



**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
November 14, 2023 at 7:00 pm
*Director Peterson will be participating telephonically or by Zoom and her location is
33 Green Valley Dr, Jumping Branch, WV
Her phone number is (707) 360-5857***

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Corrections and/or Modifications to the Agenda
5. **PUBLIC COMMENT:** *The Board of Directors welcomes participation in Board meetings. Matters under the jurisdiction of the Board that are not posted on the agenda may be addressed by the general public. This opportunity for comment is provided by the Ralph M. Brown Open Meeting Act. However, California Law prohibits the Board from acting on any matter which is not on the posted agenda unless the Board determines that it is an emergency or other situation specified in Government Code Section 54950 et seq. Public comment is limited to three (3) minutes per individual.*
6. **CONSENT CALENDAR:** *Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes. – Action Item*
 - a. Draft Board Meeting Minutes – October 10, 2023
 - b. Draft Board Meeting Minutes – October 17, 2023
 - c. Report Upon Return from Closed Session for October 10, 2023, Board Meeting
 - d. Financial Reports – October 2023
7. Old Business
 - a. Graton Fire MOU Holiday Pay Language Update – Action Item
8. New Business
9. Committee Report
 - a. Apparatus Committee

ADA Compliance

In compliance with Government Code 54954.2(a), the Graton Fire Department, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by the section 202 of the American Disabilities Acts of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Board Recording Secretary, at (707) 823-8400 x107, 72 hours or more prior to the disability accommodations being needed in order to participate in the meeting.

b. Sebastopol Fire Cooperation – Appoint Members

10. Purchase Requests – Action Item

- a. SCBA Masks
- b. Water Treatment

11. Correspondence

12. Fire Chief's Report

- a. Roster, Alarms, and Drills

13. Future Agenda Items: Board members may raise issues for the next board meeting that need attention. Board members may also recommend that future agenda items be considered at a board special meeting.

14. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Authorized pursuant to Government Code Section 54956.9(d)(1))
Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
Sonoma County Superior Court, Case No. SCV-269950
- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Authorized pursuant to Government Code Section 54956.9(d)(1))
Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
California Department of Industrial Relations, Case Number WC-CM-870615
- c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Authorized pursuant to Government Code Section 54956.9(d)(2))
(2 Matters)

15. Return to Open Session - Report Upon Return from Closed Session.

16. Adjournment – Next Meeting: December 12, 2023

Certification

I, Tiffanie Herring, Recording Secretary to the Board for the Graton Fire Protection District, do hereby declare that the foregoing agenda for November 14, 2023 Regular Meeting of the Board of Directors of the Graton Fire Protection District was posted on the door outside the District Headquarters by Saturday, November 11, 2023. In compliance with Government Code Section 54957.5. Any non-exempt writing or documents provided to a majority of the Board of Directors regarding any item on this agenda are available during normal business hours for public inspection at the Fire District headquarters office, located at 3750 Gravenstein Hwy N, Sebastopol, CA 95472. This agenda is also available on the District website www.gratonfire.com



Tiffanie Herring, Recording Secretary

Dated: November 11, 2023

ADA Compliance

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CONSENT CALENDAR



**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
October 10, 2023**

1. Call to Order: 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Maddocks, Fisher, Hebel, Peterson (via Zoom). Also Present: District Counsel Representative Bill Ross, Chief Skikos.
4. Corrections and/or Modifications to the Agenda: None.
5. PUBLIC COMMENT: None
6. CONSENT CALENDAR: Motion by Hebel to approve Consent Calendar as presented, 2nd by Fisher, passed 4/0/0.
 - a. Draft Board Meeting Minutes – September 12, 2023
 - b. Return Upon Return from Closed Session Report – September 12, 2023
 - c. Financial Reports - September 2023
7. Old Business – None.
8. New Business
 - a. Sonoma County Fire OOU Approval – Motion to approve as presented by Fisher, 2nd by Hebel, passed 4/0/0.
 - b. Graton Fire MOU Holiday Pay Language – tabled for next meeting to have more time to prepare the language.
9. Committee Report: None
10. Purchase Requests:
 - a. Structure PPE – Motion to approve 7 sets of turnouts and 1 pair of structure pants from Curtis not to exceed \$33,000 by Fisher, 2nd by Peterson, passed 4/0/0.
 - b. Structure Boots – Motion to approve 7 pairs of structure boots from Firefighters Safety not to exceed \$5,000 by Fisher, 2nd by Hebel, passed 4/0/0.
 - c. Pagers – Motion to approve 6 Motorola Minitor VI pagers, chargers and warranty from PW services not to exceed \$5,000 by Hebel, 2nd by Peterson, passed 4/0/0.

d. SCBA Masks – Motion to approve 7 SCBA masks from Bauer Compressors not to exceed \$3,000 by Hebel, 2nd by Fisher, passed 4/0/0.

e. Asphalt Sealing and Striping – Motion to approve to contract with Stripe N Seal Coat and restripe asphalt not to exceed \$23,000 by Fisher, 2nd by Hebel, passed 4/0/0.

11. Correspondence: None.

12. Fire Chief's Report: there have been many conversations with City of Sebastopol about a possible consolidation. We will be starting a hiring list for career staff.

a. Roster: Motion to approve to 1 new trainee and remove 2 people from the roster by Fisher, 2nd by Peterson, passed 4/0/0.

b. Alarms: 76

c. Drills: 14

13. Future Agenda Items: None.

14. Closed Session

Entered at 7:25 p.m.

a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Authorized pursuant to Government Code Section 54956.9(d)(1))

Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
Sonoma County Superior Court, Case No. SCV-269950

b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

(Authorized pursuant to Government Code Section 54956.9(d)(1))

Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
California Department of Industrial Relations, Case Number WC-CM-870615

~~c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION~~

(Authorized pursuant to Government Code Section 54956.9(d)(2))

(2 Matters)

Exited at 7:52 p.m.

15. Return to Open Session – Counsel will provide a written report on Closed Sessions.

16. Adjournment: 7:54 p.m.



**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
SPECIAL BOARD MEETING MINUTES
3750 Gravenstein Hwy N, Sebastopol, CA 95472
October 17, 2023 • 7:00 p.m.**

1. Call to Order: 7:00 p.m.
2. Pledge of Allegiance.
3. Roll Call: Maddocks, Hebel, and Peterson. Also Present: Bullard, Schwartz, and Jones.
4. Corrections to Agenda: None.
5. Public Comment: None.
6. Closed Session: Entered: 7:02 p.m. Exited 8:27 p.m.
 - a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Authorized pursuant to Government Code Section 54956.9(d)(1))
Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
California Department of Industrial Relations, Case Number WC-
CM-870615
7. Upon return from closed session, a written report will be provided by counsel.
8. Adjournment: 8:30 p.m.

William D. Ross
David P. Schyarz
Kypros G. Hostetter
Christina M. Bellardo

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
Telephone: (650) 843-8080
www.lawross.com

Los Angeles Office:
P.O. Box 25532
Los Angeles, CA 90025

File No: 19/65

October 12, 2023

VIA E-MAIL

The Honorable Bob Maddocks, President
and Members of the Board of Directors
Graton Fire Protection District
3750 Gravenstein Hwy, N
Sebastopol, CA 95472

Re: Report Upon Return from Closed Session; Regular Meeting of the Graton Fire
Protection District Board of Directors; October 10, 2023

Dear President Maddocks and Members of the Board of Directors:

This communication sets forth reportable action of the Board of Directors ("Board") of the Graton Fire Protection District ("District") consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the District's October 10, 2023 Regular Board Meeting.

After convening in Open Session at 7:00 p.m. and ascertaining that there were no public comments on matters agendized for Closed Session consideration, the Board adjourned to Closed Session at 7:25 p.m., with District Counsel noting that there would be no consideration of Closed Session Agenda Item No. 14.c.

There were three matters agendized for Closed Session consideration.

- 14.a. Conference with Legal Counsel – Existing Litigation
Authorized Pursuant to Government Code Section 54956.9(d)(1)
Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
Sonoma County Superior Court Case No. SCV-269950
- 14.b. Conference with Legal Counsel – Existing Litigation
Authorized Pursuant to Government Code Section 54956.9(d)(1)
Matter: *Sapphire Alvarez v. Graton Fire Protection District*,
California Department of Industrial Relations, Case Number WC-
CM-870615
- 14.c. Conference with Legal Counsel – Anticipated Litigation
Government Code Section 54956.9(d)(2) (2 matters)

The Honorable Bob Maddocks, President
and Members of the Board of Directors
October 12, 2023
Page 2

With respect to Closed Session Agenda Item No. 14.a., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(1).

With respect to Closed Session Agenda Item No. 14.b., although direction was given to District Staff and District Counsel, there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(1).

With respect to Closed Session Agenda item No. 14.c., there was no consideration of the matter.

The Board returned to Open Session at 7:52 p.m. and District Counsel stated that a written report upon return from Closed Session would be prepared consistent with the provisions of Government Code Section 54957.1(b).

This communication should be added for review under the Consent portion of the Agenda of your next Regular or Special Board Meeting.

If there are any questions concerning its content, it may be taken off the Consent Calendar at that time or our office may be contacted in the interim.

Very truly yours,



William D. Ross

WDR:jf

cc: Bill Bullard, District Chief
Tiffanie Herring, Clerk of the Board



GRATON FIRE PROTECTION DISTRICT - OCTOBER 2023 OVERVIEW

DEPOSITS:			
FASIS - DP	\$8,603		10/4/2023
Upstaffing - Winter Storm FEMA	\$81,656		10/24/2023
Total:	\$90,258		10/31/2023
CURRENT ASSETS:			
Summit Operating Account	\$153,392		10/31/2023
Summit ICS Account	\$833,863		10/31/2023
Schwab CD's	\$1,000,000		10/31/2023
Total:	\$1,987,254		10/31/2023
ACCTS. RECEIVABLES:			Billed
COVID FEMA Reimbursement	\$36,650		12/29/2022
Total:	\$36,650		10/31/2023

Graton Fire Protection District
Check Detail
October 2023

Num	Name	Memo	Amount
Debit	ADP	Payroll Fees	113.66
Debit	ADP	Direct Deposits	44,728.49
Debit	ADP	Payroll Taxes	13,243.31
Debit	CalPERS	457b	1,250.00
Debit	CalPERS	Classic	4,225.72
Debit	CalPERS	Pepra	5,584.79
5094	Sebastopol Hardware Center	Building Maintenance	2.06
5095	CalChoice	Health Benefits	4,459.92
5096	Cliff Walker Supply & Maint	Cleaning	726.24
5097	Creams Towing	Towing 2011 Fire Truck	1,119.63
5098	Firefighter First Credit Union	Local 1401 Union Dues	720.00
5099	Law Offices of William D. Ross	Legal Fees	5,812.84
5100	Major Alarm Inc	Annual Inspection	88.50
5101	McKesson Medical - Surgical	Gloves	798.91
5102	North Bay Petroleum	Fuel	136.38
5103	Occupational Health Centers of California	Trainee - Physical	207.00
5104	Opperman & Son Inc	8460 Transmission	1,812.53
5105	REDCOM	Dispatch Agreement 23-24	2,781.76
5106	Sonoma County Junior College	Training	234.46
5107	US Bank - Corporate Payment Systems	Visa	3,512.46
5108	Bauer Compressors	SCBA Masks	2,559.52
5109	Bill Bullard	Reimbursement	3,036.18
5110	Chaz Mathias	Reimbursement Sleeper Shifts	140.00
5111	Choice Builder	Health Benefits	515.12
5112	Emily Fuller	Sleeper & Shift Reimbursement	25.00
5113	George Ristad	Sleeper Reimbursement	290.00
5114	Kristin Lupo	Shift Reimbursement	120.00
5115	Major Alarm Inc	Annual Inspection	420.00
5116	Mathias Bonse	Sleeper Reimbursement	70.00
5117	McKesson Medical - Surgical	Solution	120.73
5118	Moses Castrellon	Sleeper Reimbursement	250.00
5119	Ryan Waner	Reimbursement	35.00
5120	Shelby Buchmann	Shift Reimbursement	120.00
5121	Sonoma County Fire Chief's Association	Membership & Dues 2023 2nd assessment	2,500.00
5122	Tiffanie Herring	SEP 2023	1,440.00
50766	Moses Castrellon	Stipend	455.50
5123	ADTS, Inc.	Rapid Screen Testing x 5	425.00
5124	Aflac	Employee Paid Benefit	568.10
5125	Cal Net ATT	Utilities	198.00
5126	Lexipol, LLC	FY 23/24	3,333.18
5127	North Bay Petroleum	Fuel	2,134.30
5128	Occu-Med, Ltd.	Trainee Exams	545.60
5129	PG&E	Utilities	33.28
5130	Sonoma County Sheriff's Office	Reimbursement	55.41
5131	Standard Insurance Company	LTD	174.00
5132	Stryker Sales, LLC	4 year AED Maintenance	1,584.00
TOTAL			112,706.58

**Graton Fire Protection District
US Bank Credit Card
OCTOBER 2023**

Name	Memo	Category	Amount
Costco	Paper Supplies	6080 · Household Expense	42.59
O'Reilly Auto	Lighting Install	6140 · Equipment Maintenance	26.21
Costco	Canopy Cover	7000 · Tree Farm Expense	171.41
Amazon	Storage Containers	6880 · Small Tools/Instruments	13.01
Ace Hardware	Equipment Fasteners	6140 · Equipment Maintenance	59.34
Verizon Wireless	Tablets	6040 · Communications	166.17
Curtis Tools For Heroes	Flare Container	6880 · Small Tools/Instruments	27.13
Webology	Domain	6400 · Office Expense	172.95
Pacific Market	Officer Meeting	7120 · In-Service Training	76.38
ATT	Internet	7320 · Utilities	74.90
Home Depot	Station Maintenance	6180 · Building Maintenance	161.76
B&H Photo	Training	6880 · Small Tools/Instruments	54.25
Zoro Tools	Flagging Tape	6880 · Small Tools/Instruments	90.62
Amazon	Storage Cabinet	6180 · Building Maintenance	108.49
Costco	Batteries	6880 · Small Tools/Instruments	120.48
Amazon	Training	6880 · Small Tools/Instruments	34.71
B&H Photo	Training	6880 · Small Tools/Instruments	56.40
Amazon	Office Chairs	6400 · Office Expense	303.88
Amazon	Training	7120 · In-Service Training	13.91
Amazon	Trash Bags	6400 · Office Expense	13.01
Amazon	Chainsaw File	6880 · Small Tools/Instruments	9.75
Costco	Paper Supplies	6080 · Household Expense	42.59
TOTAL CREDIT CARD CHARGES			1,839.94



Graton Fire Protection District

Through October 2023

Specific and General Legal Costs, Cumulative											
Subject	Tripoli Claims/Litigation *		Sabrowsky, Alvarez, Nunes Complaint		Alvarez Claims/Litigation		Personnel (Alvarez, Tripoli, Misc.)		Other (General, PRA/Complaints)		Grand Total
Last month - October 2023											
Liebert, Cassidy, Whitmore											
William Ross	\$ 663		\$ 2,013		\$ 1,400					\$ 1,738	
Merrill, Arnone, Jones											
Allen, Glaessner, Werth											
To-date											
Liebert, Cassidy, Whitmore	\$ 41,859	\$ 43,606	\$ 10,437	\$ -	\$ -	\$ 42,681					
William Ross	\$ 89,041	\$ -	\$ 16,365	\$ 41,370	\$ 54,016						
Merrill, Arnone, Jones	\$ 4,830	\$ -	\$ 25,051	\$ -	\$ 4,500						
Allen, Glaessner, Werth	\$ -	\$ -	\$ 7,183	\$ -	\$ -						
Total	\$ 135,730	\$ 43,606	\$ 59,035	\$ 41,370	\$ 101,196	\$ 380,937					

* Court Denied Ms. Tripoli's Motions 11/2/22 *

OLD BUSINESS

SIDE LETTER OF AGREEMENT BETWEEN THE GRATON FIRE PROTECTION DISTRICT AND THE GRATON PROFESSIONAL FIREFIGHTERS, LOCAL 1401, REGARDING CHANGES TO SECTION 1245.10 HOLIDAYS

The agreement between the Graton Fire Protection District (District) and the Graton Professional Fire Fighters, Local 1401 (Local) regarding agreed upon changes to Section 1245.10 Holidays, of the MOU.

Section 1245.10 Holidays, currently states:

When an Employee works on a holiday, the day will be paid at the overtime rate.

The following are designated District-paid holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Birthday
4. Memorial Day
5. Fourth of July
6. Labor Day
7. Columbus Day
8. Veteran's Day
9. Thanksgiving Day
10. Christmas Day

Amending as follows:

Section 1245.10 Holidays:

Full-time suppression personnel are scheduled without regard for Holidays and may be required to work holidays from time to time. Any suppression employee scheduled to work on a holiday will be paid for 24 hours at one and a half his or her regular rate of pay.

The following are designated District-paid holidays:

1. New Year's Day
2. Martin Luther King Day
3. President's Birthday
4. Memorial Day
5. Fourth of July
6. Labor Day
7. Columbus Day
8. Veteran's Day
9. Thanksgiving Day
10. Christmas Day

Dated: _____

Graton Fire Protection District

Dated: _____

Graton Professional Firefighters, Local 1401

PURCHASE REQUESTS

SCBA Masks
11/14/2023

	Vendor	Price
1	Bauer Compressors	\$ 4,069
2		
3		
4		

Requested Motion: I Make a Motion to purchase 10 SCBA masks from Bauer Compressors not to exceeded \$4500

FIRE CHIEF'S REPORT



Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

ROSTER

#	Name	Rank	CDL	Cell	Home	Wk/Pgr/Other
1	Bill Bullard	8400 Chief / EMT				
2	Josh Skikos	8401 Deputy Chief				
3	Robert Sabrowsky	8402 Asst Chief / EMT				
4	Ian Muskar	8403 Asst Chief / EMT				
5	Darrell Kopriva	8404 Captain				
6	Dustin Blumenthal	8405 Captain / EMT				
7	Kyler Walker	8406 Captain / EMT				
8	Dusty Parker	8407 Captain / EMT				
9	Shane Spelman	Engineer / EMT				
10	Matt Miller	Engineer / EMT				
11	Kyle Bartlett	Engineer / EMT				
12	Sapphire Alvarez	Firefighter / EMT				
13	Jonathan Preciado	Firefighter / EMT				
14	Matt Skinner	Firefighter				
15	Chaz Mathias	Firefighter				
16	Jenna Dunbar	Firefighter / EMT				
17	Sam Ballenger	Firefighter				
18	Evan Jacobs	Firefighter / EMT				
19	Emily Fuller	Firefighter / EMT				
20	Mathias Bonse	Firefighter				
21	Lia Liskey	Firefighter / EMT				
22	Angel Cuevas	Firefighter				
23	Eddie Castaneda	Firefighter / EMT				
24	Trevor Morrison	Firefighter / EMT				
25	Ryan Waner	Firefighter / EMT				
26	Keenan Whyte	Firefighter / EMT				
27	Jeremiah Mahan	Firefighter / EMT				
28	Stephen Jaramillo	Firefighter / EMT				
29	Sheby Buchmann	Firefighter				
30	George Ristad	Firefighter				
31	Moses Castrellon	Firefighter				
32	Kristin Lupo	Firefighter				
33	Ella Griffith	Trainee				
34	Brianna Cook	Trainee				
35	Rex Boggs	Trainee				
36	Cesar Barragan	Trainee				
37	Matthew Menesini	Trainee				
38	Tyler Carpenter	Trainee				
39	Jonathan Oseguera	Trainee				
40	Nate Thalhamer	Trainee				
41	Orlando Banuelos	Trainee				
42	Craig O'Donnell	Trainee				
43	Tyler Bishop	Cadet				
44	Austin Beckman	Cadet				
	Bob Maddocks	President				
	Scott Fisher	Vice President				
	Jonathan Hebel	Treasurer				
	Carla Peterson	Secretary				
	Jason Nunes	Member				
Business Phone Number						823-8400
Fax Number						823-7251
Firefighters Association Phone Number						823-8400 x120
On-Duty Engine Officer						
Administrative Assistant, Tiffanie Herring						
Tree Farm, Heather O'Dell						
Fire Investigator, John Teague						



Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

ANNUAL ALARMS 2023-2024

Type	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Totals
Assist/Service Call	1	4	4	3									12
Auto/Mutual Aid	20	20	9	10									59
Debris Fire													0
Fire Alarm	4	6	14	1									25
Gas Leak		1											1
Hazardous Condition	5	3	2	3									13
Haz-Mat													0
Investigation		3	2	1									6
Medical Aid	39	34	35	33									141
Other / Cancellations													0
Rescue													0
Structure Fire	1	1											2
Traffic Collision	9	4	8	9									30
Vegetation Fire	2		1										3
Vehicle Fire													0
Total	81	76	75	60	0	0	0	0	0	0	0	0	292

Prepared By: Capt. Darrell Kopriva



Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

Drill & Activity Reports

OCT 2023

#	Date	Description	Type
1)	10/03	Officer's Meeting	S
2)	10/05	Thur. Night Drill (Drafting Evolutions)	R
3)	10/10	Dist. Board Meeting (Skikos, Sabrowsky)	S
4)	10/12	Thur. Night Drill (Multi-Agency STRU Training)	R
5)	10/19	Thur. Night Drill (Multi-Agency STRU Training)	R
6)	10/25	Grant Writing (Sabrowsky)	S
7)	10/26	Thur. Night Drill (Multi-Agency STRU Training)	R
8)	10/29	Halloween Spaghetti Dinner Night	S

(DW) Duty Weekend
(R) Regular Drill
(S) Special Drill
(T) Trainee Drill