

MOUNT SHASTA FIRE PROTECTION DISTRICT

REGULAR BOARD MINUTES

WEDNESDAY, September 15, 2021

10:00 A.M.

600 MICHELE DRIVE

CHAIRMAN ROBERT ASHWORTH	VICE-CHAIRMAN JACK MILLER	DIRECTOR MIKE HAMILTON
DIRECTOR RICHARD KLIEWER	DIRECTOR	CHIEF MATT MELO
CHIEF RICK JOYCE	BATTALION CHIEF JOHNATHAN DUNCAN	SECRETARY CHRIS WEAVER

ITEM:

- 1. Call to Order, Chaplain to give Invocation, Flag Salute**
10:00 a.m. Richar Kliewer gave invocation. Bob Ashworth led flag salute.
- 2. Roll Call**
Ashworth, Miller, Kliewer, Hamilton, Joyce – present Melo, Duncan - absent
- 3. Approval of Minutes for the Regular Board Meeting of August 18, 2021**
M/S/C (JM/RK 4-0) to approve August 18,2021 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 Comments 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.
None
- 5. Cash Report for August 2021**
\$569,864.87 as of 8/30/21
- 6. Old Business and Board Directives from Previous Meetings**
None

7. New Board Business and Possible Action

7a. Review and Approve Employee Evaluation for Chris Weaver.

Board gave Weaver a positive evaluation. Approved a raise from \$15.00/hour to \$20.00/hour retroactive to Jul 1, 2021. Ashworth will provide written evaluation for file at next Board meeting.

8. Next regularly scheduled Board Meeting is for Wednesday, October 20, 2021 at 10:00 a.m.

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

86 calls average of 4 responders/call 4.02 minutes average response time

No training this month because of personnel out on strike teams

10. Donations

None

11. Deposits

- \$ 325.56 County reimbursement for Pac Power lost check
- \$ 87.28 Qtrly rebate from US Bank/Cal Card
- \$ 10.98 Refund from Pape-Kenworth for double payment of invoice
- \$ 40.00 Christopher Baker Restitution
- \$ 888.26 Strike Team Payment – Sate – Fuller Fire

12. Payment of Bills – a detailed list containing all payees and payment amounts and invoice copies will be provided during the meeting.

M/S/C (RK/MH 4-0) to approve payment of bills submitted. Three additional bills approved for payment as soon as they are available: CalNet, Pac Power #1, Pac Power #2.

13. Ratify Payroll Claims – supporting documentation will be provided during the meeting

- **Regular Payroll: 8.13.21 – 8.26.21 (to be paid in September)**
 - \$ wages
 - \$ Federal taxes
- **Regular Payroll: 8.27.21 – 9.09.21 (no wages for this period)**
 - \$ wages
 - \$ Federal taxes
- **Strike Team Payroll: Lava Fire (Federal) 6/26/21 – 7/5/21**
 - \$ wages
 - \$ Federal taxes
 - \$ State taxes
- **Strike Team Payroll: Lava Fire (Federal) 6/9/21 – 7/9/21**
 - \$ wages
 - \$ Federal taxes

- \$ State taxes
- **Strike Team Payroll: Station Coverage (State) 8/16/21 – 8/17/21**
 - \$ wages
 - \$ Federal taxes
 - \$ State taxes
- **Strike Team Payroll: Lakin Support (State) 8/6/21 – 8/9/21**
These are totals for all 4 strike team payrolls. They will be separated for filing.
 - \$ 41,117.52 wages
 - \$ 15,880.56 Federal taxes
 - \$ 2,741.70 State taxes

M/S/C (MH/JM 4-0) to ratify payroll as presented.

- 14. Board Comments and Questions:** At this time, members of the Board may ask questions of staff, request reports be made at a later date, or ask to place an item on a subsequent agenda on any subject with the Board's jurisdiction. In addition, the Board members may take this opportunity to make comment on any topic not on the agenda; however, no deliberation may be conducted, and no decision made on such topics.

Kliewer would like to agendaize discussion of Chief's evaluation time/date and form for October.

15. Adjournment

10:46 am M/S/C (JM/RK 4-0) to adjourn.

Respectfully submitted,

Chris Weaver, Secretary

Approved by,

Bob Ashworth, Board Chairman