

ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
Minutes of the Regular Board of Director's Meeting
March 19, 2014
DRAFT

1. **Call to Order and Roll Call:** Meeting called to order by Chair **Hanelt** at 5:30 p.m. Board members present: **K. McKenna**, **N. Darling**, **V. Hanelt**, **F. Martin** and **K. Wilder**. Staff Members present: **A. Avila** and **P. Liddy**.
 2. **Recognition of Guests and Hearing of the Public:** **Mark Scaramella**, **Coby Taylor** and **David Severn**. **Severn** approached the board about the YES camp (brochure attached) and wanted to see if there was any money available to help send underprivileged teens to this camp which teaches teens about emergency services; fire, police, search & rescue, packaging and loading patients and all sorts of activities that may end up benefiting Anderson Valley if these kids choose to become volunteers for the fire department or ambulance service. Or they may choose careers based on their participation in this program. **Severn** said it is a valuable tool for kids who may not be college bound. **Hanelt** agreed and added that it can be a great vehicle for turning kids around, looking at things differently. One kid took it two years ago and he is now in the EMT course. **Hanelt** said the board doesn't have a budget line for this (not a service organization), but suggested that there are many board members who are in different organizations and may be able to help out. **Martin** asked how many students are needed. At least 20 teens are needed to get the camp going this year. **Martin** asked if it is only Mendocino County. **Severn** says it is for Northern California counties.
 3. **Approval of Minutes of Last Board Meeting** – approved as presented.
 4. **Correspondence – Reviewed.** **Wilder** wants to look closer at AB2298 (regarding emergency response personnel personal vehicles). **Avila** will make sure we are up to code and the board will direct him in regards to Policy and Procedure. Disposal Facility for Caltrans in Yorkville. There's no objection from FPC. **Hanelt** concerned about environmental impact. **Wilder** says if it is all okay with the county, then why is it a CSD concern?
 5. **Changes or Modifications to this Agenda:** None.
 6. **New Business:**
 - a. Allocation Account for Unemployment Claim (#63900): *Motion by Martin to pay the claim out of contingency line item #63900. Motion seconded by McKenna and passed with all ayes, no nays.*
 7. **General Manager's Report:** Copy attached. **Andrews** absent due to illness.
 - LAFCo MSR Update – **Andrews** has not received the final copy of our MSR, but will email it out when she does.
 - LiveScan update – **Andrews** had her fingerprints done the last week of February and sent the final piece of the application to Dept. of Justice. It will be 8-10 weeks until account number is received.
 - EDD Claim Update – The full amount of the outstanding unemployment claim of \$3,158.99 has been paid.
 - New Legislation – Revenue Collection Program – **Liddy** and **Andrews** have submitted necessary form to take advantage of new legislation that allows special districts to collect unpaid fees through the state by levy. Also a PayPal account has been created for the Fire Dept. web-site which will allow customers to pay their fees that way, if they wish to do so.
- Calendar of Events** – reviewed.
8. **Fire Chief's Report:** Copy Attached.
 - a. Drought discussion: We've already had two control burns go out of control this month. If drying trend continues, **Avila** will be moving the AVFD Wildland refresher training from May to April.
 - b. Training Officer (discussion only): Draft proposal has been put together. Budget committee requested a total impact report in a matrix form. **Avila** will be drafting new document to reflect all the potential impact areas that this position will have an effect on. **Taylor** wondered if supervising training isn't what the volunteer officers are responsible for and **Avila** said they're overbooked. **Hanelt** is excited to know that there will be somebody to actually sign off on

requirements from Policy and Procedure. This will be a one year experiment.

9. **Fire Protection Committee Report:** FPC Report: (copy of minutes attached). 7487 is 80% fixed. First part of the road sign project is completed. There are two scheduled meetings with factory representatives regarding the new 7481 engine.
10. **Budget Committee Report:**
 - a. Budget Chairperson Report and Recommendations
 1. Committee Recommendation to Continue Mendocino County Community Foundation Fiscal Sponsorship for AVHS Tennis Courts of \$2,205. *Martin made the motion to continue MCCF Fiscal Sponsorship for AVHS Tennis Courts of \$2,205 and McKenna seconded. All ayes and no nays.*
 2. Committee Recommendation to Approve Expenditures as Reviewed on March 12, 2014 Budget Committee Meeting. *If there are no objections or corrections the expenditures will be approved as submitted. No objections noted.*
 3. Committee Recommendation on Class Proposals (if any): None
 - b. Request for New Expenditures (if any): None
11. **Airport Committee Report:** Copy of minutes attached. One correction in the minutes. It is 90% of \$70,200 (not \$72,000). **Darling** inquired if the airport is being advertised. **Wilder** explained the many different ways that the airport is known; web-site, magazine advertisements, the annual open house. **Wilder** pointed out that there are no costs to the residents in Anderson Valley for the airport, but there are emergency services available there and could be handy in any number of crisis. There is an aircraft display on April 18th.
12. **Recreation Committee Report:** Very quiet. **McKenna** says there is a strategic planning session on April 19th from 10am – 1pm to focus on the future of the Teen Center.
13. **Personnel Committee Report:** Personnel evaluation forms were collected. **Hanelt** and **Wilder** will find a day next week to go over them with the staff.
14. **Policies and Procedures Report:** None.
15. **Loss Control Committee Report** – Copy of minutes attached. Will get certain amount of money off of insurance once we can check the requirements off of the self-evaluation/application section (check list). Dan Berry (insurance man) will be making an appointment to walk the committee through it.
16. **Old Business:**
 - a. Ambulance Update – EOA Update. The Board of Supervisors has approved an inland EOA (Exclusive Operating Area). Anderson Valley will benefit as it means there will be a quick response vehicle and a paramedic service stationed here. **Avila** is mainly concerned that it does not upset or destroy the AV volunteer ambulance service. The EOA is supposed to be sensitive to our infrastructure. This process may take up to 2 years to complete.
 - b. Anderson Valley, Inc. Proposal to send out a survey to valley residents. **Darling** wanted to ask for \$1800 to mail the survey to Anderson Valley residents. **Scaramella** offered to put the survey in the local paper for free. He thinks there should be a preliminary amount of feedback before spending that money for the survey. **Hanelt** doesn't feel like there's been enough of a presentation to know exactly what this Inc. means. **Scaramella** says that there will be articles in the paper to educate the public. **Darling** withdrew his request. **McKenna** suggested sending out a survey where one out of so many residents is contacted for their views so that one may gain an impression about the residents' views on incorporating. **Scaramella** did not think there'd be much use for this, but **McKenna** thought it might shed some light. **Wilder** thinks they could have the surveys at the CSD office and various other places where one could pick them up and drop them off. They can also have the survey on the CSD web-site. **Darling** will be the point person for this survey. **McKenna** and **Scaramella** will coordinate web-site and paper.
17. **Any special item not on the agenda but approved unanimously:** None.
18. **Concerns of Directors:** **Martin** wanted to comment that he is still working on ISO update. **Avila** says that now that the Water Tender is in place ISO will be rating districts. They can be "station specific" for where requirements are needed. **Wilder:** put on agenda under new business: Board resolution to comply

with Caltrans requirements for Airport grant application so that Caltrans can get the process going. This way once the Federal requirements are done we can get right in there.

19. Adjournment at 7:33pm – Patricia **Liddy** Secretary