

MOUNT SHASTA FIRE PROTECTION DISTRICT

REGULAR BOARD MEETING AGENDA

WEDNESDAY, SEPTEMBER 13TH, 2017

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH

VICE-CHAIRMAN RICHARD KIEWER

DIRECTOR JOHN ANDERSON

DIRECTOR JAMES BEEM

DIRECTOR CHAD MCCALL

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

10:05 am

2. Roll Call

Directors Kiewer, Anderson, and Beem present. Directors Ashworth and McCall absent.

3. Approval of Minutes for the Regular Board Meeting of July 12th, 2017, and Emergency Board Meeting of August 15th, 2017.

4-8

No quorum to approve July 12th minutes. Directors Anderson and Kiewer reviewed and see no mistakes. Tabled until October.

M/S/C (Anderson, Beem, 3-0) to approve August 15th minutes.

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 member of the public present.

5. Cash Report

As of 08/31/17, the interfund cash balance is \$212,438.28.

6. Old Business and Board Directives from Previous Meetings

6a. Discussion and Possible Action regarding procedure for employee evaluations. – Director Ashworth

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Tabled until October.

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

Tabled until October.

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

Tabled until October.

7c. Accept and adopt the 2017/2018 budget with Resolution #09132017. - Board of Directors **10-13**

M/S/C (Anderson, Beem, 3-0)

7d. Reimburse Mt. Shasta Volunteer Firemen's Association.- Chief Joyce **14**

We received the title for the WT4631. The Association went to the DMV and paid the sales and use tax for on our behalf so it could be done right away. We are reimbursing them this expense.

M/S/C (Anderson, Beem, 3-0)

8. Next regularly scheduled Board Meeting is for Wednesday, October 11th, 2017 at 10:00 a.m.

Director McCall is expected to be absent. Secretary Davis to determine if there will be a quorum.

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

Chief Joyce reads the August report.

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

Training report:

Pre-plan on the Seventh Day Adventist Church off of Hwy 89. This was the only training due to ongoing fires.

Information report:

E4613 was out from August 24th to September 10th, with 3 firefighters. They were on the Eclipse Complex for 7 days, and the Salmon Complex for the remainder.

One of the rescue calls was patient who went 50 feet over the embankment at Box Canyon Dam. This happened at 9 o'clock in the evening, and the rescue took 3+ hours.

Chief Joyce has put in for a VFA Grant for a 50/50 match to help update the District's mobile (base units in the rigs) and hand held radios. The anticipated cost to update 2 mobiles and 6 hand-held radios is \$20,000.00. The grant would be for \$10,000.00. He will let the Board know if we receive the grant.

Chief Joyce would like to update the pay for those covering the station during strike teams. This item to be added to October's agenda.

10. Donations

No donations.

11. Deposits

- \$75.00 Baker restitution
- \$37.50 refund from Mercy
- \$3274.75 White Pine Fire
- \$2005.72 Bogus Fire
- \$1452.41 King Fire

12. Fund Transfers

Revenue recognition and allocation:

- Baker restitution- \$75.00 to 728000
- King Fire- \$269.00 to 611100, \$1,184.00 to 728000

Transfer:

- New copier purchase- \$3,207.00 from 728000 to 762100

M/S/C (Beem, Anderson, 3-0)

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

M/S/C (Beem, Anderson, 3-0)

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

15-31

- **Regular Payroll: 06/23-07/06/17**
 - **\$267.13** wages
 - **\$44.24** Federal taxes
- **Regular Payroll: 07/07-07/20/17**
 - **\$176.07** wages
 - **\$29.20** Federal taxes
- **Quarterly CA UI and Employment Training Tax: 04/01-06/30/2017**
 - **\$154.95** tax payment
- **Strike Team Payroll: White Pine Fire (State)**
 - **\$838.07** wages
 - **\$138.86** Federal taxes
- **Strike Team Payroll: Bogus Fire (State)**
 - **\$301.29** wages
 - **\$49.92** Federal taxes

- **Regular Payroll: 07/21-08/03/17**
 - **\$92.05** **wages**
 - **\$15.24** **Federal taxes**
- **Strike Team Payroll: King Fire (LRA Yreka)**
 - **\$218.19** **wages**
 - **\$36.12** **Federal taxes**
- **Regular Payroll: 08/04-08/17/17**
 - **\$174.08** **wages**
 - **\$28.84** **Federal taxes**
- **Regular Payroll: 08/18-08/31/17**
 - **\$95.05** **wages**
 - **\$15.74** **Federal taxes**

M/S/C (Beem, Anderson, 3-0)

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.

16. Adjournment

11:58 am

Submitted respectfully,

Secretary Davis

Approved:

Chairman Ashworth