



**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
3750 Gravenstein Hwy N, Sebastopol, CA 95472
December 12, 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 – November 14, 2023
 - b. Report Upon Return from Closed Session for November 14, 2023, Board Meeting
 - c. Financial Reports – November 2023
7. Old Business
 - a. Approval and ratification of posting hiring materials for personnel recruitment – Action Item
 - b. Formal recognition of Local 1401 as the recognized employee organization for applicable full-time firefighter, engineer, and captain job classifications – Action item

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.

8. New Business
 - a. Fire Sales Tax Measure Support Resolution – Action Item
 - b. Polling Location – Action Item
9. Committee Report
 - a. Apparatus Committee
 - b. Sebastopol Fire Cooperation Committee
10. Purchase Requests – Action Item
 - a. Water Treatment
 - b. Well Rehabilitation
 - c. Extrication Equipment
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: January 9, 2024

Certification

I, Tiffanie Herring, Recording Secretary to the Board for the Graton Fire Protection District, do hereby declare that the foregoing agenda for December 12, 2023 Regular Meeting of the Board of Directors of the Graton Fire Protection District was posted on the door outside the District Headquarters by Thursday, December 7, 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: December 7, 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
November 14, 2023**

1. Call to Order: 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Maddocks, Fisher, Hebel, Nunes, and Peterson (via Zoom). Also Present: District Counsel Representative Bill Ross, Chief Skikos.
4. Corrections and/or Modifications to the Agenda: Omit 14c. Add item 12.1 Consideration of the fire staffing plan consistent with past board direction, motion to approve by Hebel, 2nd by Fisher, passed 5,0,0.
5. PUBLIC COMMENT: Heather O'Dell announced that the Tree Farm will be opening on November 24, 2023.
6. CONSENT CALENDAR: Motion by Hebel to approve Consent Calendar as presented, 2nd by Fisher, passed 5/0/0.
 - a. Draft Board Meeting Minutes – October 10, 2023
 - b. Draft Board Meeting Minutes – October 17, 2023
 - c. Return Upon Return from Closed Session Report – October 10, 2023
 - d. Financial Reports - October 2023
7. Old Business:
 - a. Graton Fire MOU Holiday Pay Language – Motion to approve by Hebel, 2nd by Fisher, passed 4/0/1.
8. New Business – None.
9. Committee Report:
 - a. Apparatus Committee – for the type 3, we are looking at demo units while we still spec out a new one. We just want to be ready to purchase when the small window opens. Type 1 is officially in manufacturing and looks to be done by the end of March 2024. Ian and Kyle will take the lead on getting a new pickup.
 - b. Sebastopol Fire Cooperation – There have been initial meetings, and it was recommended to form a formal committee. There was interest from Maddocks and Hebel to be

on the committee. Motion to approve Maddocks and Hebel to be on the committee by Fisher, 2nd by Peterson, passed 4,0,1.

10. Purchase Requests:

d. SCBA Masks – Motion to approve 10 SCBA masks from Bauer Compressors not to exceed \$4,500 by Fisher, 2nd by Nunes, passed 5/0/0.

e. Water Treatment – this was tabled for the next meeting to get a 4th quote.

11. Correspondence: None.

12. Fire Chief's Report: CALFIRE has declared fire season over. Trainees have completed the first half to the academy.

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: 60

c. Drills: 8

12.1. Consideration of the fire staffing plan consistent with past board direction – Motion to approve option 3 on the staffing plan by Hebel, 2nd by Fisher, 5,0,0.

13. Future Agenda Items: None.

14. Closed Session

Entered at 7:41 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 7:53 p.m.

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

16. Adjournment in remembrance of Chuck Pedersen and the Windsor Chief at 7:55 p.m.

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

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
Telephone: (650) 843-8080
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Los Angeles Office:
P.O. Box 25532
Los Angeles, CA 90025

File No: 19/65

November 17, 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; November 14, 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 November 14, 2023 Regular Board Meeting.

After convening in Open Session at 7:00 p.m. and concluding the Open Session Agenda, the nonconflicted Board members adjourned to Closed Session at 7:41 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
November 17, 2023
Page 2

With respect to Closed Session Agenda Item No. 14.a, except for confirming Motion and Trial dates for the matter, 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., there was reportable action that the Labor Commission decision had been appealed by the petitioner to the Superior Court of Sonoma County. Except as indicated, there was no other reportable action under the common law attorney-client privilege and that provided by Government Code section 54956.9(d)(1).

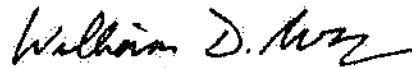
With respect to Closed Session Agenda item No. 14.c., there was no consideration of the matter.

The Board returned to Open Session at 7:55 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 - NOVEMBER 2023 OVERVIEW

DEPOSITS:		
FASIS - DP	\$3,526	11/3/2023
Records Request	\$15	11/21/2023
Tree Farm	\$30,779	11/30/2023
Total:	\$3,541	
CURRENT ASSETS:		
Summit Operating Account	\$85,622	11/30/2023
Summit ICS Account	\$788,729	11/30/2023
Schwab CD's	\$1,000,000	11/30/2023
Total:	\$1,874,350	11/30/2023
ACCTS. RECEIVABLES:		Billed
COVID FEMA Reimbursement	\$57,591	12/29/2022
Total:	\$57,591	11/30/2023

Graton Fire Protection District
Check Detail
November 2023

Num	Name	Memo	Amount
Debit	ADP	Direct Deposits	43,673.72
Debit	ADP	Payroll Taxes	11,515.73
Debit	ADP	Payroll Fees	124.55
Debit	CalPERS	457b	1,250.00
Debit	CalPERS	Classic	4,431.38
Debit	CalPERS	Pepra	7,027.25
5133	Sebastopol Hardware Center	Building Maintenance	46.93
5134	US Bank - Corporate Payment Systems	Cal Card	1,839.94
5135	Bauer Compressors	Annual PM & Air Test	1,327.30
5136	Cliff Walker Supply & Maint	Cleaning	540.00
5137	Law Offices of William D. Ross	Legal Fees	13,097.36
5138	Occupational Health Centers of California	Trainee - Physical	69.00
5139	Peak Seasons	Flagging Tape x 4	62.93
5140	Peterson Trucks, Inc	8460 Repair	3,177.20
5141	Stripe N Seal, Inc	Parking Lot	22,260.00
5142	Aflac	Employee Paid Benefit	568.10
5143	Cal Net ATT	Utilities	227.05
5144	CalChoice	Health Benefits	4,459.92
5145	Chaz Mathias	Reimbursement Sleeper Shifts	105.00
5146	Choice Builder	Health Benefits	515.12
5147	Curtis Tools For Heroes	PPE	888.49
5148	Firefighter First Credit Union	Local 1401 Union Dues	720.00
5149	George Ristad	Sleeper Reimbursement	85.00
5150	Kristin Lupo	Shift Reimbursement	240.00
5151	Mathias Bonse	Sleeper Reimbursement	35.00
5152	Moses Castrellon	Sleeper Reimbursement	155.00
5153	North Bay Tree Weed & Pest	Pest Control Service	920.00
5154	Peak Seasons	Tree Stands	2,316.77
5155	Robert Sabrowsky	Reimbursement - Sleeper	60.00
5156	Ryan Waner	Reimbursement	25.00
5157	Shelby Buchmann	Shift Reimbursement	120.00
5158	Tiffanie Herring	OCT 2023	1,472.00
5159	Trevor Morrison	Reimbursement	60.00
5160	Boyett Petroleum/Cruise Americard	Gas	230.00
5161	Capital One Public Funding	Loan Payment	14,035.29
5162	North Bay Tree Weed & Pest	Pest Control Service	194.00
5163	Occu-Med, Ltd.	Drug Screen	204.60
5164	Pete's Automotive	8482 Repair	4,402.10
5165	Raynor Electric	Convert Lighting to LED	1,833.49
5166	Sonoma County Sheriff's Office	Reimbursement	498.69
5167	Standard Insurance Company	LTD	174.00
TOTAL			144,987.91

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

Name	Memo	Category	Amount
Amazon	Household Items	6080 · Household Expense	60.32
Bill's Lock and Safe	Keys made	6400 · Office Expense	6.56
Amazon	Label Tape	6400 · Office Expense	10.41
Verizon Wireless	Tablets	6040 · Communications	166.27
Amazon	Office Expense	6400 · Office Expense	40.04
Amazon	Small Tools	6880 · Small Tools/Instruments	14.63
Ross B. Jones	Legal Fees	6610 · Legal Services	5,940.00
Amazon	Small Tools	6880 · Small Tools/Instruments	187.74
USPS	Postage	6400 · Office Expense	102.00
AT&T	Internet	7320 · Utilities	74.90
Home Depot	Cord Plugs	6180 · Building Maintenance	72.70
AIM Mail Center #10	Radio Repair	6400 · Office Expense	13.90
Amazon	Extension Cords	6180 · Building Maintenance	75.90
Dave's Hot Chicken	Apparatus Committee Meeting	7300 · Transportation/Travel	59.01
Amazon	Starter Switch	6140 · Equipment Maintenance	39.06
Amazon	Plumbing Valve	6180 · Building Maintenance	81.94
Costco	Tree Farm	7000 · Tree Farm Expense	91.99
Costco	Household Supplies	6080 · Household Expense	96.69
FedExOffice	Apparatus Committee Prints	6400 · Office Expense	30.48
Amazon	Small Tools	6880 · Small Tools/Instruments	-5.96
Amazon	Small Tools	6880 · Small Tools/Instruments	-9.43
Amazon	Extension Cords	6180 · Building Maintenance	-75.90
Amazon	Small Tools	6880 · Small Tools/Instruments	-8.67
Amazon	Small Tools	6880 · Small Tools/Instruments	-16.59
Amazon	Small Tools	6880 · Small Tools/Instruments	-28.17
Lucky	Travel Expense	7300 · Transportation/Travel	4.99
Amazon	Computer Drive	6400 · Office Expense	37.96
Pacific Sanitation	Restroom Rental for Tree Farm	7000 · Tree Farm Expense	253.36
TOTAL CREDIT CARD CHARGES			7,316.13



Graton Fire Protection District

Through November 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)	
	Tripoli	Claims/Litigation	Sabrowsky, Alvarez, Nunes Complaint	Alvarez Claims/Litigation	Personnel (Alvarez, Tripoli, Misc.)	Other (General, PRA/Complaints)	Tripoli, Misc.	Personnel (Alvarez, Tripoli, Misc.)	Other (General, PRA/Complaints)	
Last month - November 2023										
Liebert, Cassidy, Whitmore										
William Ross	\$ 1,003		\$ 14,630	\$ 1,726						\$ 1,679
Merrill, Arnone, Jones										
Allen, Glaessner, Werth										
To-date										
Liebert, Cassidy, Whitmore	\$ 41,859	\$ 43,606	\$ 10,437	\$ -	\$ 42,681					
William Ross	\$ 90,044	\$ -	\$ 30,995	\$ 43,095	\$ 55,695					
Merrill, Arnone, Jones	\$ 4,830	\$ -	\$ 25,051	\$ -	\$ 4,500					
Allen, Glaessner, Werth	\$ -	\$ -	\$ 7,183	\$ -	\$ -					
Total	\$ 136,733	\$ 43,606	\$ 73,665	\$ 43,095	\$ 102,876					\$ 399,974

*** Court Denied Ms. Alvarez's Motions 10/04/23 ***

OLD BUSINESS

NEW BUSINESS

RESOLUTION OF THE BOARD OF DIRECTORS OF THE GRATON FIRE PROTECTION DISTRICT, SONOMA COUNTY, STATE OF CALIFORNIA, SUPPORTING THE MEASURE FOR "THE IMPROVED AND ENHANCED LOCAL FIRE PROTECTION, PARAMEDIC SERVICES AND DISASTER RESPONSE INITIATIVE" SUBMITTED TO THE VOTERS OF SONOMA COUNTY AT THE MARCH 5, 2024 ELECTION.

WHEREAS, this Measure, "The Improved and Enhanced Local Fire Protection, Paramedic Service and Disaster Response Initiative", is an initiative measure proposing to implement a one-half cent sales tax in Sonoma County to improve and enhance local fire protection, paramedic services and disaster response; and

WHEREAS, this Measure is an initiative submitted to the voters of Sonoma County at the election to be held March 5, 2024; and

WHEREAS, this Measure aligns with the goals of the District and Regional partners to increase revenue sources that support efforts to create more efficient, effective and sustainable fire and emergency services within the district and throughout the County.

NOW, THEREFORE, BE IT RESOLVED that the Graton Fire Protection District Board of Directors does hereby resolve as follows:

1. The Graton Fire Protection District Board supports this Measure.
2. The Graton Fire Protection District Board Clerk shall certify the adoption of this Resolution.

IN REGULAR SESSION, the foregoing Resolution was introduced by Director _____, who moved its adoption, seconded by Director _____, and passed by the Board of Directors of the Graton Fire Protection District this 12th day of December 2023, on regular roll call vote of the members of said Board:

Vote: Aye _____ No _____ Absent _____

WHEREUPON, the President declared the foregoing resolution adopted, and

SO ORDERED:

ATTEST:

President

Clerk

PURCHASE REQUESTS

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	B			
2	Josh Skikos	8401 Deputy Chief	C			
3	Robert Sabrowsky	8402 Asst Chief / EMT	B			
4	Ian Muskar	8403 Asst Chief / EMT	A			
5	Darrell Kopriva	8404 Captain	C+			
6	Dustin Blumenthal	8405 Captain / EMT	C+			
7	Kyler Walker	8406 Captain / EMT	B			
8	Dusty Parker	8407 Captain / EMT	B			
9	Shane Spelman	Engineer / EMT	C+			
10	Matt Miller	Engineer / EMT	C+			
11	Kyle Bartlett	Engineer / EMT	C+			
12	Sapphire Alvarez	Firefighter / EMT	B			
13	Jonathan Preciado	Firefighter / EMT	C			
14	Matt Skinner	Firefighter	C+			
15	Chaz Mathias	Firefighter	C			
16	Jenna Dunbar	Firefighter / EMT	C			
17	Sam Ballenger	Firefighter	C			
18	Evan Jacobs	Firefighter / EMT	C			
19	Emily Fuller	Firefighter / EMT	C			
20	Mathias Bonse	Firefighter	C			
21	Lia Liskey	Firefighter / EMT	C			
22	Angel Cuevas	Firefighter	C			
23	Eddie Castaneda	Firefighter / EMT	C			
24	Trevor Morrison	Firefighter / EMT	C			
25	Ryan Waner	Firefighter / EMT	C			
26	Keenan Whyte	Firefighter / EMT	C			
27	Jerimiah Mahan	Firefighter / EMT	C+			
28	Stephen Jaramillo	Firefighter / EMT	C			
29	Shelby Buchmann	Firefighter	C			
30	George Ristad	Firefighter	C			
31	Moses Castrellon	Firefighter	C			
32	Kristin Lupo	Firefighter	C			
33	Ella Griffith	Trainee	C			
34	Brianna Cook	Trainee	C			
35	Rex Boggs	Trainee	C			
36	Cesar Barragan	Trainee	C			
37	Matthew Menesini	Trainee	C			
38	Tyler Carpenter	Trainee	C			
39	Jonathan Oseguera	Trainee	C			
40	Nate Thalhamer	Trainee	C			
41	Orlando Banuelos	Trainee	C			
42	Craig O'Donnell	Trainee	C			
43	Tyler Bishop	Cadet	C			
44	Austin Beckman	Cadet	C			
	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						