

REGULAR BOARD MEETING AGENDA 10:00 A.M.

CHAIRMAN JOHN ANDERSON

VICE-CHAIRMAN JACK MILLER

DIRECTOR BEEM

DIRECTOR KLIEWER

DIRECTOR STOCK

CHIEF RICK JOYCE

ASST. CHIEF JOHNATHAN DUNCAN

SECRETARY JENNIE DAVIS

MONDAY, SEPTEMBER 14TH, 2015

ITEM:

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

10:00 a.m. Invocation by Andy Grossman

2. Roll Call.

Directors Anderson, Miller, Kliewer, Beem and Stock present.

3. Approval of Minutes for the Regular Board Meeting of May 11th, 2015, Special Board Meeting of July 8th, 2015 and Regular Board Meeting of August 10th, 2015.

Director Miller states he is unsure if he was present at the meetings in question. Secretary Davis states he was present at the May 11th, and July 8th meetings, but not the August 10th meeting. Secretary Davis states that the minutes were not included in this agenda packet as they have been included in the last several months packets, and Director Anderson states they've been waiting on Director Miller for a quorum.

Director Beem motions to approve May 11th minutes. Director Kliewer seconds. Motion passes 5-0. Director Miller asks who was present for the July 8th meeting. Secretary Davis states that Directors Anderson and Miller were present. Director Beem arrived after roll call. Director Miller motions to approve July 8th Special Board Meeting minutes. Director Beem seconds. Motion passes 5-0. Secretary Davis apologizes for not including the minutes from August 10th.

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.

5. Cash Report

As of 08/31/15, the cash balance is \$49,393.19.

6. Old Business and Board Directives from Previous Meetings

6a. Discussion and Possible Action on updating current employee job descriptions with potential for additional annual performance report for employees of the MSFPD. —Director Beem

Director Beem would like to see that all paid employees have an EMT classification, as 90% of the District's calls are medicals. Chief Joyce asks what an EMT can do that a First Responder cannot. Director Beem states it is just more training, and "they" are attempting to pass it through the State as being a standard in the State of California. Chief Joyce states that our employees are certified First Responders. Director Anderson states he thought they were EMTs and agrees with Director Beem. Item tabled until next meeting.

7. NEW BOARD BUSINESS AND POSSIBLE ACTION

7a. Volunteer Fire Fighter Association Report. – Asst. Chief Duncan

Asst. Chief Duncan is out on a strike team and unable to be present. Director Anderson states that both the City and District Auxiliaries are gone, and have created the Volunteer Fire Fighter Association, which is a 501(3)(c). Johnathan Duncan is the President, Tyler Cervelli is the Vice President, Mark Bruni is the Treasurer, Connie Melo and Marcus Smith are Board Members. As the District receives monies from this organization, he would like Asst. Chief Duncan to attend the MSFPD Board Meetings and keep the Board up to date with what the Association is doing and funds status, etc. He states that in the past the Auxiliary did not report to the Board, so they had no knowledge as to what funds were available or how they were being spent. Director Anderson tabled this item until next meeting.

7b. Discussion and Possible Action on Resolution 09142015-A for Mutual Aid Assignments. –Chief Joyce

Chief Joyce explains that this is to replace a previous Resolution from May. It is regarding Strike Team payments. The only change is located under section labeled "Now, Therefore, Be It Resolved", and is regarding the employee classification/title (ie:). The previous Resolution listed only Fire Fighter, Engineer and Captain and was not approved by the Chief of OES, as it did not list every single position. The new Resolution lists Fire Fighter, Engineer, Captain, Chief, Battalion Chief, Assistant Chief, Division Chief, and Deputy Chief. This change needs to be made in order to pay our employees and volunteers for time on a Strike Team. Chief Joyce will submit to OES immediately.

Director Beem motions to approve Resolution 09142015-A. Director Kliewer seconds. Motion passes 5-0.

Chief Joyce hopes to have an answer this afternoon or tomorrow.

7c. Discussion and Possible Action on declaring Engine 4610 as surplus. –Chief Joyce

Director Anderson states this is an old type 3 engine. Chief Joyce states that according to Asst. Chief Duncan, there may be smaller departments interested in purchasing this engine. They are still allowed on incidents, but Cal Fire will no longer rent open cab engines, so is no longer a source of revenue. Chief Joyce would like to sell it, so we have funds to purchase a new engine once found. If we do not sell, it would need to be winterized as we have no space to store it. Between the City and District Fire Departments, there are 4 type 3 engines and only enough employees to staff 2. Chief Joyce wants to declare this engine as surplus, so we may sell and replace with a closed cab engine.

Director Miller asks what type of auxiliary pump is on Engine 4610. Chief Joyce states that it is a hydrostat pump. Director Miller states that this brings up the value of the engine. Chief Joyce agrees, stating that it is a little more desirable.

Director Kliewer asks if the Feds would still rent the engine. Chief Joyce states that the Feds don't usually rent our engines. Cal Fire won't rent it, as they want their employees inside the cab. Director Kliewer verifies that it would only be valuable on local incidents. Chief Joyce clarifies that it can still be used out of county, but Cal Fire won't put their own employees on it. Chief Joyce states that after the Boles Fire, he won't send it out of county, as an employee was sent to the ER after 5 hours of riding on the back. Director Miller seconds this opinion.

Director Miller motions to declare Engine 4610 as surplus. Director Beem seconds. Motion passes 5-0.

7d. Discussion and Possible Action on accepting final budget for FY 2015/2016 with Resolution 09142015-B. –Board of Directors

Through the Chair, Chief Joyce states that there are no changes. Director Anderson asks for a copy.

Director Miller motions to accept final budget and approve Resolution 09142015-B. Director Kliewer seconds. Motion passes 5-0.

Director Anderson thanks Chief Joyce for his work on the budget.

8. Next regularly scheduled Board Meeting Monday, October 12th, 2015.

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

Director Anderson verifies that this information applies to both Mt. Shasta City Fire and MSFPD. Chief Joyce replies that is for Mount Shasta Fire and says he will change the title of the report to reflect this.

Chief Joyce reads the report for the month of August 2015. (See attached Chief's report)

Director Anderson comments that the majority of calls responded to are medical aids and asks if the responders need to be certified EMTs. Chief Joyce replies that they do not, but need to be First Responders.

August Training Report:

2 trainings in August. Pump operations on the new City engine, and hose lays.

Asst. Chief Duncan is on strike team assignment at the Valley Fire as Strike Team Leader. MSFPD, Etna, Scott Valley and Lake Shastina sent engines.

10. Mt Shasta Fire Protection District Newspaper article—Monthly Review

Director Anderson asks if Asst. Chief Duncan has received any calls from potential volunteers in response to this article in the paper. Chief Joyce replies that he doesn't think so. Director Anderson asks if there is another way to get the word out that volunteers are needed. Chief Joyce informs him that there are fliers at COS, and the Fire Academy, in addition to the article in the paper. Director Miller asks about the lack of interest. Chief Joyce replies that volunteering is a big time commitment. 180 hours are needed for structure fire training. Director Anderson asks about other volunteer fire stations in the State and both Chief Joyce and Director Miller reply that they are hurting for volunteers as well, and some are closing due to lack of man power.

Chief Joyce comments that volunteers coming from the Academy are fully trained, but most use the Department as a stepping stone for the experience needed for their Fire Fighter 1 classification, which requires 6 months paid or 1 year volunteer time. Director Beem mentions that COS is offering only one Academy class. The sleeper program had been a good way to draw volunteers from these classes, as it provided them with a place to stay while they get their training and they can be used to help fight fires, but this draw isn't as successful as it has been in the past. Chief Joyce states he has had a few meetings with Mike Wilson, the coordinator for the Fire Academy, and there are 80 people signed up, so there is a waiting list for next year. We currently have 2 sleepers. One has been through the Academy in the Bay Area and is here for experience, the other is registered for January.

11. Fund Transfers

No fund transfers.

12. Payment of the Bills

Director Anderson asks if the billing with Anthem has been straightened out. Secretary Davis replies that we are currently paying a month ahead to avoid lapse in coverage due to non-payment (late payment). Director Anderson asks about a payment to Pacific Northwest Hydro for \$2100. Chief Joyce explains it was for hose testing. Director Anderson asks if the payment to SJ Denham was for a repair. Chief Joyce explains it was to replace a broken mirror. Director Miller asks Chief Joyce about the payment to Northland Cable, in the amount of \$51, for Station 2. Chief Joyce explains it is for internet, and both stations have cable, but Northland Cable only charges for internet. Director Anderson asks about the payment to Swissphone in the amount of \$1300. Chief Joyce explains it is for pagers. Director Anderson asks Secretary Davis to add reason for bill/payment on the warrant pages under purpose, so the Board members don't have to go through every bill. Chief Joyce recommends that the Board go through every bill each month.

Director Kliewer motions to approve and pay bills. Director Beem seconds. Motion passes 5-0.

- 13. 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 asks Secretary Davis to update the Board regarding Director Stock moving out of the District. Secretary Davis informs the Board that at the time Director Stock notified Secretary Davis that her home had sold and was in escrow, she called the County Counsel Office. (Secretary Davis mistakenly said County Counsel, when in fact it was the County Clerk's Office.) Secretary Davis was informed that when Director Stock's home sold, and she moved out of the District, she would no longer be eligible to serve on the Board and would need to resign. At this time the Board may begin the process to replace Director Stock. Director Anderson asks for a letter of resignation before the next meeting. Director Stock comments that she would like to talk to Michael Kobseff before resigning. Director Anderson is okay with this. Director Anderson asks Director Stock and Secretary Davis to research what can be done to keep Director Stock on the Board, and to notify the Board.

14. Adjournment

10:55 a.m.