

**COASTSIDE FIRE PROTECTION DISTRICT BOARD OF DIRECTORS  
SPECIAL BOARD MEETING**

**December 14, 2022  
4:00 p.m.**

**Note: This is a hybrid meeting, attendance is possible both in person and virtually.**

**LOCATION**

Fire Station 40, 1191 Main Street, Half Moon Bay, CA 94019  
and

PURSUANT TO COASTSIDE FIRE PROTECTION DISTRICT RESOLUTION NO. 2022-18, BOARD MEETINGS WILL BE HELD AS HYBRID MEETINGS WITH THE OPTION TO ATTEND BY TELECONFERENCE/VIDEO CONFERENCE OR IN PERSON. MEMBERS OF THE PUBLIC THAT WISH TO ATTEND AND/OR PARTICIPATE IN A MEETING MAY DO SO IN PERSON OR BY JOINING THE ZOOM MEETING <https://us02web.zoom.us/j/87418487303>. PUBLIC COMMENTS WILL BE ACCEPTED BOTH IN PERSON AND VIA ZOOM MEETING. ANY EMAILS SENT TO [jonathan.cox@fire.ca.gov](mailto:jonathan.cox@fire.ca.gov) WILL BE PROVIDED TO THE BOARD PRIOR TO THE MEETING.

IN THE EVENT THAT ANY MEMBER OF THE BOARD PARTICIPATES IN A MEETING BY TELECONFERENCE OR VIDEO CONFERENCE, PURSUANT TO THE RALPH M. BROWN ACT, GOVERNMENT CODE SECTION 54953, ALL VOTES OF THE BOARD SHALL BE BY ROLL CALL.

Join Zoom Meeting Online at:

<https://us02web.zoom.us/j/87418487303>

Join Zoom Meeting By Phone at:

+1 (669) 900-6833

Meeting ID: 874 1848 7303

Any request for reasonable accommodation should be addressed to Michele Ortiz at [mortiz@coastsidefire.org](mailto:mortiz@coastsidefire.org)

**AGENDA (Tab #1)**

1. **OPEN SESSION** – 4:00 pm
2. **ROLL CALL**  
President Burke, Vice President Cockrell, Director MacKimmie, Director Stockman, Director Sherrill
3. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENT**
5. **CONSENT CALENDAR**
  - A. [Approval of Vendor Checks #52276 – 52360 in the amount of \\$326,576.60 dated November 1, 2022 to November 30, 2022.](#)
  - B. [Approval of Payroll Checks #21220 -21223 & DD in the amount of \\$773.45 dated November 1 to November 30, 2022 \(pay period 10/2022.\)](#)
  - C. [Direct Deposit of Federal, State & Hospital Taxes in the amount of \\$128.15, dated November 1 to November 30, 2022 \(pay period 10/2022.\)](#)

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**6. CEREMONIAL**

- A. Oath of Office for Board Members Gary Burke, Cynthia Sherrill and Patrick Hanna – Chief Armstrong

**7. NEW BUSINESS**

- A. Election of Board Officers – Dir. Burke  
B. Selection of Board Committee Members – Board President  
C. Selection of California Special District Association Liaison – Board President  
D. Selection of ALS / JPA Liaison – Board President  
E. Selection of Emergency Preparedness Liaison – Board President  
F. Selection of CERT Liaison – Board President  
G. Resolution finding that meetings of the Board of Directors via Teleconferencing protect against the ongoing and imminent Health and Safety Risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Sections 54953(e) – Chief Cox ([Tab #2](#))  
1. Motion to Adopt Resolution No. 2022-68; Resolution of the Coastside Fire Protection District Board of Directors finding that meetings of the Board of Directors via hybrid format protects against the ongoing and imminent health and safety risks posed by Covid-19 and determining that all such meetings will continue to be held in hybrid format to allow attendance in person or remotely pursuant to California Government Code Section 54953(e)  
H. Review, Discuss, and provide Direction on Planning for Return to In-Person Board Meetings – Attorney Savaree ([Tab # 3](#))  
I. Review, Discuss and Approve Amending the Statement of Investment Policy - Chief Cox ([Tab # 4](#))  
1. Motion to Adopt Resolution No. 2022-70; Resolution of the Board of Directors of the Coastside Fire Protection District Amending the Statement of Investment Policy  
J. Review, Discuss and Approve the Surplus of Old Items - Chief Cox ([Tab # 5](#))  
K. Review, Discuss and Approve Resolution of the Coastside Fire Protection District Board of Directors Authorizing the District to Invite Bids for the Station No. 40 New Fencing Project – Chief Cox ([Tab # 6](#))  
1. Motion to Adopt Resolution No. 2022-69; Resolution of the Coastside Fire Protection District Board of Directors Authorizing the District to Invite Bids for the Station No. 40 New Fencing Project  
L. Proclamation Board Director Steve Stockman – Chief Cox ([Tab # 7](#))  
M. Review, Discuss and Approve updated CFPD Volunteer Firefighter Handbook – Chief Cox ([Tab # 8](#))  
N. Review and Discuss proposed Paramedic Training Program – Chief Armstrong ([Tab # 9](#))

**8. BOARD OF DIRECTORS AND CHIEFS' REPORTS**

- A. Finance Committee Report – Dir. Burke, Dir. Cockrell ([Tab # 10](#))
- [FY22-23 October Revenue](#)
  - [FY22-23 October Expenses](#)
  - [FY22-23 October Reserve/Assets](#)
- B. Volunteer Committee Report – Dir. Cockrell  
C. Land and Structures Committee Report - Dir. Cockrell, Dir. MacKimmie  
D. Vegetation Management Committee Report – Dir. Stockman, Dir. Sherrill  
E. Special Districts Association (SMCO Chapter) Liaison Report - Dir. Burke  
F. ALS JPA Liaison Report– Dir. Burke

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- G. Emergency Preparedness Liaison Report – Department of Emergency Management
- H. CERT Liaison Report – Dir. Sherrill
- I. Attorney’s Report – Attorney Jean Savaree
- J. Fire Marshal’s Report – Chief Silva
- K. Fire Chief’s Report - Chief Cox (**Tab # 11**)
  - [October Statistics](#)
  - [PARS Monthly Statement for 10/1/2022 to 10/31/2022](#)

**9. CORRESPONDENCE (Tab # 12)**

**10. ADJOURNMENT**

Note: Any writings or documents provided to a majority of the Board regarding any item on this agenda will be made available for public inspection at the Administration Office front counter located at 1191 Main Street, Half Moon Bay, California, during normal business hours.

Oral Communications Procedures: This portion of the meeting has been allocated for public comments concerning items on the agenda for this meeting. If a member of the public wishes to defer comment until the item comes up on the agenda, the Board should be so advised during Oral Communications. In such event, the Board may permit public comment to be taken following the staff presentation of the item. The amount of time allotted for public comment shall be subject to reasonable limitations established by the Board.

Access for the Disabled

Board Meetings are accessible to people with disabilities. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting; or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact the Fire Chief at least 1 working day before the meeting at phone number (650) 726-5213. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it.

**Jonathan Cox, Deputy Chief**

Posted: December 9, 2022