



**Board of Directors  
Meeting  
November 12, 2007**

**Members Present:** Jack Ferguson, Chairman  
Gary Nicholls, Director  
Ted Chase, Director  
Oly Olsen, Director  
Stephen Morgan, Director

**Also Present:** Adrian Rogers, Fire Chief  
Sharyn Toso, Administrative Assistant

**1.0 CALL TO ORDER:** The meeting was called to order by Chairman Ferguson at 7:00 pm.

**2.0 PUBLIC COMMENT PERIOD:** None

**3.0 APPROVAL OF AGENDA:** No changes made to agenda.

**4.0 CONSENT CALENDAR:**

4.1 – 4.2 The minutes of the 10/8/07 meeting and 10/15/07 special meeting and the October warrants were presented for approval. A motion was made by Gary Nicholls to approve the minutes and warrants as presented, seconded by Stephen Morgan, passed unanimously.

**5.0 COMMUNICATIONS:** None

**6.0 SPOKESPERSON FOR THE DEPARTMENT**

6.1 Fire Chief's Report for October 2007 was given to the Board for review. Chief Rogers stated that a new board member workshop will be scheduled so they can be brought up to speed with current District items. All members will be notified once a date has been set for the workshop. Director Morgan asked about the funding for the evacuation maps. Chief Rogers stated that the funding for the evacuation maps has been depleted.

6.2 Fire Marshal's report for October 2007 was given to the Board for review, accepted as presented.

6.3 Training Officer's report for October 2007 was given to the Board for review, accepted as presented. Chairman Ferguson asked for the total administration fee collect for our All-Risk member, which was a grand total of \$2684.34 to date.

6.4 Minutes of the November 2007 Paid Staff Meeting were given to the Board for review. Captain Moore noted that the paid staff would like to go to a 48/96 schedule for a six month trial. A side letter from the Union addressing the temporary change will need to be drafted to reflect this in the MOU. Chief Rogers stated that he needs to confirm with

legal council to see if this can be done outside of negotiations prior to making the change.

- 6.5 Minutes of the November 2007 Volunteer Association Meeting were given to the Board for review, accepted as presented. Captain Moore announced the Districts Christmas party will be on December 15, 2007 here at the station. Director Nicholls suggested inviting the new Board members to the Christmas party.

A motion was made by Stephan Morgan to accept 6.1 thru 6.5 as presented, seconded by Oly Olsen, passed unanimously.

- 6.6 The Board reviewed and discussed the draft Engineers Report prepared by SCI Consulting. Director Nicholls suggested holding a workshop with all parties involved including the new Board members so they can be brought up to speed on the fire assessment fee. Chief Rogers also suggested having a workshop and contacting SCI Consulting to arrange for their representative to be present for the workshop. Board agreed to holding a assessment fee workshop with SCI Consulting present. Workshop will be scheduled for Thursday November 29, 2007 at 6:00 pm here at the main station and dinner will be served. All questions for SCI Consulting will need to be submitted in writing to Chief Rogers by Monday November 19, 2007 so he can have SCI review them prior to attending the workshop.

**7.0 OLD BUSINESS: None**

**8.0 ACTION ITEMS:**

- 8.1 A motion was made by Ted Chase to approve the Annual Volunteer Activity report for fiscal year 2006/2007 as presented, seconded by Stephen Morgan, passed unanimously.

**9.0 NEW BUSINESS:**

- 9.1 The Board discussed the City of Shasta Lake Notice of Preparation for an Environmental Impact Report (ERI) for the Amendment to the Shasta Dam Area Redevelopment Plan. Chief Rogers stated that the ERI will have a negative impact on the Fire District. A response letter to the City of Shasta Lake will be prepared by the Districts legal council outlining the negative impact. The letter needs to be completed by November 26, 2007 and Chairman Ferguson will follow-up with legal council as well as Chief Rogers to help prepare a draft response.

**CLOSED SESSION**

Chairman Ferguson stated the Board would be entering into Closed Session at 8:07 pm. for the Public Employee Annual Performance Evaluation for Administrative Assistant Sharyn Toso and discussion of potential real estate acquisition.

Open session reconvened at 8:43 pm. A motion was made by Ted Chase to remove from probation Administrative Assistant Sharyn Toso and move to a permanent Administrative Assistant position, seconded by Oly Olsen, passed unanimously.

The potential acquisition of real estate was discussed but no action was taken.

**10.0 DIRECTORS COMMENTS:**

Director Morgan stated that the Veteran’s Day pancake breakfast went very well. The Central Valley football players helped out with the breakfast and the association had a \$786 profit. Board requested having a thank you letter sent to the Central Valley school newspaper thanking the football players for contributing their help.

**ADJOURNMENT**

A motion for adjournment was made by Gary Nicholls, seconded by Oly Olson, passed unanimously. Chairman Ferguson brought the meeting to a close at 8:45 pm.

Submitted by:

\_\_\_\_\_  
Sharyn Toso, District Secretary

\_\_\_\_\_  
Date

Approved by:

\_\_\_\_\_  
Jack Ferguson, Chairman

\_\_\_\_\_  
Date