

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

AGENDA

To participate or view the virtual meeting, go to the following link: <https://zoom.us/j/92044541021>

Or you can call in using your telephone only:

- Dial Toll-Free: 1-833-548-0276 or 833-548-0282
- To Raise hand: enter *9
- To Speak after being recognized: enter * 6 to unmute yourself

Or One tap mobile (for easy connection on smartphones):

US: [+1669900912892044541021#](tel:+1669900912892044541021) or [+1346248779992044541021#](tel:+1346248779992044541021)

Alternatively, you may view the meeting (without participating) by clicking on the name of the meeting at www.cityofukiah.com/meetings.

February 8, 2022 - 5:00 PM

1. ROLL CALL AND PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENTS

- 2.a. Ukiah Valley Fire District Board Meeting on February 8, 2022 at 6:30 p.m.
- 2.b. The next FEC Meeting is on March 8, 2022, at 5:00 p.m.

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 2022-02, Continue Teleconferencing Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Recommended Action: Adopt Resolution 2022-02, To Continue Teleconferencing Meetings During a Proclaimed State of Emergency Due to the COVID-19 Pandemic.

Attachments:

- 1. 2022-02 Resolution to Continue Teleconferencing Meetings

5. NEW BUSINESS - DISCUSSION/ACTION

- 5.a. Appointment of Committee Chairperson for 2022

Recommended Action: Nominate and Appoint a Member of the Fire Executive Committee to serve as the Committee's Chairperson for 2022.

Attachments:

- 1. UVFD-UVFA Meeting & Appointment Schedule

6. 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; Ukiah Conference Center - 200 School Street; Ukiah, California, not less than 24 hours prior to the meeting set forth on this agenda.

Stephanie Abba, Clerk of the Board

Dated: February 4, 2022

RESOLUTION NO. 2022-02

RESOLUTION OF THE FIRE EXECUTIVE COMMITTEE TO CONTINUE TELECONFERENCING MEETINGS 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 continue to 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 8th day of February, 2022, by the following roll call vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Jim O' Brown

Stephanie Abba, Clerk of the Board



AGENDA SUMMARY REPORT

SUBJECT: Appointment of Committee Chairperson for 2022

DEPARTMENT: Fire

PREPARED BY: Stephanie Abba, Administrative Secretary

PRESENTER: Doug Hutchison, Fire Chief

ATTACHMENTS:

1. UVFD-UVFA Meeting & Appointment Schedule

Summary: The Agreement for Shared Management of Fire Departments (Ukiah Valley Fire Authority) specifies that the Fire Executive Committee shall hold at least one regular meeting each quarter. The Fire Executive Committee approved a New Governance Meeting Schedule on November 10, 2021. The FEC meets every other month beginning January 2022. A new Committee Chairperson is to be appointed at the beginning of each year.

Background: It has been agreed that a jointly operated Ukiah Valley fire service could maximize the use of existing resources, create cost containment opportunities, reduce duplication, maintain local control, and continue to deliver, fire, medical, and other emergency services at a high level of service. Duties of the Fire Executive Committee are identified in the Agreement for Shared Management of Fire Departments (Ukiah Valley Fire Authority) which includes regular meetings, every other month beginning in January. The approved Governance Meeting Schedule calls for the appointment of a committee Chairperson at its January meeting. (Attachment 7a 1)

Discussion: Nominate and Appoint a Member of the Fire Executive Committee to serve as the Committee's Chairperson for 2022.

Recommended Action: Nominate and Appoint a Member of the Fire Executive Committee to serve as the Committee's Chairperson for 2022.

BUDGET AMENDMENT REQUIRED: No

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE:

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH: DOUG HUTCHISON, FIRE CHIEF

Approved:

Doug Hutchison, Fire Chief

Ukiah Valley Fire District and Fire Executive Committee Governance Meeting Schedule

Ukiah Valley Fire District 2 nd Tuesday at 6:30 m (To be Determined)	UVFA Fire Executive Committee 2 nd Tuesday @ 5pm (Conference Center)	Joint UVFD/City Council to be announced (City Chambers)
	January (2 nd Tuesday @ 5pm) Appoint Committee Chairperson Mid-Year Budget Review/Adjustments Goals – Review/Set for Next FY Fleet/Facilities Review	
February (2 nd Tues @ 6:30pm) Measure “B” Annual Report Mitigation Fee Resolution	March (2 nd Tuesday @ 5pm)	
April (2 nd Tues @ 6:30pm)		
	May (2 nd Tuesday @ 5pm) Preliminary Budget/Cost Apportionment	
June (2 nd Tues @ 6:30pm) Preliminary Budget		June (tentative) Budget Approval
August (2 nd Tues @ 6:30pm) Final Budget	July (2 nd Tuesday @ 5pm)	
	September (2 nd Tuesday @ 5pm)	
October (2 nd Tues @ 6:30pm) Mitigation Fee Annual Report JPA Review		
	November (2 nd Tuesday @ 5pm) JPA Review	
December (2 nd Tues @ 6:30pm) Election of Officers		December (tentative) JPA Review Mid-Year Fiscal
Fire District Approved: 8/14/2019 Updated: 12/07/2021	Fire Executive Committee Approved: 5/8/19 Updated: 3/10/21 Updated: 11/10/21	