



UKIAH VALLEY FIRE DISTRICT

AGENDA

(to be held both at the physical and virtual locations below)

Ukiah Conference Center ♦ 200 South School Street ♦ Ukiah ♦ CA ♦ 95482

To participate, go to the following link: <https://zoom.us/j/97717635120>
To view the meeting (without participating), go to: <http://www.cityofukiah.com/meetings/>

December 13, 2022
6:30 PM

1. **CALL TO ORDER**

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

3. **ANNOUNCEMENTS**

No Announcements were received.

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

If you wish to speak on a matter that is not on this agenda that is within the subject matter jurisdiction of the Ukiah Valley Fire District Board, 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.

5. **APPROVAL OF MINUTES**

5.a. Approval of the Draft Minutes of October 11, 2022, a Regular Meeting

Recommended Action: Approve the Draft Minutes of October 11, 2022, a Regular Meeting

Attachments: None

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

6.a. Annual Organizational Meeting to Elect Board Officers for 2023 and Appoint a New Board Member to the Fire Executive Committee to fill the vacancy.

Recommended Action: Nominate and Elect Board Officers for 2023 for the Positions of Secretary/Treasurer, Vice President, and President, and Appoint a New Board Member to the Fire Executive Committee for a two-year term.

Attachments:

1. Board Policy 1006 - Board Meetings

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

No Unfinished Business was Agendized.

8. **COMMUNICATIONS RECEIVED AND FILED - INFORMATION**

No Communications were received.

9. **DIRECTOR'S REPORT**

10. **CHIEFS REPORTS**

11. **CLOSED SESSION**

- Closed Session may be held at any time during the meeting.

- *No Closed Session Scheduled.*

12. **ADJOURNMENT**

Please be advised that the Ukiah Valley Fire District complies with ADA requirements and 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. Materials related to an item on this Agenda submitted to the Ukiah Valley Fire District after distribution of the Agenda Packet are available for public inspection at the front counter at the Ukiah Valley Fire District Office, 1500 South State Street, Ukiah, CA 95482, during regular business hours Monday through Friday, 8:00 am to 4:00 pm.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted at the following location: Ukiah Valley Fire District Office - 1500 South State Street; Ukiah, California; and online not less than 72 hours prior to the meeting set forth on this agenda. To view the meeting, click on the name of the meeting at: www.cityofukiah.com/meetings.

Stephanie Abba, Clerk of the Board
Dated: December 8, 2022



AGENDA SUMMARY REPORT

SUBJECT: Annual Organizational Meeting to Elect Board Officers for 2023 and Appoint a New Board Member to the Fire Executive Committee to fill the vacancy.

DEPARTMENT: Fire

PREPARED BY: Stephanie Abba, Administrative Secretary

PRESENTER: Doug Hutchison, Fire Chief

ATTACHMENTS:

1. Board Policy 1006 - Board Meetings

Summary: The board members nominate and vote for who will be the Secretary/Treasurer; Vice President; and President as the last order of business at the December 13, 2022, Board Meeting. The President will then Appoint one new person to the Fire Executive Committee.

Background: 1006.30

Annual Organization Meeting: As the last order of business at the December meeting, the President shall preside over the election of Board Officers. The Board shall select one of its members as President, one of its members as Vice-President, and one of its members as Secretary. The newly selected President will appoint two members to the Fire Executive Committee (Standing Committee) if their term has expired. One member shall serve two years, and the other member shall serve four years. These terms shall be rotated so there shall always be a member who has been serving on the committee alongside a new board member.

Discussion: Discuss and vote for who will be the Secretary, Vice President, and the President of the Ukiah Valley Fire District Board. Discuss who wants to be on the Fire Executive Committee for the next 2 years.

Recommended Action: Nominate and Elect Board Officers for 2023 for the Positions of Secretary/Treasurer, Vice President, and President, and Appoint a New Board Member to the Fire Executive Committee for a two-year term.

BUDGET AMENDMENT REQUIRED:

CURRENT BUDGET AMOUNT:

PROPOSED BUDGET AMOUNT:

FINANCING SOURCE:

PREVIOUS CONTRACT/PURCHASE ORDER NO.:

COORDINATED WITH:

Approved:

Doug Hutchison, Fire Chief

UKIAH VALLEY FIRE DISTRICT

Policy Title: BOARD MEETINGS

Policy Number: 1006

1006.10

Regular meetings of the Board of Directors shall be held on the second Tuesday of February, April, June, August, October and December at 6:30 p.m. in the meeting room at 151 Laws Ave. (Willow Water District), Ukiah, California or via Teleconferencing.

1006.20

Public Notice of Board Meetings: All regular, special (non-emergency) meetings or special (emergency) meetings shall conform to the Ralph M. Brown Act (Government Code Sections 54950-54962).

1006.30

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Adoption Date: 3/10/92

Revision Date: 2/16/94

Revision Date: 3/08/94

Revision Date: 1/23/96

Revision Date: 5/9/18

Revision Date: 2/13/19

Revision Date: 8/14/19

Revision Date: 12/14/21