

REGULAR BOARD MEETING AGENDA 10:00 A.M.

CHAIRMAN JOHN ANDERSON

VICE-CHAIRMAN JACK MILLER

DIRECTOR BEEM

DIRECTOR KLIEWER

CHIEF RICK JOYCE

ASST. CHIEF JOHNATHAN DUNCAN

SECRETARY JENNIE DAVIS

MONDAY, DECEMBER 14TH, 2015

ITEM:

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

10:00 a.m.

2. Roll Call.

Directors Anderson, Miller, Kliewer, and Beem present.

3. Approval of Minutes for the Regular Board Meeting of November 9th, 2015.

Director Kliewer states he hadn't yet reviewed minutes and takes a moment to do so.

While he does so, Director Miller takes a moment to ask Secretary Davis about the payment to Santander, pending Board approval. Director Anderson asks if the Districts two loans are annual or semiannual. Secretary Davis states that she believes both are annual payments. Chief Joyce corrects her and states that the PNC is a semiannual payment.

Director Kliewer motions to approve minutes from November 9th. Director Beem seconds. Motion passes, 4-0.

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 public present.

5. Cash Report

As of November 30th, the interfund cash balance is \$48,010.66.

Secretary Davis informs the Board that on December 10th, the 15/16 Secured allotment of the budget was deposited in the amount of \$125,639.75.

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 states that he is still waiting on a job description for the Captain position. He would like to postpone this item until there is a full Board. Director Anderson tables this item until the next regularly scheduled Board meeting.

7. NEW BOARD BUSINESS AND POSSIBLE ACTION

7a. Discussion and Possible Action on appointing new board member to replace Director Stock.— District Board

Director Anderson reminds the Board that there are two candidates, both of whom have introduced themselves to the Board at previous meetings. He states that there will be an open vote.

Board votes in favor of Robert Ashworth, 3/1 to replace Director Stock.

Director Anderson asks Secretary Davis to inform both candidates of the Boards decision.

7b. Discussion and Possible Action on appointing Chairman and Vice-Chairman for 2016. —Director Anderson.

Director Anderson informs the Board that he is open to serve as Chairman again. Director Miller states he is open to Chairman, as well.

Director Beem comments that he reviewed the notes from class (annual Special Board training cohosted by County Counsel and County Clerk’s Office? The Fire Board meeting in Lake Shastina?). This item should be done with a full Board. He states that last year this was done before the election (November?), and he feels that the Board should be following the rules on this.

Director Anderson asks what the deadline is for appointing the new Chair and Vice chair. Secretary Davis states that the Bylaws state that the new Chair and Vice chair will be voted on for the following year in the December Board meeting. Director Beem states that this was done before last year as he wasn’t part of this decision after the election.

Director Miller suggests a short recess, so Secretary Davis may call Brian Morris at County Counsel. Board agrees. Meeting recesses at 10:13.

Meeting resumes at 10:21.

Director Anderson states that the Board feels this vote should take place at today’s meeting, effective as of January 1st, rather than December 1st, as happened last year. He asks Secretary Davis if she was able to talk with Brian. Secretary Davis states that Brian said this decision to vote now, or wait until newly appointed Director Ashworth is present, is at the Boards discretion.

Director Anderson asks if anyone volunteers for the position. Director Kliewer states that he has been Chairman in the past. Due to personal reasons, at this time he is not prepared to be Chairman, but would be open to assisting as Vice chair if chosen.

Secretary Davis collects the votes for Chair. Director Anderson is voted for 3/1 as the Board Chairman starting January 2016. He thanks the Board and accepts the position.

Secretary Davis collects the votes for Vice-Chairman. Director Kliewer is voted for 3/1 as the Board Vice-Chairman starting January 2016.

8. Next regularly scheduled Board Meeting Monday, January 11th, 2016 at 10:00 a.m.

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

Chief Joyce reads November report to the Board. (See attached.)

November Training: Multi agency training with Dunsmuir. They had a few live burns at the training center, focusing on fire behavior and suppression tactics. Ground ladder, and hydrant connection training in Dunsmuir, discussing different types of hose lays, reverse lays and forward lays.

Assistant Chief Duncan and Captain Burns finished their 4 week Hazmat Tech classes and are now Hazmat technicians. Chief Joyce states that the County is looking into paying for them to finish the series,(2 more classes), so they can become specialists. Director Anderson asks if they will join the County Hazmat team. Chief Joyce states that they can, and will apply for SMERT (?), based in Redding. Director Anderson asks if the District or the City would need to purchase additional equipment. Chief Joyce states that it wouldn't hurt to buy some of it, like the basics, but the District couldn't afford everything needed. And Asst. Chief Duncan and Captain Burns wouldn't handle an entire Hazmat incident themselves, and would have to wait for the Redding team to respond as they have all of the specialized equipment, so the District doesn't need to invest in lots of equipment at this time.

Chief Joyce states that Director Miller was able to inform everyone of the Board of the Christmas Party, to be held at Lalo's on December 20th at 6:00.

10. Mt Shasta Fire Protection District Newspaper article report —Chief Joyce

Information was sent into the newspaper. Director Beem confirms it was included.

Director Kliewer asks Chief Joyce if there are any concerns with the engines and equipment. Chief Joyce states no, and the District just put new tires on the Chief's, Asst. Chief's, and Squad trucks. They plan to replace tires on the water tender after winter. All of the engines and equipment are, presently, running well.

11. Fund Transfers

Secretary Davis informs the Board there were two fund transfers in the month of November.

12. Payment of the Bills

While the Board reviews the bills, Director Anderson states that at the last meeting where former Secretary Patania was present, they had planned to review the District's Facebook page, and update the website with photos. He asks Secretary Davis to put this on January's agenda.

Director Kliewer motions to pay the bills. Director Beem seconds. Motion passes, 4-0.

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 if there are any Board comments.

Director Miller asks Chief Joyce about the billing from Cross Petroleum. He states that there are no vehicle numbers listed, just employee (actually listed as driver #) numbers. Chief Joyce states that the employee number is actually a pin number assigned to each vehicle. He has the list of pins for each vehicle and is able to review each bill. Chief Joyce states he can look into whether or not employees can enter vehicle number, and he can provide the Board with the spreadsheet that shows which employee number belongs to each vehicle.

14. Adjournment

10:47.