



**South Lake County Fire Protection District**  
— in cooperation with —  
**California Department of Forestry and Fire Protection**

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P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

**BOARD OF DIRECTORS REGULAR MEETING MINUTES**  
**Tuesday, November 19, 2024 at 7:00 p.m.**  
**Located at the Middletown Fire Station Board Room,**  
**21095 Highway 175, Middletown, CA 95461**

This regular meeting is for the purpose of discussing the following items:

1. President Comisky called meeting to order at 7:01 pm.
2. Chief Ryan led the Pledge of Allegiance
3. Present: Directors Rob Bostock, Madelyn Martinelli, Vice President Matthew Stephenson, and President Jim Comisky. Absent: Stephanie Cline. Also present: Chief Matt Ryan, Chief Paul Duncan, Battalion Chief Josh Lau, Office Technician Karin Collett, and Board Clerk Gloria Fong.
4. **Bostock/Martinelli motion** to approve agenda AYES: Bostock, Martinelli, Stephenson, Comisky. Absent: Cline. NOES: none. **MOTIONED CARRIED**
5. Citizens' Input: Any person may speak for three (3) minutes about any subject of concern provided it is within the jurisdiction of the Board of Directors and is not already on the today's agenda. Total period is not to exceed fifteen (15) minutes, unless extended at the discretion of the Board.

None

6. Communications:
  - 6.a. Fire Sirens: The amount they gave us was around \$85000 for the Wishlist items. They have the newer folks getting out there on social media which is helping a lot.
  - 6.b. Fire Safe Council: nothing to add
  - 6.c. Volunteer Association: Todd Fenk reports the OES went out on the 7<sup>th</sup> for a few days and now this week we are gearing up for a big storm. New recruits are going through Occu-Med for physicals and academy starts Jan 8.
  - 6.d. Chief's Report: In addition to his report, Chief Duncan reports rain event with up to 12" is coming. National Weather Service is putting out ominous warnings. Utility and or Type VI will be staffed up, and two swift water qualified people will be on duty.

Welcome to Joshua Lau, first Battalion Chief to be hired by South Lake County per the contract. He grew up in Yuba and now lives here in the district. He gave a quick background on himself and is very excited to be here.

- 6.e. Finance Report: As submitted with warrants.
- 6.f. Directors' activities report:

Martinelli – Did another transfer to the State of California

Stepheson – Gearing up for the storm

Bostock – No activity to report.

Comisky- Upcoming meetings for FIRMS board and for FDAC tomorrow in Sacramento for two days. Measure T passed with 27% against it. He voiced his concern and the need to gear up much earlier to let people know as much as we legally can get out there. It's how the district started with Prop 4 in early 80s and because the law only allows it to increase for four years, it must be voted on to continue the increase. He is completely irritated by Lake County Air Quality and their lack of performance and feels burning should have begun week ago when the unit declared the burn ban over. Chief Ryan adds he had conversation with them last week, where they reference an old resource code and won't budge.

## 7. Regular Items:

- 7.a. Inventory Software Program impact review. Placed on the agenda per July 2024 meeting minutes motion.

Operative IQ is a program launched over year ago to manage our fleet, vehicle maintenance, narcotics tracking etc. Initial cost was \$17,000 and renewal is \$13,600. Recommendation from staff is to get away from it and go to a different inventory program. Chief Avansino informed the Board Operative IQ is a large duplication of work for staff. It is also at no fault to Cpt. McCabe who put a lot of time and effort into this. We currently have processes in place and operative IQ is adding to that. FAE/Medic Dakota Parrott does a fantastic job and keeping track and maintain stock, and Operative IQ just adds another layer on top of what he is already doing. The biggest portion is there is a federal mandate that we have an electronic narc tracking was the biggest selling point, and we have not gotten to that point in our organization of implanting that. Based on those factors Chief Avansino's recommendation is to not renew and to find another program by next meeting or meeting after that could be a significantly lower cost.

Cpt McCabe informed the Board the only reason why this didn't succeed is because he did not have any backing. There were two people that were making this program not succeed, one of those we oddly just promoted. He went out on leave three months and come back, and the program is being taken over. The program is successful and working, and just needs to have everyone working on it. He did not get into the program to see it fail, but again he's not getting any support at the local level. The problem isn't the program it's the people using it.

Chief Duncan stated, it has been a lot of work for Andrew, and his efforts are appreciated, but he doesn't think we are getting the result for the investment.

**Martinelli / Stephenson Motion** to approve 7a as submitted. AYES: Stephenson, Martinelli, Comisky. Abstain: Bostock. Absent: Cline. NOES: none. **MOTIONED CARRIED.**

- 7.b. Consider and approve Resolution No. 2024-25-05, A Resolution Authorizing Application for Firefighter Property (FFP) Program in Accordance Under Title 10 United States Code , 2576b. Placed on the agenda by Chief Paul Duncan.

This is like the federal excess program that we already have some equipment under. This program is a little different in that the federal tracking for one year and then we have ownership of it.

**Stephenson / Martinelli Motion** to approve to approve 7b as submitted. AYES: Bostock, Martinelli, Stephenson, Comisky. Absent: Cline NOES: none. **MOTIONED CARRIED**

- 7.c. Consider and approve Memorandum of Agreement (MOA) Between South Lake County Fire Protection District (SLCFPD) and the Lake County Fire Protection District Pertaining to Assistance Provided Under the Emergency Management Mutual Aid EMMA) Plan. Placed on the agenda by SSA Fong.

This MOU is for reimbursement for about \$7000 for the Boyles fire. This is an after-incident resolution by them.

**Bostock/Martinelli motion** to approve 7c as submitted. AYES: Bostock, Martinelli, Stephenson, Comisky. Absent: Cline NOES: none. **MOTIONED CARRIED**

- 7.d. Consider and approve Resolution No. 2024-25-07, A Resolution Establishing and Appropriating Over-Realized / Unanticipated Revenues from South Lake County Fire Sirens. Placed on the agenda by SSA Gloria Fong.

**Stephenson/Martinelli motion** to approve 7d as submitted. AYES: Bostock, Martinelli, Stephenson, Comisky. Absent: Cline NOES: none. **MOTIONED CARRIED**

- 7.e. Declare 2003 Dodge Utility Vehicle and (2) Physio Lifepak 15 Heart Monitor Surplus and authorize Fire Chief, or designee to sell at public auction. Placed on the agenda by SSA Gloria Fong.

Chief Duncan informed the Board that these are extras and are being sold to reduce our inventory.

**Bostock/Stephenson motion** to approve 7e as submitted AYES: Bostock, Martinelli, Stephenson, Comisky. Absent: Cline NOES: none. **MOTIONED CARRIED**

- 7.f. Consider and approve purchase of replacement of portable radios, and Resolution No. 2024-25-08, A Resolution Appropriating Contingencies for its purchase. Placed on the agenda by Chief Duncan.

Current portable radios are commander radios, and they are a decade out of date and out of compliance. They don't make them anymore or even parts. We need 32 radios to stay current. These will be on the equipment not for a person. Comisky would like to see items of this cost spread-out over time in more than one budget year and absolutely knows we must be compliant.

**Stephenson/Bostock motion** to approve 7f as written AYES: Bostock, Martinelli, Stephenson, Comisky Absent: Cline NOES: none. **MOTIONED CARRIED**

- 7.g. Board President tasks Equipment and Facilities Committee with specification and needs assessment to replace Water Tender 6011 and to return a recommendation to the Board at the next meeting.

8. Consent Calendar Items: (Approval of consent calendar items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any Board member may request that an item be removed from the consent calendar for discussion later.)

8.a. October 15, 2024 - Regular Meeting Minutes

8.b. Warrants – October

8.c. Budget Transfer

Two checks to add, Action Sanitary and Archilogix and changes total to \$165,255.41

**Bostock/Stephenson motion** to approve with changes. AYES: Bostock, Martinelli, Stephenson, Comisky. Absent: Cline NOES: none. **MOTIONED CARRIED**

9. **Martinelli/Bostock motion** to adjourn meeting at 7:45 pm. All members in attendance are in favor of adjournment.

Respectfully submitted by  
Karin Collett Office Technician

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*Karin Collett*  
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READ AND APPROVED BY  
Jim Comisky, President – Board of Directors

Signed by:  
*Matthew Stephenson*  
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