

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

**December 14, 2022**

**LOCATION:**

Pursuant to Resolution No. 2022-55,  
the meeting was held as a hybrid meeting with attendance both in person at Fire Station  
40, 1191 Main Street, Half Moon Bay, CA 94019, and via Zoom.  
Members of the public were able to participate in person or via Zoom.  
Every vote was done by Roll Call Vote.

**ACTION MINUTES**

**1. OPEN SESSION**

President Burke called to order the special meeting of the Board of Directors of the Coastside Fire Protection District at 3:00 p.m.

**2. ROLL CALL (All participants were present via Zoom or teleconference call.)**

Directors Present: President Gary Burke, Vice President J. B. Cockrell,  
Director Bruce MacKimmie, Director Steve Stockman,  
Director Cynthia Sherrill, and Director Patrick Hanna.  
Board Secretary: Deputy Chief Jonathan Cox.  
Cal Fire: Fire Chief Nate Armstrong, Division Chief Gary Silva, Fire  
Marshal Pat Griffin.  
Attorney: Kai Ruess.

Also present in person was April Bingham.

**3. PLEDGE OF ALLEGIANCE**

President Burke asked to bypass the Pledge of Allegiance.

**4. PUBLIC COMMENT**

No public comment.

**5. NEW BUSINESS**

**A. Review and Discuss Strategic Business Plan.**

Deputy Chief Jonathan Cox indicated this is the second meeting for the Strategic Business Plan to be discussed. Director Sherrill provided a document in the Board packet.

Director Sherrill summarized the document prepared from the direction given at the December Board meeting. Directors Sherrill and Stockman are proposing that a strategic business plan committee be created. She summarized three components that should be included: education, an understanding of the Cal Fire contract, and to strengthen relationships with the community and allied agencies.

Director Stockman spoke about his contributions to the document provided to the Board.

Deputy Chief Jonathan Cox indicated he is there to implement what the Board wants as a staff member. He appreciates including asking for information on the Cal Fire contract.

President Burke indicated the basic item is to stay within the mission of the organization and the plan should not be subjective.

Vice President Cockrell suggested if everything is working correctly, don't make any changes. If there is an issue, then the Board should be made aware of it.

Director MacKimmie indicated new initiatives are needed with new dates inserted. He has no interest in rotating committee assignments.

President Burke indicated the Board Policy Manual states consideration should be given to relevant training and experience that Board members have when assigning to committees.

President Burke suggested an ad hoc committee be created to prepare a list of items to be brought to the Board for discussion and education.

Director Sherrill indicated they are looking for a path forward and there is a list of items she is interested in discussing in the document she provided to the Board.


Director Stockman understands the comments that operations are moving along fine. He believes additional educational opportunities should be presented to educate the Board and public. The Board should look forward to how it can be performing better.

President Burke asked Director Sherrill to put together a list of educational items for the Board to review at a future Board meeting.

**6. ADJOURNMENT**

President Burke adjourned the meeting at 3:44 p.m.

Respectfully submitted,

  
Jonathan Cox (Feb 27, 2023 15:38 PST)

Feb 27, 2023

Deputy Chief Jonathan Cox, Secretary  
Coastside Fire Protection District

Note: Audio and video tapes of meetings are available for inspection during regular business hours.

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Final Audit Report

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