

**Humboldt Bay Fire Joint Powers Authority**  
**Board of Directors Special Meeting- Personnel Committee Minutes**

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

3030 L Street Eureka, CA 95501

**February 27, 2018**

3:30 pm Humboldt Bay Fire Training Classroom

*Draft*

**I. Call to Order** **The meeting was called to order at 3:41pm.**

**II. Attendance Directors: Allison, Hendricks, Wattle. Deputy Chief Reynolds. Clerk Harris.**

**III. 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.*

**None**

**IV. New Business – Report, Discussion and/or Action**

- A. **Fire Prevention.** The Personnel Committee will listen to a report from staff and discuss the process of filling the Fire Marshal position, as well as other aspects of the prevention bureau. The Board will then be asked to make a recommendation to take to the full board.

**The Personnel Committee agreed to take the presented CRR job description back to the full board for approval.**

**V. Other Business**

*Other business as necessary so that Humboldt Bay Fire can perform its functions as authorized by law and which has arisen within seventy two (72) hours prior to this meeting, and may be considered under the Brown Act.*

**None**

**VI. Announcement of Next Regular Meeting:** The next regular meeting of the Board is scheduled for March 14, 2018.

**VII. Adjournment** **The meeting was adjourned at 3:59.**

**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 27th of February 2018 at 3:30 p.m.

*Jenna Harris, Clerk*