

# Humboldt Bay Fire Joint Powers Authority

## Board of Directors Special Minutes

Jo Ann Gath, Chair - Ed DeWald, Vice Chair – Kim Bergel, Secretary- Austin Allison, Director

533 C Street Eureka, CA 95501

**September 20, 2017**

4:15 pm Humboldt Bay Fire Conference Room

1. Call to Order **The meeting was called to order at 4:15 p.m.**
2. Pledge of Allegiance
3. Attendance **Present: Directors Hendricks, Gath, Allison and Bergel (4:16). Fire Chief Gillespie. Deputy Chief Reynolds. Clerk Harris. Absent: Director DeWald.**
4. Approval of the Agenda

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

5. Consent Calendar
  - A. Budget & Financials: Receive and Approve August 2017
  - B. Minutes: August 9<sup>th</sup> & September 6<sup>th</sup>

**Motion was made, seconded (Allison/Hendricks) and passed unanimously to approve the Consent Calendar.**

6. Public Comment

*Members of the audience may address the Board. Please give your name and address, and observe a time limit of five minutes. Any matter newly introduced may become an agenda item for action at the next Board meeting.*
7. Committee Reports, Discussion and Action, If Any
  - A. Budget Committee: Directors DeWald & Allison **None**
  - B. Personnel Committee: Directors Gath & Bergel **None**
8. Communications
  - A. COE IT presentation
  - B. COE study session of HBF
9. New Business

- A. **Motor Vehicle Incident Recovery Billing &Collection Services and Resolution 2017-2** The Board is requested to review and approve a vendor to provide motor vehicle incident cost recovery billing for HBF and to pass Resolution 2017-2 establishing and implementing a cost recovery program to charge mitigation rates.

**Motion was made, seconded (Hendricks/Allison) and passed unanimously with a roll call vote to approve Fire Recovery USA as the vendor to provide motor vehicle incident cost recovery billing, and passed Resolution 2017-2 Establishing and Implementing a Cost Recovery Program to charge Mitigation Rates with the caveat of removing "In some circumstances, the responsible party(s) will be billed directly". With a review date added of one year from the effective date.**

**Roll Call:**

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

**No: None**

**Absent: DeWald**

- B. **Amendment to 2017-2018 Fee Schedule.** The Board is requested to review and approve the proposed amendments to the 2017-2018 Fee Schedule.

Motion was made, seconded (Allison/Bergel) and passed unanimously to approve the proposed amendment for 2017-2018 Fee Schedule.

- C. **Resolution 2017-3 Memorializing Commitment to Hold Management Wage Scale.** The Board is requested to review and approve Resolution 2017-3.

Motion was made, seconded (Allison/Hendricks) and passed unanimously with a Roll Call vote to approve Resolution 2017-3 Memorializing Commitment to Hold Management Wage Scale with the caveat that the wage gap will never exceed 18% more than the top step captain and to reflect Resolution 2017-3 in management's contracts.

Roll Call:

Ayes: Allison, Bergel, Gath, Hendricks

No: None

Absent: DeWald

- D. **General Counsel Legal Services RFP Selection.** The Board is requested to review the RFPs received for General Counsel and to approve a firm.

Motion was made, seconded (Hendricks/Allison) and passed unanimously to approve Lozano Smith as the HBF JPA legal counsel.

- E. **Two Year Service Credit.** The Board is requested to approve Resolution 2017-4 granting a two year service credit for eligible employees.

Motion was made, seconded (Allison/Bergel) and passed unanimously to approve Resolution 2017-4 with a time window of October 1 – December 31 2017.

Roll Call:

Ayes: Allison, Bergel, Gath, Hendricks

No: None

Absent: DeWald

## 10. 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.

Closed session was open at 6:11 and closed at 6:56 with a report of no action taken.

11. Announcement of Next Regular Meeting: The next regular meeting of the Board is scheduled for October 11, 2017 at 4:00pm. The next meeting will be rescheduled due to scheduling conflicts.

12. Adjournment The meeting was adjourned at 6:58.

CLERK'S STATEMENT: I HEREBY CERTIFY THAT I AM THE RECORDING CLERK OF THE HUMBOLDT BAY FIRE JPA and that the foregoing is a full, true and correct copy of the minutes passed by the governing Board of the District at the Regular Meeting of the Board of Directors held on the 20th day of September 2017 at 4:15 p.m.

Jenna Harris, Clerk