

City of Ukiah / Ukiah Valley Fire District Ukiah Valley Fire Authority Fire Executive Committee Special Meeting

AGENDA

Please click the link below to join the webinar:

<https://zoom.us/j/92044541021>

Phone: 1-669-900-9128 or 1-346-248-7799

Dial Toll Free: 888-788-0099 or 833 548 0276

Webinar ID: 920 4454 1021

January 11, 2022 - 5:00 PM

1. **ROLL CALL AND PLEDGE OF ALLEGIANCE**

2. **ANNOUNCEMENTS**

3. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

If you wish to speak on a matter that is not on this agenda, you may do so at this time. Please limit your comments to 3 minutes per person and a total of 10 minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

4. **CONSENT CALENDAR**

- 4.a. Resolution 2022-01, To Continue Remote Teleconferenced Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Recommended Action: Adopt Resolution 2022-01; To Continue Remote Teleconferenced Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Attachments:

1. Resolution 2022-01 FEC To Continue Teleconferencing Meetings

5. **APPROVAL OF MINUTES**

- 5.a. November 10, 2021, Special Meeting Minutes - draft

Recommended Action: Approve the December 10, 2021, Special Meeting Minutes - draft

Attachments:

1. November 10, 2021 FEC Special Meeting Minutes - draft

- 5.b. December 13, 2021, Re-Adjourned Special Meeting Minutes - draft

Recommended Action: Approve the Draft Minutes of December 13, 2021, a Special Re-Adjourned Meeting from December 8, 2021.

Attachments:

1. December 13, 2021 FEC Re-Adjourned Special Mtg. Minutes - draft

6. **UNFINISHED BUSINESS - DISCUSSION/ACTION**

7. **NEW BUSINESS - DISCUSSION/ACTION**

8. **CHIEFS REPORTS AND VOLUNTEERS REPORT**

9. **CLOSED SESSION**

10. **ADJOURNMENT**

Please be advised that the Ukiah Valley Fire Authority needs to be notified 72 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The Ukiah Valley Fire Authority complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the Ukiah Valley Fire Authority after publication will be available online at the end of the next business day.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the following locations: Ukiah Valley Fire District Office - 1500 South State Street; and 300 Seminary Dr.; Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Stephanie Abba, Clerk of the Board

Dated: 1/7/2022

After you click on the Link or Copy and Paste it into the Search Bar and sign into Zoom

Zoom Instructions

1. Via Computer as an Attendee: To raise your hand, click the Raise Hand Icon on the bottom of the Zoom window. When you click the Raise Hand Icon, a hand icon will appear in the Top Left Corner of the Zoom window. When you want to lower your hand, you can click the hand icon again and your hand will be lowered. When you are called upon to speak you simply click on the Mic icon. When done speaking please Mute your Microphone.
2. Via phone call using cellphone or landline: When the meeting begins, and they begin to discuss the item you wish to comment on, Press *9 to raise your hand. When you are called upon to speak, you will be prompted to unmute your mic, press *6 to unmute.



AGENDA SUMMARY REPORT

SUBJECT:Resolution 2022-01, To Continue Remote Teleconferenced Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

DEPARTMENT: Fire **PREPARED BY:** Stephanie Abba, Administrative Secretary

ATTACHMENTS:

1. Resolution 2022-01 FEC To Continue Teleconferencing Meetings

Summary: *Renewal*

AB 361 requires that the renewal of the resolution effecting the transition to the modified Brown Act requirements must be based on findings that the state of emergency declaration remains active, the local agency has thoughtfully reconsidered the circumstances of the state of emergency, and the local agency has either identified A) ongoing, direct impacts to the ability to meet safely in-person or B) active social distancing measures as directed by relevant state or local officials.

Pursuant to Assembly Bill 361 (AB361), which was signed into order on September 21, 2021, In order for the Fire Executive Committee to continue to conduct its meetings remotely, it must adopt a resolution indicating that a Gubernatorial state of Emergency exists and the FEC has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, Fire Executive Committee and staff. Attachment 1 "Resolution 2022-01" To continue Remote Teleconferenced Meetings due to the COVID-19 Pandemic.

Background:Following the Governor's declaration of a state of emergency in March 2020 due to COVID-19, The Fire Executive Committee (FEC) switched from in-person Committee meetings to fully remote FEC meetings. The transition was authorized by Executive Orders N-25-20, N-29-20, and N-35-20, which collectively modified requirements of the Ralph M. Brown Act, the State's local agency public meeting law. On June 11, 2021, the Governor issued Executive Order N-08-21 which rescinds the prior executive orders modifying the Brown Act effective September 30, 2021.

At this time, the Governor's Proclamation of a State of Emergency-COVID executed on March 4, 2020, remains in effect. Furthermore, the State Department of Public Health [website](#) "*recommends universal mask use/or indoor public settings, regardless of vaccination status.*"

Discussion:To provide the Committee with the greatest flexibility to conduct its business in a safe manner, the staff is recommending the Fire Executive Committee adopt "Resolution 2022-01 To continue Remote Teleconferenced Meetings due to the COVID-19 Pandemic.

Recommended Action:Adopt Resolution 2022-01; To Continue Remote Teleconferenced Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE:	
PREVIOUS CONTRACT/PURCHASE ORDER NO.:	
COORDINATED WITH:	Doug Hutchison, Fire Chief

RESOLUTION NO. 2022-01

RESOLUTION OF THE FIRE EXECUTIVE COMMITTEE IMPLEMENTING TELECONFERENCING REQUIREMENTS DURING A PROCLAIMED STATE OF EMERGENCY DUE TO THE COVID-19 PANDEMIC

WHEREAS:

1. The Fire Executive Committee (FEC) is committed to preserving and nurturing public access and participation in meetings of the (FEC); and
2. All meetings of Fire Executive Committee are open and public, as required by the Ralph M. Brown Act, so that any member of the public may attend, participate, and watch the Fire Executive Committee conduct its business;
3. The Brown Act allows for legislative bodies to hold meetings by teleconference, but imposes specific requirements for doing so; and
4. On March 17, 2020, in order to address the need for public meetings during the present public health emergency, i.e. the COVID-19 Pandemic, Governor Newsom issued Executive Order No. N-29-20, suspending the Act's teleconferencing requirements; and
5. On June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021; and
6. The State Legislature amended the Brown Act through Assembly Bill No. 361 (AB 361) on September 16, 2021; and
7. AB 361, codified in part at Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and
8. Such conditions now exist in the County of Mendocino, specifically, the Governor has proclaimed a state of emergency exists for the state of California due to the conditions caused by the COVID-19 pandemic and the impact on the health and safety of its residents; and
9. The Delta variant is highly transmissible in indoor spaces, the California Department of Public Health is currently investigating how long vaccine protection lasts, and the Center for Disease Control and Prevention recommends avoiding indoor spaces that do not offer fresh air from the outdoors;
10. Current County health orders impose or measures to promote social distancing due to health and safety concerns; and
11. In accordance with Assembly Bill 361, the Fire Executive Committee does hereby find that as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees, Staff, and the Fire Executive Committee desires to authorize continued remote teleconferenced meetings; and

12. As a consequence of the local emergency, the Fire Executive Committee does hereby find that it shall conduct its meetings without compliance with Government Code § 54953(b)(3), as authorized by § 54953(e), and that it shall comply with the requirements to provide the public with access to the meetings as prescribed in § 54953(e)(2); and
13. The Fire Executive Committee has taken measures to conduct public meetings via virtual tools that allow its members and members of the public to join and participate in meetings remotely and provide public testimony in the virtual environment and via teleconference.

NOW, THEREFORE, the Fire Executive Committee hereby finds, determines, declares, orders, and resolves as follows:

1. That the foregoing recitals are true and correct and incorporates them by this reference; and
2. The Governor of the State of California issued a Proclamation of State of Emergency, which remains in effect; and
3. The Fire Executive Committee has reconsidered the circumstances of the State of Emergency, and finds that:
 - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the Fire Executive Committee Board, the staff, and members of the public to meet safely in person; and
 - b. State and County officials continue to impose or recommend measures to promote social distancing.
4. The Fire Executive Committee is authorized to continue to take all steps and perform all actions necessary to execute and implement this Resolution in compliance with Government Code § 54953; and
5. This Resolution shall take effect immediately upon its adoption in accordance with Government Code section 54953(e)(3) to extend the time during which the Fire Executive Committee may continue to teleconference without compliance with paragraph (3) of subdivision (b) of § 54953(b)(3).

PASSED AND ADOPTED this 11th day of January, 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Jim O' Brown

Stephanie Abba, Clerk of the Board

**UKIAH VALLEY FIRE AUTHORITY
FIRE EXECUTIVE COMMITTEE MEETING
Special Meeting Minutes**

Meeting held Virtually: <https://global.gotomeeting.com/join/889222637>

November 10, 2021

4:00 p.m.

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

The Fire Executive Committee met for a Regular Meeting November 10, 2021 which was legally noticed on November 5, 2021. Chair Brown called the meeting to order at 4:11 p.m. Roll was taken with the following **Committee Members Present:** Members Jenifer Bazzani, Pete Bushby, Juan Orozco and Jim O' Brown. **Committee Members Absent:** None **Staff Present:** Doug Hutchison, Fire Chief; and Stephanie Abba, Clerk of the Board.

The Pledge of Allegiance was led by Chief Hutchison.

2. ANNOUNCEMENTS

No announcements given.

3. PUBLIC COMMENT

No public comment was received.

4. APPROVAL OF MINUTES

a. Approval of the Minutes for the May 15, 2021 a Special Meeting

Motion Bazzani/Bushby to approve the Minutes of May 15, 2021, as submitted. Motion **carried** by the following roll call votes: AYES: Cherry, Bushby, Orozco, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Approval of the Minutes for July 14, 2021, a Special Meeting.

Motion Bazzani/Bushby to approve the Minutes of July 14, 2021, as submitted. Motion **carried** by the following roll call votes: AYES: Cherry, Bushby, and Brown. NOES: None. ABSENT: None. ABSTAIN: Orozco.

5. UNFINISHED BUSINESS – DISCUSSION/ACTION

No Unfinished Business was Agendized.

6. NEW BUSINESS

a. Review and Approval of a New Governance Meeting schedule and Adoption of the Resolution for the Meeting Schedule.

Presenter: Doug Hutchison, Fire Chief

Motion Bazzani/Bushby to Approve the change of days and times for the Fire Executive Committee Meetings (FEC) from Wednesday's at 4:00 p.m. to Tuesday's at 5:00 p.m., and Adopt Resolution 2021-01, Establishing Regular Meeting Dates for the FEC. Motion **carried** by the following roll call votes: AYES: Bazzani, Bushby, Orozco, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

b. Adoption of Resolution 2021-02 Teleconferencing Requirements for the Commission Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Motion Bazzani/Bushby to Adopt Resolution 2021-02, Teleconferencing Requirements for the Commission Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic. Motion **carried** by the following roll call votes: AYES: Bazzani, Bushby, Orozco, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

7. CHIEF and VOLUNTEER'S REPORT

Presenter: Doug Hutchison, Fire Chief.

Chief Report Received.

No Volunteer Report was Received

8. CLOSED SESSION

No Closed Session was held.

9. ADJOURNMENT

There being no further business, the meeting adjourned at 4:28 p.m.

Stephanie Abba, Clerk of the Board

**UKIAH VALLEY FIRE AUTHORITY
FIRE EXECUTIVE COMMITTEE
Special Meeting Minutes
<https://zoom.us/j/92044541021>
December 13, 2021
4:00 p.m.**

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

The Fire Executive Committee met for a Special Re-Adjourned Meeting on December 13, 2021, from December 8, 2021, which was legally noticed on December 3, 2021. Chair Brown called the meeting to order at 4:04 p.m. Roll was taken with the following **Committee Members Present:** Members Jenifer Bazzani, Pete Bushby, Juan Orozco, and Chair Jim O. Brown. **Committee Members Absent:** None. **Staff Present:** Doug Hutchison, Fire Chief; Eric Singleton, Battalion Chief; Ian Broeske, Interim Fire Marshal; and Stephanie Abba, Clerk of the Board.

The Pledge of Allegiance was led by Member Pete Bushby

2. PUBLIC COMMENT

No public comment was received.

3. CONSENT CALENDAR

a. Adoption of Resolution 2021-03 Continued Teleconferencing Requirements for the Fire Executive Committee Meetings During a Proclaimed State of emergency Due to the COVID-19 Pandemic.

Motion Bazzani/Bushby to Adopt Resolution 2021-03 Continued Teleconferencing Requirements for the Fire Executive Committee Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic. Motion **carried** by the following roll call votes: AYES: Bazzani, Bushby, Orozco, and Brown. NOES: None. ABSENT: None. ABSTAIN: None.

4. ADJOURNMENT

There being no further business, the meeting adjourned at 4:08 p.m.

Stephanie Abba, Clerk of the Board