, Gath, Bergel & DeWald. Chief Gillespie. Deputy Chief Reynolds. Finance Director Howard. Battalion Chiefs Laidlaw & Emmons. Clerk Harris**

**IV. Approval of the Agenda**

**Motion was made, seconded (Bergel/Ciarabellini) and passed unanimously to approve the agenda.**

**V. Consent Calendar**

A. Approve Minutes: August 18, 2016 Board Meeting

B. Monthly Financial Reports-Receive and Approve for August 2016

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

**VI. 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 members of the public spoke.**

**VII. Fire Chief Announcements and/or Reports**

A. Thank You

B. Donation from Carriage Carwash

**VIII. Ceremony**

A. Battalion Chief Emmons EFOP Certificate

**IX. Committee Reports, Discussion and Action, If Any**

A. Budget Committee: Directors Ciarabellini & DeWald **None**

B. Personnel Committee: Directors Gath & Bergel **None**

**X. New Business**

A. **Fire Code.** The Board is requested to waive reading, read by title only and introduce Ordinance 01, an ordinance adopting the 2016 California Fire Code, Title 24, Part 9, Based upon the 2015 International Fire Code; and to set a public hearing a minimum of 30 days after the date of introduction for public comment and adoption.

**Motion was made, seconded (Bergel/DeWald) and passed unanimously to approve the Ordinance 01 approving the 2016 California Fire Code, Title 24, Part 9 based upon the 2015 International Fire Code and set a public hearing for 1:30p.m on October 19, 2016.**

B. **Administrative Assistant Step Increase.** The board is requested to approve a salary step increase for the Administrative Assistant based upon her appraisal rating from her annual review.

**Motion was made, seconded (DeWald/Ciarabellini) and passed unanimously to approve the salary step increase for the Administrative Assistant.**

**XI. Closed Session**

**A. Labor Negotiations**

Pursuant To Government Code §54957.6 (a)

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.

**B. Personnel**

Pursuant to Government Code §54957 (b) (1)

Personnel: 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.

**Chair Gath closed the open meeting at 1:56 and went into closed session to discuss Labor Negotiations pursuant to §54957.6 (a) and Personnel pursuant to Government Code § 54957 (b) (1). The Board returned to open session at 3:18 as required by GC §54957 Chair Gath reported no action was taken.**

**XII. Announcement of Next Regular Meeting:**

**The next meeting is scheduled for October 19, 1:30 p.m.**

**XIII. Adjournment**

**The meeting was adjourned at 3:20 p.m.**