

**NORTH CENTRAL FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING
THURSDAY, MARCH 26, 2020
5:30 P.M.
MINUTES**

Per Executive Order N-25-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically," this Regular Meeting will be held via conference call and can be accessed as follows:

Please call: (559) 878-4578. Follow all prompts. To access the call you will need to enter the security code 1111. The public may participate in the meeting as otherwise permitted under the Brown Act by calling into that same number.

1. CALL TO ORDER

District Board Chair Mr. Ken Abrahamian called the meeting to order at 5:34 p.m.

Roll Call

Board Members Present: Mrs. Cheryl Belluomini, Mr. Michael Foglio, Mr. Rusty Nonini, Ms. Amanda Souza and Mr. Abrahamian.

Also present were Fire Chief Tim Henry, Mr. Ken Price and Mr. Joe Barcelos.

2. INVOCATION AND FLAG SALUTE

The invocation was led by Pastor David Moore. There was no flag salute because the meeting was held telephonically.

3. PUBLIC COMMENTS

There were no public comments

4. CONSENT AGENDA

A. Consideration and Approval of Disbursements List for February 2020

B. Review and Acceptance of Monthly Financial Reports

- 1) District Cash Balances Report – All Funds**
- 2) Budget Variance Report: YTD Expenses Compared to Budget**
- 3) Revenue and Reimbursement Report**
- 4) PG&E Report**

Mr. Abrahamian asked the District Board and members of the public if there were any items on the Consent Agenda they would like to pull from the agenda for discussion or questions. There were no items pulled so Mr. Abrahamian called for a motion.

Motion: To approve the Consent Agenda as presented.

Moved by: Mrs. Belluomini, second by Mr. Foglio

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Aye Aye Aye Aye Aye 5/0

5. APPROVAL OF MINUTES

A) Minutes of the Regular Board Meeting of February 27, 2020.

There were no questions or comments

Motion: To approve the minutes of the Regular Board Meeting of February 27, 2020 as presented.

Moved by: Mrs. Belluomini, second by Ms. Souza.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Aye Aye Aye Aye Aye 5/0

B) Minutes of the Special Board Meeting of March 17, 2020.

Motion: To approve the minutes of the Special Board Meeting of March 17, 2020 as presented.

Moved by: Mr. Nonini, second by Mr. Foglio.

Mr. Abrahamian: Mrs. Belluomini: Mr. Foglio: Mr. Nonini: Ms. Souza: Vote:
Aye Aye Aye Aye Aye 5/0

6. FIRE CHIEF REPORT

A) Fire Incident Fire/Prevention Reports for February

Chief Henry stated Board Members should have received the fire incident and prevention reports by email a few days ago and a summary report is in your board packet. He asked the District Board if they had any questions or comments on the reports. There were no questions or comments.

B) COVID-19 Update

Chief Henry stated as you are aware, we have been working daily literally seven days a week to make sure we stay current with what's happening with COVID-19. We are tapping in on the State and Federal level as well as the impacts to the County response and response to all agencies. We have been working with and meeting with the City of Kerman's staff and department heads as well as Kerman Unified School District and their emergency response team and Superintendent.

We have been developing plans in response to the impacts of COVID-19 in two phases. Phase one is the fact that the schools have been released and how that impacts the parents that have to be at home with their kids. We are managing this locally with our staff and the impact of having to provide child care and stay within the Family Medical Leave Act.

The second part of this is how does the District respond to the what ifs. What if we see the virus outbreak here locally within the County we are seeing in other counties in California or what is happening in the state of New York.

As a district we have established four levels of threat and were operating under the first level based on the fact that there are known cases of COVID-19 in Fresno County. This first level put into place things we talked about at the Special Board Meeting that provided protection to our folks as well as the public. Now that there is community spread of the virus documented by the County Health Department, we moved into level two over the weekend.

Level two provides additional restrictions for our folks as well as closing headquarters and the part of each station opened to the public. Our fire stations have been closed to the public for tours and all other types of interactions with the public with the exception of helping someone with an emergency. Signs have been posted on the doors of all District stations advising the public to ring the doorbell or dial 911 or both depending on their need for coming to the station. We also have limited our non-essential travel for our fire apparatus to the public unless they are going to calls essential to operations. The other thing we began was the staffing of our patrol unit with two firefighters that are responding to all of our medical aids as their first in district. The staffing for the patrol unit is 2-0 or two persons reducing exposure to the engine company and contamination.

Level three will actually have the additional items that we have preplanned in the event one or more of our personnel test positive for COVID-19 which will restrict staffing levels as well. Level four threat is based on if 20-25 percent of our personnel are off based on quarantines.

This is what we have planned as a District for COVID-19. We were updated by the County about an hour ago and receive updates several times a day. The County is diligently working to improve their testing process and the speed in how the test results are provided. This is where we are as a District with COVID-19. Do any of the Board Members have any questions about COVID-19 or the District's response to it. There were no questions or comments.

C) Statement of Economic Interests Form 700 due Wednesday, April 1st

Chief Henry reminded the District Board their Statement of Economic Interest Form 700 is due Wednesday, April 1st.

7. RESOLUTION NO. 20-04 WEED ABATEMENT

A) Action item – Consider and adopt Resolution No. 20-04 establishing the existence of a public nuisance within the District and to set the public hearing dates.

Mr. Barcelos stated this resolution is the annual resolution we adopt at the beginning of the weed abatement season each year establishing a public nuisance exists and schedules the public hearing dates.

There were no questions or comments so Mr. Abrahamian called for a motion.

Motion: To adopt Resolution No. 20-04 to establish the existence of a public nuisance within the North Central Fire District and to set the public hearing dates to May 28, 2020, June 25, 2020, and July 23, 2020, at 5:30 p.m.

Moved by: Mrs. Belluomini, second by Ms. Souza.

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| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

8. RADIO COMMUNICATIONS EQUIPMENT PROPOSAL FROM NOKIA TO UPGRADE EQUIPMENT AND SOFTWARE AND RENEW TECHNICAL SUPPORT AND MAINTENANCE AGREEMENT

A) Action item – Consider and approve the proposal from Nokia to upgrade the District’s radio communication equipment and software, and renew the District’s technical support and maintenance agreement.

Chief Henry stated in January the District received notification from Nokia which has bought out Alcatel-Lucent. Alcatel-Lucent is the company that created the District’s tower communications microwave system. Nokia notified the District that our tower communication equipment is near end of life and should be upgraded.

Chief Henry provided an update for the Board Members that may not be familiar with the District’s microwave system. The district owns and operates a microwave system that goes from the Tranquillity Tower at Tranquillity High School back to the Kerman Fire Station then to the Biola Fire Station, and from the Biola Fire Station to the County Plaza Building. The District also has a microwave coming off of Owens Mountain which is our transmitter site that transmits down to the City of Kerman system which then connects to our radio system which is a shared system from there.

All this equipment used in the District’s microwave system was actually deployed from the Urban Area Secured Initiative (UASI) 2004 grant which took two to four years to get all in place. The microwave system actually hauls all of our data and radio traffic throughout the District networks. As an example, all of our radio receivers are in Tranquillity and as we listen to our portable radios, it then goes back to the dispatch center and then from the dispatch center to the transmitters. In Kerman we have all of our servers, our connection to the outside world when it comes to internet as well as the County Plaza Building so in the event that one of our lines are down in Kerman, we have backup at the Plaza Building and it uses the microwave to transmit all of our IP phone lines from all of our fire stations back through this system. It has all of our internet connections, all of our computer aided dispatch (CAD) system, our radios, all of it is dependent on the microwave system.

Nokia has notified the District our microwave equipment I just described is at end of life. Some of the equipment is already at the end of life and the rest is all coming to end of life soon. We have two proposals from Nokia before you tonight. The first proposal is for a total replacement of all of the equipment, radios, microwaves

and the entire system and also to provide a 5-year warranty for those products for \$603,516.

The second proposal is to replace some of the equipment which are the routers, switches, and the software which is out of date. If the District does nothing right now to upgrade this equipment, Nokia can only extend our current warranty and maintenance agreement that expires the end of March for nine more months to December 31, 2020. The second proposal includes replacing the routers, switches, software and hardware for a total of \$129,883. The majority of the \$600,000 cost in the first proposal is for the microwave dishes themselves and all of the wiring, components and installation of the dishes. The \$129,883 in the second proposal is basically a stop gap to something we are going to have to do in the near future because the dishes themselves are also going out of life to the point where Nokia doesn't have parts or will no longer service them.

The warranty, maintenance and support package that Nokia offers the District as an emergency provider is they guarantee they will be on scene within twenty-four (24) hours of a breakdown and have all the parts necessary on hand within that twenty-four (24) hours to the service provider to get it up and running. If the District does not have a warranty in place and a breakdown occurs, the District has no guarantee of having someone respond to repair the system in a time frame acceptable and our data lines would be down for that period of time. Chief Henry asked the District Board to consider approving one of the proposals and asked if they had any questions.

Chief Henry was asked to go over the different components in each proposal again and answered a question about the warranty and maintenance agreement. There were a few questions and concerns about the cost going up if the District waits to replace some of the equipment. After all the questions were answered and the concerns addressed, it was the consensus of the District Board to go with proposal one to replace all the equipment and renew the warranty so Mr. Abrahamian called for a motion.

Motion: To approve the first proposal from Nokia to upgrade all of the District's radio communication equipment and software and renew the technical support and maintenance agreement.

Moved by: Mr. Nonini, second by Ms. Souza.

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| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

9. MEMORANDUM OF UNDERSTANDING (MOU) WITH THE CITY OF KERMAN TO COORDINATE A PROGRAM OF EMERGENCY RESPONSE AND RELIEF EFFORTS IN COOPERATION WITH THE CITY OF KERMAN

A) Action item – Consider and approve the MOU with the City of Kerman to coordinate emergency response and relief efforts in cooperation with the City of Kerman.

Chief Henry stated this memorandum was originally signed and put in place in 2008 between the District and the City of Kerman. It was also incorporated as an amendment to the service agreement with the City of Fresno.

The agreement provides for both parties to work together to establish an emergency operating center (EOC). In the last agreement, the District's board room was to be established as the EOC, and then we, the district would be conducting annual tabletop exercises and training for EOCs.

As the City of Kerman established their state of emergency just like the District did a few weeks ago, the City realized this MOU had expired. Chief Henry stated he updated the agreement and sent it to Mr. Price for review and to make sure it meets current needs. The updated agreement was then sent to Kerman's City Manager which then provided it to the City Attorney and she approved it to form. The Kerman City Council placed it on their agenda last night and the City Council approved it unanimously waiting for the District Board to also approve it and authorize execution of the MOU.

Chief Henry asked if there were any questions and asked Mr. Price if he had any comments. Mr. Price stated he is satisfied with the agreement, I think it turned out well. Mr. Price was asked what the differences are from the last agreement. Mr. Price replied it is actually relatively similar, we have the city designated to be the coordinating agency for response and relief effort. The way it was mapped before it was actually the District being the coordinating entity but because the City has police powers and has a greater degree of control over emergency response, we thought it would be better for the City to be the coordinating entity. There were no more questions so Mr. Abrahamian called for a motion.

Motion: To approve the MOU with the City of Kerman to coordinate emergency response and relief efforts in cooperation with the City of Kerman and authorize District Board Chair to execute the MOU.

Moved by: Mrs. Belluomini, second by Mr. Foglio.

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| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

10. BOARD MEMBER COMMENTS/REPORTS

There were two questions about Form 700 that Mr. Barcelos answered.

11. ANNOUNCEMENTS

A) Next Regular Board Meeting: Thursday, April 23, 2020 at 5:30 p.m.

12. CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

TITLE: FIRE CHIEF

Report from Closed Session: There was nothing to report from the closed session.

13. ADJOURNMENT

Motion: To adjourn the meeting at 7:06 p.m.

Moved by: Mrs. Belluomini, second by Mr. Nonini.

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| Mr. Abrahamian: | Mrs. Belluomini: | Mr. Foglio: | Mr. Nonini: | Ms. Souza: | Vote: |
| Aye | Aye | Aye | Aye | Aye | 5/0 |

Amanda Souza, Board Secretary
North Central Fire Protection District

Date