

**MOUNT SHASTA FIRE PROTECTION DISTRICT
REGULAR BOARD MEETING AGENDA**

WEDNESDAY, JUNE 13TH, 2018

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH

VICE-CHAIRMAN RICHARD KLIEWER

DIRECTOR JAMES BEEM

DIRECTOR CHAD MCCALL

DIRECTOR JACK MILLER

CHIEF MATT MELO

CHIEF RICK JOYCE

BATTALION CHIEF JOHNATHAN DUNCAN

SECRETARY JENNIE DAVIS

ITEM:

REFER TO:

1. Call to Order, Chaplain to give Invocation, and Flag Salute

10:00 am

2. Roll Call

Directors Ashworth, Kliewer, Beem, and Miller present. Director McCall absent.

3. Approval of Minutes for the Regular Board Meeting of May 9th, 2018.

4-6

M/S/C (Miller, Ashworth, 2 ayes-2 abstain-0 nays)

4. Public Comment on Open/Closed Session Items: This is an opportunity for members of the public to address the Board on subjects within its jurisdiction, whether or not on the agenda for this meeting. The Board reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. Speakers may request their comments be heard during Public Comment instead of the time when the item is to be acted upon by the Board. The Board may ask questions but may take no action on items addressed during the Public Comment period except to direct staff to prepare a report or to place the item on a future agenda. If you desire a written response, please provide the secretary with your mailing address.

No members of the public present.

5. Cash Report

7-9

As of 05/31/2018, the interfund cash balance is \$641,851.56.

6. Old Business and Board Directives from Previous Meetings

7. NEW BOARD BUSINESS AND POSSIBLE ACTION

7a. CLOSED SESSION: Performance Evaluation of public employee Secretary Jennie Davis. This item is pursuant to the personnel exception found at Government Code Section 54957.—Board of Directors

10-12

Board adjourned for closed session at 10:02. Meeting resumed at 10:04.

7b. Disclosure of Action in Closed Session, if any.—Board of Directors

Director Kliewer reminds the Board that a statement is to be provided after a closed session. Director Ashworth reports that this was a positive review. No action taken at this time.

8. Next regularly scheduled Board Meeting is for Wednesday, July 11th, 2018 at 10:00 a.m.

9. Chief’s Report and MSFPD Information Report to the Board. —Chief Joyce

Chief Joyce reads the May report.

69 calls, with an average of 4 responders per call.

Training report: Focused on wildland fire training; wildland hose lays and line construction.

Information report: Sale of Engine 4612 was finalized and was delivered to Firebaugh on June 4th.

10. Donations

No donations.

11. Deposits

13

- **\$27.50 Baker Restitution**
- **\$78,002.67 Thomas Fire (State)**
- **\$657.04 Village Fire (State)**
- **\$250,000.00 Sale of Engine 4612**
- **\$18,568.15 Thomas Fire (Dunsmuir)**
- **\$2,007.25 MSVFA reimbursement**

M/S/C to retroactively accept the payment for E4612, and approve all deposits. (Beem, Miller, 4-0)

12. Fund Transfers

14-16

Revenue recognition and allocation:

- **\$28.00 to 728000 Special Departmental Expenses**
- **\$250,000.00 to 742000 Retirement of Long Term Debt and 744000 Interest on Long Term Debt (exact amounts to each account to be reported in meeting).**
\$207,012.00 to 742000 and \$6,060.00 to 744000.

To be ratified:

Account Transfers

- **Thomas and Village Fires**
 - **\$51,946.00 to 611100 Salaries and Wages**
 - **\$19,979.00 to 728000**
- **Thomas Fire (Dunsmuir)**
 - **\$16,237.00 to 611100**
 - **\$2,332.00 to 728000**

M/S/C (Beem, Kliewer, 4-0)

13. Payment of the Bills- A detailed list containing all payees and payment amounts will be provided during the meeting

17-20

M/S/C (Kliewer, Beem, 4-0)

14. Ratify Payroll Claims- Supporting documentation will be provided during the meeting

21-30

- **Regular Payroll: 04/27-05/10/2018**
 - **\$130.37** wages
 - **\$21.60** Federal taxes
- **Strike Team Payroll: Village Fire**
 - **\$109.67** wages
 - **\$18.16** Federal taxes
- **Strike Team Payroll: Thomas Fire**
 - **\$36,234.36** wages
 - **\$12,626.64** Federal taxes
 - **\$1,851.82** State taxes
- **Regular Payroll: 05/11-05/24/2018**
 - **\$126.05** wages
 - **\$20.90** Federal taxes
- **Strike Team Payroll: Thomas Fire (Dunsmuir)**
 - **\$11,023.59** wages
 - **\$4,346.76** Federal taxes
 - **\$691.03** State taxes
- **Regular Payroll: 05/25-06/07/2018**
 - **\$21.55** wages
 - **\$3.56** Federal taxes

M/S/C (Kliwer, Beem, 4-0)

15. Board Comments and Questions: At this time, members of the Board may ask questions of staff, request that reports be made at a later date, or ask to place an item on a subsequent agenda on any subject within the Committee’s jurisdiction. In addition, the Board members may take this opportunity to make comments on any topic that is not on this agenda; however, no deliberation may be conducted and no decision may be made on such topics. Director Ashworth requests a Special Board meeting for Thursday June 14th at 12:30 pm.

16. Adjournment
10:15 am

Submitted respectfully,

Secretary Davis

Approved:

Chairman Ashworth