

MOUNT SHASTA FIRE PROTECTION DISTRICT  
600 MICHELE DRIVE

STATION 1  
REGULAR BOARD MEETING MINUTES  
10:00 A.M.

CHAIRMAN JACK MILLER

VICE-CHAIRMAN JOHN ANDERSON

DIRECTOR HOYT

DIRECTOR LIBBY

DIRECTOR KLIEWER

CHIEF RICK JOYCE

ASST. CHIEF JOHNATHAN DUNCAN

SECRETARY SARAH PATANIA

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MONDAY, SEPTEMBER 8<sup>TH</sup>, 2014

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**ITEM**

1. **Call to Order, Invocation, and Flag Salute.**

10:00 a.m. with Invocation by Chaplain Andy Grossman.

2. **Roll Call.**

Director Kliewer, Director Hoyt, and Director Anderson present. Director Miller and Libby are absent.

3. **Approval of Minutes for the Regular Board Meeting of August 14<sup>th</sup>, 2014.**

Motion by Director Hoyt, and second by Director Anderson. Motion carries 3-0 ayes with Directors Kliewer, Hoyt, and Anderson participating.

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.**

Chaplain Andy Grossman present.

5. **Cash Report**

Approximate balance \$53,763.62 without Monthly Reports from Auditor's office.

6. **Old Business and Board Directives from Previous Meetings**

6a. **Discussion and Possible Action to review Five-Year-Plan, update and make changes as needed.—Director Libby--**Item tabled since Director Libby is not present.

**6b. Discussion and Possible Action on reviewing potential PTO policy.—Director Libby**

Item tabled since Director Libby is not present. Chief Joyce comments that he needs to talk to Director Libby.

-Director Kliewer asks if we can jump to agenda item #7e.

**7. NEW BOARD BUSINESS AND POSSIBLE ACTION**

**7a. Recess to Closed Session—Board of Directors 10:28 a.m.**

**LIABILITY CLAIMS, pursuant to Gov. Code 54956.95:**

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**Claimant: William and Paula Young, Dr. Gregory and Janet Skipitis**

**Agency claimed against: Mt. Shasta Fire Protection District**

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**7b. Reconvene in Open Session 10:52 a.m.**

**7c. Announcement of action taken in Closed Session, if any.** Director Anderson states that the government Tort claim made against the District by William and Paula Young, Dr. Gregory and Janet Skipitis is rejected on that ground that the claim is late. The vote carried 3-0, unanimously.

**7d. Discussion and Possible Action regarding Automatic Aid agreement between Mt Shasta City Fire Department and the MSFPD. To be approved with Resolution #09082014-A.—Chief Joyce**

Director Anderson introduces this topic and asks of both Chief Melo and Chief Joyce if there are any down sides to this agreement. This is over and above automatic aid.

Chief Joyce states that the only difference is that both entities will respond to calls and be toned out at the same time as 'Mt Shasta Fire', and that they have been running the calls this way for approximately 6 months. The main reason is that the command center at Cal Fire wants something in writing.

Director Anderson asks if there is any fiscal impairment.

Chief Joyce states that we do not want to get involved the way that they had it before, which is why we steered away from the JPA, and proceeded with a MOU.

Chief Melo states that before the District fire contracted the Chief services, but had no say in anything that the Chief really did.

Director Anderson confirms that this is good for both entities.

Chief Melo states that this agreement has gone through risk management, the attorneys, and the fire chief's from both departments. The insurance is covered. The work comp is the same, it stays with the person. The liability stays with the equipment. It stays with the engine. This was the big issue, and we have this figured out and solved. It is the best for the community, Chief's, and departments.

Chief Joyce states that since they are both low on volunteers, it's a no brainer.

Director Anderson motions to approve the Resolution.

Director Kliewer states that his concern in the future is that if personalities are different, will this be a problem.

Chief Melo states that if either entity wishes to end the contract they can do so under item #14 it will allow for 90 days to terminate. The research on a JPA shows that they only allow for one chief, and would not allow for funding grants, which is the problem they had before. Equipment will be kept separate. The City needs different equipment than the District. They will share volunteers and jurisdictions. They will work on the jurisdiction portion in more detail. The only difference is that if one of them is on vacation, they will have coverage. If something changes in the future, we will be able to go back and review.

Director Kliewer asks about the term "default of material obligation".

Tammy Laphorne introduces herself as the Deputy Clerk/Administrative Assistant for the City of Mt Shasta and explains that if there was an obligation that they agree to jointly respond and one of the entities breaches this agreement that they could at that point hold the other entity liable.

Director Anderson asks what happens at this point.

Tammy states that if that caused an issue that was so egregious, we would have 30 days because we have a material breach instead of waiting the 90 days.

Director Kliewer states that if the City ran out of resources, would it fall to the District, or vice-versa. Then one party can't bleed the other dry within the 90 days.

Tammy also comments with an example, the nature of the calls. It really refers to the firefighters showing up, and that they are doing what they had materially agreed to do. She states that she has personal experience knowing that they are very professional. She was very impressed and it showed that it worked.

Chief Joyce states that it is definitely working. We are all on the same page now.

Director Kliewer states that we need to build community locally and supporting the community we live in.

Director Anderson carries it a step farther and sees a great opportunity here.

Chief Melo states that they just had their ISO rating, and received help from the District, which gave them more points, and they will be reciprocating this. They also helped with the clearance of Madison road. The HOA up there was trying to figure out how to do it, and the District and City just went up and did it for them.

Director Anderson states that we should be doing a dinner, or bird hunts. He asks if this makes sense to do together. The disparity is no longer there. The MOU enforces this.

Tammy states that it has helped in Administrative as well.

Chief Joyce and Chief Melo agree that administrative staff between the two help them look good.

Director Anderson restates his motion to approve the Resolution #09082014-A. Director Anderson motions to approve, and Director Hoyt seconds the motion. Secretary Patania performs a roll call vote, and Director Kliewer, Hoyt, and Anderson all vote aye.

**7e. Post-Traumatic Stress Syndrome (PTSD). A review of the training and counseling provided for the employees of the Fire Departments and Police Departments in Siskiyou County by the Chaplains of the Sheriff's Department of Siskiyou County. Presentation by Chaplain Andy Grossman (10-15 minutes)—Director Kliewer**

Director Kliewer asks that this item be considered before item 7a to allow Andy Grossman to give his presentation. He is a Chaplain for the Sheriff's Office. Sergeant in the US Army stationed in North Korea, Insurance Investigator, Safety director. He teaches first aid and CPR, and also helps with the police department, PTSD, suicide prevention, and critical incident stress management. He became a pastor in 1979. He wants to help men and women who do not know if they are going to be putting their life on the line.

PTSD includes experiencing a threat to the physical integrity to the person. He details the statistics regarding this disorder. This was first recognized as a disorder in 1980. The central

feature involved exposure to a traumatic event outside the normal human experience. Chaplains are available to provide training, information, and support to the firefighters.

Director Kliewer asks how many Chaplains serve the Sheriff's Department. Mr. Grossman states that there are three in the South County, and a total of 8-10 for the County.

Tammy Laphorne asks if the statistics are for the state or national.

Mr. Grossman comments that these are nationwide statistics. He states that this is a concern because of situations that they face with critical incidents.

Director Anderson thanks Mr. Grossman for his presentation.

Director Kliewer comments that the Board is responsible for the physical and financial health of their employees, but it dawned on him that we need to care for the entire person, outside of providing insurance, etc... and that it is important for the Board to maintain awareness that these services are available through the Sheriff's Department.

Andy Grossman adds that he hopes that this department can feel free to call him if there is a traumatic event that he could do some debriefing on.

Director Anderson directs the Board back to item 7a, and they recess to closed session.

**8. Next regularly scheduled Board Meeting is October 6<sup>th</sup>, 2014.**

Director Anderson appreciates getting the Outlook reminder for the Board Meeting.

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

Chief Joyce distributes his report to the Board, and then reads it aloud for the month of August. He notes that they have only 4 volunteers and this is the same with the City, so it makes it nice to combine. They also participated in Strike Teams, which included the Pondosa, McCloud Station Coverage, and Beaver fire. They only had two trainings due to the fires. One of these was GPS training in the City. We will be getting items ready for ISO. Eric and Matt will help us with the information. This is what we will be doing for the next two to three weeks.

Director Kliewer asks about no hours on the sheet.

Chief Joyce states that they have been so busy that he has not been able to keep track.

Director Kliewer asks about vehicles that respond. What is the order?

Chief Joyce states that we respond to medical with the Chief's rig and the squad, and in the city a Chief's rig and their attack.

Director Kliewer asks what happens if they are in the city and need to go back.

Chief Joyce states it is the same as any other day. Just this time, he can ask Tyler Cervelli to drive their attack since he is closer to the City, even though he is on our department, etc...

Director Kliewer hopes that there is a hard copy of these hydrant maps.

Chief Joyce states that he has purchased GIS Mapping Software, and is in the process of doing all the maps. Our water tender is usually rolling since we are used to the “no water” situation.

**10. Discussion and Possible Action on Accepting Donations/MSFPD Association Updates—**

**Director Libby.**

None. Director Kliewer asks if there will be a grant report next meeting.

Chief Joyce states that they are still getting specs on what they need, so once they decide, he will report on this.

**11. Mt Shasta Fire Protection District Newspaper article—Monthly Review**

Director Anderson asks if we can combine this with the City now. He would like to make it more noticeable, since he doesn't get any feedback from it.

Tammy Laphorne states that they are taking it to City Council tonight. Once that happens we can discuss this further.

Director Kliewer states that building community is very important. We have a lot of good people, and we just need to remind each other that we are friends.

**12. Fund Transfers**

None.

**13. Payment of the Bills**

Director Anderson makes a motion to pay the bills, and Director Hoyt seconds the motion. Motion carries 3-0 with Directors Anderson, Hoyt, and Kliewer.

**14. 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 Anderson states that the paper will be donating regarding the volunteer firefighter of the year.

Chief Joyce confirms that this happens annually in Yreka. They have a dinner, etc...

Director Anderson mentions that this happens on September 17<sup>th</sup>. He also asks about the Civil Penalty.

Secretary Patania states that the auditor's office released a stale-dated warrant, and she drove the payment to the Medford IRS office so that it would be on time by the 20<sup>th</sup> of August.

**15. Adjournment** 11:44 a.m.

*Respectfully Submitted,*  
*Secretary Patania*