



**GRATON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING AGENDA  
3750 Gravenstein Hwy N, Sebastopol, CA 95472  
March 11, 2025, 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. No adverse conclusions should be drawn if the Board does not respond to public comment at this meeting. 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 Regular Board Meeting Minutes – February 11, 2025
  - b. Financial Reports – February 2025
7. Old Business – None.
8. New Business – None.
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. MOU Committee

10. Purchase Requests

a. LED Lighting Retrofit – Action Item

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 Labor Negotiators regarding Memorandum of Understanding (Government Code Section 54957.6)

Agency Designated Representative(s): Director Scott Fisher and Director Jonathan Hebel

Employee Organization(s): Local 1401, Graton Professional Firefighters

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

16. Adjournment – Next meeting: April 8, 2025

**Certification**

I, Tiffanie Herring, Recording Secretary to the Board for the Graton Fire Protection District, do hereby declare that the foregoing agenda for March 11, 2025, Regular Meeting of the Board of Directors of the Graton Fire Protection District was posted on the door outside the District Headquarters by Saturday March 8, 2025. 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 5750 Gravenstein Hwy N, Sebastopol, CA 95472. This agenda is also available on the District website [www.gratonfire.com](http://www.gratonfire.com)

  
\_\_\_\_\_  
Tiffanie Herring, Recording Secretary

Dated: March 8, 2025

**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.*

# CONSENT CALENDAR



**GRATON FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING MINUTES  
3750 Gravenstein Hwy N, Sebastopol, CA 95472  
February 11, 2025**

1. Call to Order: 7:00 p.m.
2. Pledge of Allegiance
3. Roll Call: Maddocks, Fisher, Hebel, Arvold, and Peterson. Also Present: Chief Bullard.
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, 2<sup>nd</sup> by Fisher.
  - a. Draft Board Meeting Minutes – January 14, 2025
  - b. Financial Reports – January 2025
7. Old Business
  - a. None
8. New Business.
  - a. None.
9. Committee Report:
  - a. Apparatus Committee – Type 3 Chassis arrived so the build is moving along.
10. Purchase Requests
  - a. Mobile Radio – Motion to approve the purchase of a mobile radio and accessories from 49er Communications not to exceed \$4500 by Arvold and seconded by Hebel.
  - b. LED Lighting Retrofit – there was discussion on this topic and ultimately decided to table this item until next meeting.
11. Correspondence: None.

12. Fire Chief's Report: Shane Spelman has accepted a job with Sonoma Valley Fire and is currently going through background now.

a. Roster: Motion to approve the roster as presented by Hebel and seconded by Arvold.

b. 77 Alarms

c. 9 Drills.

13. Future Agenda Items: MOU Committee and LED Lighting Retrofit.

14. Adjournment: 7:21pm



**GRATON FIRE PROTECTION DISTRICT - FEBRUARY 2025 OVERVIEW**

<b>DEPOSITS:</b>		
OES Prepo	\$25,882	2/7/2025
AT&T Refund	\$4	2/7/2025
Golden State EVS - Reimbursement	\$2,643	2/7/2025
Glenhaven Fire	\$9,147	2/21/2025
Coffee Pot	\$30,245	2/18/2025
<b>Total:</b>	<b>\$67,921</b>	
<b>CURRENT ASSETS:</b>		
Summit Operating Account	\$75,000	2/28/2025
Summit ICS Account	\$1,015,149	2/28/2025
Schwab CD's	\$750,000	2/28/2025
<b>Total:</b>	<b>\$1,840,149</b>	
<b>ACCTS. RECEIVABLES:</b>		Billed
COVID FEMA Reimbursement	\$57,591	12/29/2022
Donut Media	\$1,000	4/26/2024
Bridge Fire	\$65,473	2/20/2025
<b>Total:</b>	<b>\$124,064</b>	

**Graton Fire Protection District**  
**Check Detail**  
**February 2025**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
Debit	ADP	Direct Deposits	65,903.60
Debit	ADP	Payroll Taxes	20,390.47
Debit	ADP	Direct Deposits	2,328.44
Debit	ADP	Payroll Taxes	76.92
Debit	ADP	Fees	122.16
Debit	ADP	Fees	198.62
Debit	CalPERS	UAL Annual Employer Contribution for FY24-25 (Prepayment)	113.25
Debit	CalPERS	Employees \$1450 / GFPD \$200 (Parker Matching)	1,650.00
Debit	CalPERS	Pepra	16,409.66
Debit	CalPERS	Classic	2,640.32
5809	US Bank - Corporate Payment Systems	Cal Card	4,505.33
5810	Aflac	Employee Paid Benefit	483.73
5811	Blomberg & Griffin	Report and Filing	975.00
5812	Cal Net ATT	Phone	243.42
5813	CalChoice	Health Benefits	8,538.67
5814	Cliff Walker Supply & Maint	Cleaning	978.26
5815	Harmony Farms	Supplies	82.99
5816	Law Offices of William D. Ross	Legal Expense	2,000.00
5817	McKesson Medical - Surgical	Gloves	458.27
5818	Recology Sonoma Marin	Garbage	675.52
5819	Rogers Pool & Spa Service, Inc.	Water Treatment	38.03
5820	Sonoma County Fire Chief's Association	Dinner Meeting	35.00
5821	Tiffanie Herring	January 2025	1,700.00
5822	Bay Area Background Checks	Background Checks	117.00
5823	Brianna Cook	Reimbursement	70.00
5824	Brooks Tree Farm	Tree Farm Expemse	2,115.00
5825	Cascade Fire Equipment Co.	Equipment	10,546.98
5826	Choice Builder	Health Benefits	613.32
5827	Firefighter First Credit Union	Local 1401 Union Dues	960.00
5828	FRMS	FY 2024-2025 Quarterly Premium	25,042.75
5829	Gaba Corp.	Training	800.00
5830	George Ristad	Sleeper Reimbursement	70.00
5831	Jonathan Preciado	Training Reimbursement	550.00
5832	Kristin Lupo	Shift Reimbursement	325.00
5833	Mathias Bonse	Sleeper Reimbursement	35.00
5834	Nor Cal Water Rescue	Swiftwater Rescue	1,575.00
5835	North Bay Tree Weed & Pest	Pest Control	194.00
5836	Pace Supply Corp	Building Maintenance	2,399.70
5837	The Personnel Perspective	Training	1,750.00
5838	Trevor Morrison	Reimbursement	350.00
5839	Western Extrication Specialists, Inc.	Extrication Equipment	2,646.44
5840	DMV	DMV Registration 4GB4031	10.00
5841	Dynamic Mobile Truck Repair	8482 Repairs	5,157.18
5842	Ian Muskar	Truck Reimbursement for Strike Team	3,710.00
5843	Occu-Med, Ltd.	Drug Screen	159.50
5844	PG&E	Utilities	945.21
5845	Standard Insurance Company	LTD	232.00
5846	AIM Mail Center #10	Postage	17.70
<b>TOTAL</b>			<b>190,939.44</b>

**Graton Fire Protection District  
US Bank Credit Card  
February 2025**

Name	Memo	Category	Amount
CMC Rescue	Extra Cord	6880 · Small Tools/Instruments	56.11
Amazon	Office	6400 · Office Expense	36.71
Amazon	Office	6400 · Office Expense	21.78
Amazon	Med Supplies	6261 · Medical Supplies	21.78
Willow Wood Market	Meeting	6400 · Office Expense	64.18
eFileMyForms	1099's	6400 · Office Expense	43.38
UPS Store	Postage	6400 · Office Expense	33.94
Costco	Household Supplies	6080 · Household Expense	159.89
Verizon Wireless	Tablets	6040 · Communications	216.60
Round Table Pizza	Upstaffing	6400 · Office Expense	120.45
Starlink	Communication	6040 · Communications	100.00
UPS Store	Postage	6400 · Office Expense	61.33
Home Depot	Fuel	7201 · Gas/Oil	126.78
Lucky		6400 · Office Expense	281.03
Amanda Roy	Small Tools	6880 · Small Tools/Instruments	21.57
Blue Ridge Kitchen	Upstaffing	6400 · Office Expense	106.38
Active 911	Subscription	6040 · Communications	614.25
Fresh Water Systems		6180 · Building Maintenance	99.17
Starbucks	Gifts for Interview Panel	6400 · Office Expense	50.00
Mombo's Pizza	Interview Panel Lunch	6400 · Office Expense	94.10
Costco	Fuel	7201 · Gas/Oil	159.59
<b>TOTAL CREDIT CARD CHARGES</b>			<b>2,489.02</b>





Graton Fire Protection District

Through February 2025

Specific and General Legal Costs, Cumulative

Subject	Tripoli Claims/Litigation *	Sabrowsky, Alvarez, Nunes Complaint	Alvarez Claims/Litigation	Personnel (Alvarez, Tripoli, Misc.)	Other (general, retainer, Tripoli PRA/Complaints)
<b>Last month - February 2025</b>					
Liebert, Cassidy, Whitmore					
William Ross				\$ 2,000	
Merrill, Arnone, Jones					
Allen, Glaessner, Werth					
<b>To-date</b>					
Liebert, Cassidy, Whitmore	\$ 41,859	\$ 43,606	\$ 10,437	\$ -	\$ 42,681
William Ross	\$ 95,139	\$ -	\$ 61,797	\$ 49,115	\$ 85,122
Merrill, Arnone, Jones	\$ 4,830	\$ -	\$ 25,051	\$ -	\$ 4,500
Allen, Glaessner, Werth	\$ -	\$ -	\$ 12,538	\$ -	\$ -
<b>Total</b>	<b>\$ 141,828</b>	<b>\$ 43,606</b>	<b>\$ 109,822</b>	<b>\$ 49,115</b>	<b>\$ 132,302</b>
<b>Grand Total</b>					<b>\$ 476,673</b>

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

# PURCHASE REQUESTS

# FIRE CHIEF'S REPORT



# Graton Fire Protection District

Post Office Box A, Graton, California 95444

www.gratonfire.com

## ANNUAL ALARMS 2024-2025

Type	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Totals
Assist/Service Call	3	4	1	3	2	3	4	5					25
Auto/Mutual Aid	18	15	13	10	13	13	16	17					115
Debris Fire					2		1						3
Fire Alarm	7	7	3	4	5	2	6	3					37
Gas Leak			1		1		1						3
Hazardous Condition	4	1	4	2	5	10	3	15					44
Haz-Mat													0
Investigation	2	2	2	6	3	2	5	2					24
Medical Aid	32	39	40	30	37	36	37	28					279
Other / Cancellations	1												1
Rescue						1							1
Structure Fire					2		1						3
Traffic Collision	8	6	6	6	9	7	3	2					47
Vegetation Fire	3												3
Vehicle Fire	1	1	1										3
<b>Total</b>	<b>79</b>	<b>75</b>	<b>71</b>	<b>61</b>	<b>79</b>	<b>74</b>	<b>77</b>	<b>72</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>588</b>

Prepared By: Capt. Darrell Kopriva



# Graton Fire Protection District

Post Office Box A, Graton, California 95444

[www.gratonfire.com](http://www.gratonfire.com)

## Drill & Activity Reports

## FEB 2025

#	Date	Description	Type
1)	02/06	Thur. Night Drill (Search)	R
2)	02/08	Work Detail – Hose Labeling (Sabrowsky)	S
3)	02/11	District Board Meeting (Sabrowsky)	S
4)	02/13	Thur. Night Drill (Annual Harassment Training)	R
5)	02/18	Trainee Academy (Orientation)	T
6)	02/20	Thur. Night Drill (CPR Recertification)	R
7)	02/22	Work Detail – Grant Writing (Sabrowsky)	S
8)	02/24	Trainee Academy (PPE & SCBA)	T
9)	02/27	Monthly Officer's Meeting	S

(R) Regular Drill  
(S) Special Drill  
(T) Trainee Drill