



AMERICAN CANYON FIRE PROTECTION DISTRICT BOARD MEETING

AGENDA

City Hall - Council Chambers
4381 Broadway, Ste. 201, American Canyon

August 22, 2023

6:30 PM

Chair: Leon Garcia
Vice Chair: Pierre Washington
Board Members: Mariam Aboudamous, Mark Joseph, David Oro

Amended Agenda

The agenda has been amended:

Board Member Oro will be participating via telephone for Closed Session

Location: 1527 Polk St.

Napa, Ca 94559

American Canyon Fire District Board meetings will be conducted at City Hall, 4381 Broadway, Suite 201. This meeting is also available via Zoom Teleconferencing as a convenience for public participation. Should technical issues with Zoom occur, please select another viewing option, such as a live broadcast to residents on Napa Valley TV [here](#) and on YouTube [here](#).

PUBLIC PARTICIPATION

You may submit public comments for any Agenda Item, Non-Agenda Item or make general public comments by one of the following methods:

Written comments, Via eComments: Please submit written comments through the eComments link located on the Meetings & Agendas page of our website [here](#). Comments received before the 3:00 p.m. day-of-meeting cutoff time will be routed to all Board Members at that time. eComments will remain open throughout the meeting, and all comments received will be posted online and become part of the meeting record.

Oral comments, during the meeting: A Zoom Meeting has been established for public participation during the meeting related to a specific agenda item, or matters not on the agenda. To give your public comment via Zoom, connect via the Zoom link below and use the "raise your hand" tool or call into the zoom meeting at 1669-900-6833. To avoid confusion, all hands raised outside of Public comment periods will be lowered.

Zoom Meeting Link: [Click here](#)

Meeting ID: 862 1469 2760 **Passcode:** 679117

The above-identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act. For more information, please call the Office of the Fire Executive Assistant at (707) 551-0653 or email [here](#).

AGENDA MATERIALS: Board agenda materials are published 72 hours prior to the meeting and are available to the public via the City's website at www.cityofamericancanyon.org.

AMERICANS WITH DISABILITIES ACT: The Board of Directors will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to Fire Executive Assistant at 911 Donaldson Way E., American Canyon, CA 94503 or by email [here](#). Include your name, address, phone number and brief description of the requested materials, as well as your preferred alternative format or auxiliary aid, at least three calendar days before the meeting.

5:30 P.M. CLOSED SESSION

- 1. Matters Relating to Public Employment - Pursuant to Government Code Section 54957 (b).
Position: Staffing Personnel Matter.
One Matter; and**
- 2. Conference with Legal Counsel - Potential Litigation.
Pursuant to Government Code Section 54956.9 (d)(2).
One Matter**

PUBLIC ADDRESS-CLOSED SESSION ITEMS

The Chairman will call the meeting to order and conduct role call. The Board of Directors will immediately convene into Closed Session after hearing any public comment on items agendized for Closed Session consideration. At 6:30 p.m. the Board of Directors will reconvene into Open Session and then resume Closed Session at the end of the meeting to address outstanding items, if necessary.

6:30 P.M. OPEN SESSION - REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

PROCLAMATIONS AND PRESENTATIONS

PUBLIC COMMENT

This time is reserved for members of the public to address the American Canyon Fire Protection District Board on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the American Canyon Fire Protection District Board. It is recommended that speakers limit their comments to 3 minutes each and it is requested

that no comments be made during this period on items on the Agenda. Members of the public wishing to address the American Canyon Fire Protection District Board on items on the Agenda should comment via email prior to the start of the meeting. The American Canyon Fire Protection District Board is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the American Canyon Fire Protection Board does not respond to public comment at this time. Speakers are asked to please speak clearly, and provide their name. Any handouts for distribution to the American Canyon Fire Protection District Board must be emailed by 3:00 p.m. on meeting day.

AGENDA CHANGES

The Chair/Board of Directors may change the order of the Agenda or request discussion of a Consent Item. A member of Public may request discussions of a Consent Item by completing a Speaker's Card and presenting it to the Fire Executive Assistant prior to Public Comment.

CONSENT CALENDAR

3. **Minutes of the Fire District Board Meeting of July 25, 2023.**
Recommendation: Approve the Minutes of the Fire District Board Meeting of July 25, 2023.
4. **Report Upon Return from Closed Session: July 25, 2023.**
Recommendation: Approve the Report Upon Return from Closed Session July 25, 2023.
5. **Purchase for required software updates to 19 APX8000XE FLASHPORT Radios**
Recommendation: Adopt Resolution 2023-24 authorizing the purchase for required software updates to 19 APX8000XE FLASHPORT Radios in the amount of \$32, 117.26.

PUBLIC HEARINGS

None

BUSINESS

None

FIRE CHIEF ORAL REPORT

CHAIR/BOARD COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS

The Chair and Board of Directors may comment on matters of public concern and announce matters of public interest; no collective Board action will be taken.

ADJOURNMENT

CERTIFICATION

I, Geoff Belyea, District Fire Chief, do hereby declare that the foregoing Agenda of the American Canyon Fire District Board was posted in compliance with the Brown Act prior to the meeting date.

Geoff Belyea, Fire District Chief

American Canyon Fire Protection District
Board Meeting
ACTION MINUTES
July 25, 2023

6:30 P.M. OPEN SESSION

CALL TO ORDER

Chair Garcia called the Meeting to Order at 6:30 p.m.

PLEDGE OF ALLEGIANCE

Chair Garcia led the Pledge of Allegiance

ROLL CALL

Present: Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia

Absent: None

Excused: None

REPORT ON CLOSED SESSION/CONFIRMATION OF REPORTABLE ACTION

District Counsel, William D. Ross, provided an oral report on Closed Session. The Board convened in Open Session 5:32 p.m. and adjourned into Closed Session. After ascertaining that there were no public comments on the matters agendized and after authorizing by a unanimous vote for the addition of one matter of existing litigation. Closed Session was concluded at 6:21 p.m. With respect to the matters considered in Closed Session, a written report will be provided consistent with the provisions of Government Code Section 54957.1.

PROCLAMATIONS AND PRESENTATIONS

3. [American Canyon Community Emergency Response Team \(CERT\) Program Update and Presentation from Powell Helems.](#)

Action: Received an update and presentation on the American Canyon Community Emergency Response Team (CERT) from Powell Helems.

Public Comment

Chair Garcia called for public comments. Written comments: none. Oral Comments: none. The public comments period was closed.

AGENDA CHANGES

None

CONSENT CALENDAR

Action: Motion to approve CONSENT CALENDAR made by Board Member Board Member Oro, seconded by Board Member Joseph, and CARRIED by roll call vote.

Ayes: Board Members Mariam Aboudamous, Mark Joseph, David Oro, Vice-Chair Pierre Washington, and Chair Garcia

Nays: None

Abstain: None

Absent: None

Excused: None

4. Minutes of Fire District Board Meeting of June 27, 2023.

Action: Approved the Minutes of the Fire District Board Meeting of June 27, 2023.

PUBLIC HEARINGS

None

FIRE CHIEF ORAL REPORT

Chief Belyea thanked Powell Helems for the presentation and for the service of the CERT members.

Chief reported on the grants the District applied for:

- Office of Traffic Safety: 4 sets of extrication equipment (Jaws of Life): \$246,000
- FEMA, Assistance to Firefighters: 2 sets of Lucas Devices, including maintenance plans: \$53,000
- Department of Boating and Waterways: Shallow bottom Boat with Navigation Equipment and Trailer: \$40,000
- California Fire Foundation: 9 sets of Wildland PPE: \$25,000
- Gary Sinse Foundation: 9 sets of Structural PPE: \$35,000
- Firehouse Subs Foundation: 9 sets of Structural PPE: \$35,000

Total amount submitted: \$428,000

In addition to the \$250,000 in grants we received for the hand-held communication.

Chief recognized Laura Provencher for spearheading all the grants.

Chief provided an explanation of the importance of having paramedics and the impact they have in saving lives with the addition of the Lucas Device. CPR is the key to success of saving lives and increases survival rate of the patients. The ALS program began in 2014.

Last week our crews responded to a significant vehicle accident on American Canyon Road and Silver Oak. It was determined that four patients needed medical attention and three ambulances were used to transport the patients to the hospital. Napa County protocol states that if three or more ambulances are used during an incident, the incident is declared a multi casualty incident. The benefit of having a second engine company and a chief officer on scene had significant positive impact. The crews had to use the "Jaws of Life" to extricate the door off the vehicle to get the patient out. The first ambulance was on scene within 8 minutes and started transporting the patients. The District had three paramedics on duty that day, one of the paramedics was designated as the medical group supervisor, who coordinated with the Queen of the Valley Hospital. Chief expressed how well the crew performed during this incident. Chief Belyea expressed his sincere gratitude to the Board of Directors for their previous decisions regarding staffing the second engine and providing Chief coverage. These decisions played a pivotal role in the successful outcome of the recent incident. The benefits of these measures were evident during the call, and their implementation undoubtedly contributed to the positive results. Chief Belyea thanked the Board for their foresight and support in making these crucial decisions.

Chief Belyea attended the State Health Sub-Committee Hearings on behalf of the Fire District Association of California.

Chief Belyea attended the Board of Supervisors Meeting last week. He reported that the Board of Supervisors unanimously approved a resolution implementing the Fire Capital Facilities Fee for the unincorporated portions of the Fire District.

Chief Belyea met with Justin Lester, Pastor of the Friendship Baptist Church in Vallejo.

Station 211 will be relocating the crews to Station 11 on August 8, 9, and 10th to repair the flooring.

Chief recognized Laura Provencher and her family for restoring Franny, a remote-control fire engine. Franny made her debut at the July 4th parade. As of today, Franny has received 219,433 likes in social media.

CHAIR/BOARD COMMENTS, COMMITTEE REPORTS, AND FUTURE AGENDA ITEMS

None

ADJOURNMENT

Meeting was adjourned at 7:11 p.m.

CERTIFICATION

Geoff Belyea,
District Fire Chief/District Clerk

William D. Ross
David Schwarz
Kypros G. Hostetter

Law Offices of
William D. Ross
400 Lambert Avenue
Palo Alto, California 94306
Telephone: (650) 843-8080
Facsimile: (650) 843-8093

Los Angeles Office:

11420 Santa Monica Blvd
#25532
Los Angeles, CA 90025

File No: 199/3

July 28, 2023

VIA E-MAIL

The Honorable Leon Garcia, Chair
and Members of the Board of Directors
American Canyon Fire Protection District
911 Donaldson Way E.
American Canyon, CA 94503

Re: Report Upon Return from Closed Session; Regular Virtual Meeting of the
American Canyon Fire Protection District Board of Directors; July 25, 2023

Dear Chair Garcia and Members of the Board of Directors:

This communication sets forth reportable action, if any, of the Board of Directors (“Board”) of the American Canyon Fire Protection District (“District”), consistent with provisions of the Ralph M. Brown Opening Meeting Act (Government Code Section 54950, *et seq.*) resulting from the Closed Session of the July 25, 2023 Virtual Regular Meeting, consistent with Government Code Section 54957.1.

After convening in Open Session at 5:32 p.m. and ascertaining that there were no public comments on Closed Session matters and after adding a third matter to the Agenda based on a recommendation from District Counsel (5-0) with respect to existing litigation concerning the matter of *Denise Lynn Sanchez v. Glen Weeks, the American Canyon Fire Protection District et al*, Napa Superior Court Case No. 21CV000455, your Board then adjourned to Closed Session at 5:32 p.m.

There were three matters agendized for District Closed Session consideration.

1. Conference with Legal Counsel – Anticipated Litigation
Pursuant to Government Code Section 54956.9(d)(2)
Three Matters
2. Matters Relating to Public Employment – Pursuant to Government Code Section 54957(b)
Position: Staffing Personnel Matters

The Honorable Leon Garcia, Chair
and Members of the Fire District Board of Directors
July 28, 2023
Page 2

3. Conference with Legal Counsel – Existing Litigation
Authorized Pursuant to Government Code Section 54956.9(d)(1)
Denise Lynn Sanchez v. Glen Weeks, the American Canyon Fire Protection District et al, Napa Superior Court Case No. 21CV000455.

With respect to Closed Session Agenda Item No. 1., for each of the three (3) matters considered, there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 5496.9(d)(2).

With respect to District Closed Session Agenda Item No. 2., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54957(b).

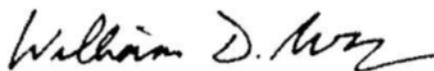
With respect to District Closed Session Agenda Item No. 3., there was no reportable action under the common law attorney-client privilege and that provided by Government Code Section 54956.9(d)(1).

The Closed Session concluded at 6:21 p.m., where it was indicated that a written report upon return consistent with Government Code Section 54957.1, would be prepared.

This communication should be reviewed under the Consent portion of the Agenda of your next Regular or Special District Board Meeting.

Should you have questions concerning this Report, it may be taken off the Consent calendar when agendized in the future, or our office may be contacted in the interim.

Very truly yours,



William D. Ross
District Counsel

WDR:jf

cc: Geoff Belyea, District Chief
Martha Banuelos, Fire Executive Assistant/Office Administrator



TITLE

Purchase for required software updates to 19 APX8000XE FLASHPORT Radios

RECOMMENDATION

Adopt Resolution 2023-24 authorizing the purchase for required software updates to 19 APX8000XE FLASHPORT Radios in the amount of \$32, 117.26.

CONTACT

Geoff Belyea, Fire Chief

BACKGROUND & ANALYSIS

The American Canyon Fire Protection District is required to update to the 19 All Band Motorola Radios radio software. This software enhancement is geared towards ensuring compatibility with other agencies, fostering seamless communication, and elevating the safety of our firefighters. The impending software update for the 19 All Band Motorola Radios serves two important functions:

- 1. Enhanced Interoperability:** This software upgrade paves the way for effortless collaboration and coordination among various agencies and jurisdictions. The radios will seamlessly interface with other communication systems, breaking down barriers that could impede swift response during critical situations.
- 2. Elevated Safety:** By facilitating seamless communication, the software update contributes directly to the safety of our firefighters. The ability to communicate across different radio bands ensures that critical information is transmitted promptly and accurately, minimizing risks and optimizing emergency response efforts.

The procurement of this software for the mobile radios falls under the category of sole source. Motorola stands as the sole contractor capable of furnishing the radio software to public safety departments.

FISCAL IMPACT

The software purchase of \$32,117.26 will be included in the FY2023-2024 District Fleet, Facilities &

Equipment capital budget.

BOARD PRIORITY PROGRAMS AND PROJECTS

Public Safety: "Ensure American Canyon remains a safe community"

ENVIRONMENTAL REVIEW

None

ATTACHMENTS:

[Resolution 2023-24 Motorola Software upgrade.pdf](#)

[Motorola Quote](#)

RESOLUTION 2023-24

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE AMERICAN CANYON FIRE PROTECTION DISTRICT (“DISTRICT”) AUTHORIZING THE PURCHASE FOR REQUIRED SOFTWARE UPDATES TO 19 APX8000XE FLASHPORT RADIOS IN THE AMOUNT OF \$32,117.26

WHEREAS, the American Canyon Fire Protection District (District) recognizes the critical importance of maintaining advanced and seamless communication systems to ensure the safety of our firefighters and enhance emergency response coordination; and

WHEREAS, the District acknowledges the need to upgrade the radio software of 19 All Band Motorola Radios to enable compatibility with other agencies and jurisdictions, thereby fostering improved interoperability and communication; and

WHEREAS, this software upgrade is essential for seamless collaboration between the District, multiple agencies, and diverse jurisdictions operating on varying radio bands; and

WHEREAS, this software upgrade will improve interoperability, communication, and the overall safety of our firefighting personnel, aligning with the District's commitment to efficient emergency response operations.; and

WHEREAS, funds have been appropriated in the District’s Fleet, Facilities & Equipment Fund capital budget for FY 2023-2024 to fund the purchase;

NOW, THEREFORE, BE IT RESOLVED that the American Canyon Fire Protection District hereby authorizes the purchase of required software updates for 19 APX8000XE FLASHPORT Radios, from the exclusive contractor Motorola, at a total cost of \$32,117.26 plus shipping;

PASSED, APPROVED and ADOPTED at a regularly scheduled meeting of the Board of Directors of the American Canyon Fire Protection District held on the 22nd day of August, 2023, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Leon Garcia, Chairman

ATTEST:

APPROVED AS TO FORM

Geoff Belyea, Fire Chief
Clerk to the Board

William D. Ross, District Counsel



AMERICAN CANYON FIRE DIST

AMCAN FD FLASHES (19)

07/18/2023

07/18/2023

AMERICAN CANYON FIRE DIST
225 JAMES RD
AMERICAN CANYON, CA 94503

RE: Motorola Quote for AMCAN FD FLASHES (19)
Dear Max Hitzler,

Motorola Solutions is pleased to present AMERICAN CANYON FIRE DIST with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide AMERICAN CANYON FIRE DIST with the best products and services available in the communications industry. Please direct any questions to Nathan Tran at nathan.tran@telepathcorp.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

Nathan Tran

Motorola Solutions Manufacturer's Representative

Billing Address:
 AMERICAN CANYON FIRE DIST
 225 JAMES RD
 AMERICAN CANYON, CA 94503
 US

Quote Date:07/18/2023
 Expiration Date:09/16/2023
 Quote Created By:
 Nathan Tran
 nathan.tran@telepathcorp.com

End Customer:
 AMERICAN CANYON FIRE DIST
 Max Hitzler
 mhitzler@cityofnapa.org

Contract: 36273 - SOURCEWELL
 042021-MOT

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	FLASHport Series	APX8000XEFLASHPORT				
1	T8550A	DIGITAL CONVENTIONAL	1	\$0.00	\$0.00	\$0.00
1a	QA00580AB	ENH: TDMA OPERATION	19	\$569.00	\$455.20	\$8,648.80
1b	Q327BH	ENH: UPGRADE CONVENTIONAL TO SMART	19	\$1,012.00	\$809.60	\$15,382.40
1c	Q361AP	ENH: P25 9600 BAUD TRUNKING	19	\$380.00	\$304.00	\$5,776.00
Subtotal						\$29,807.20
Estimated Tax						\$2,310.06
Grand Total				\$32,117.26(USD)		

Notes:



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
 Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Purchase Order Checklist	
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)	
PO Number/ Contract Number	
PO Date	
Vendor = Motorola Solutions, Inc.	
Payment (Billing) Terms/ State Contract Number	
Bill-To Name on PO must be equal to the <i>Legal</i> Bill-To Name	
Bill-To Address	
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)	
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)	
PO Amount must be equal to or greater than Order Total	
Non-Editable Format (Word/ Excel templates cannot be accepted)	
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept	
Ship To Contact Name & Phone #	
Tax Exemption Status	
Signatures (As required)	