



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

**Members Present:** Jack Ferguson, Chairman  
Gary Nicholls, Director  
Oly Olsen, Director  
Ted Chase, 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 Jack Ferguson at 7:00 pm.
- 2.0 PUBLIC COMMENT PERIOD:** Introduction of Kim a 17 year Shasta Lake citizen.
- 3.0 APPROVAL OF AGENDA:** No changes made to agenda.
- 4.0 CONSENT CALENDAR**
  - 4.1 – 4.2 The minutes of the February 12, 2007 meeting and the February warrants were presented for approval. A motion was made by Oly Olsen to approve the minutes and warrants as presented, seconded by Stephen Morgan, passed unanimously.
- 5.0 COMMUNICATIONS**
  - 5.1 Board reviewed and discussed FAIRA nomination form & library resource sheet. Director Nicholls suggested the District order from their library.
  - 5.2 Letter from the Union regarding the opening of union negotiations will be further discussed in closed session.
- 6.0 SPOKESPERSON FOR THE DEPARTMENT**
  - 6.1 Fire Chief's Report for February 2007 was given to the Board for review. 2005-2006 Audit was not agendize as an action item this month and will be tabled for next board meeting, April 2007. Director Morgan requested the Chief to include the number of Mt. Gate calls the District responds to on the monthly incident report. Director Nicholls asked for a time-line for the administration office project. Chief Rogers clarified time-line with the project starting March 24, 2007 and concluding March 30, 2007.

- 6.2 Fire Marshall's report for February 2007 was given to the Board for review, accepted as presented.
- 6.3 Training Officer's report for February 2007 was given to the Board for review. BC Smutz discussed the Assistance to Firefighters Grant that the District was awarded. The funds will be used to purchase a new air trailer and multiple SCBA units.
- 6.4 Minutes of the February 2007 Paid Staff Meeting were given to the Board for review, accepted as presented.
- 6.5 Minutes of the February 2007 Volunteer Association Meeting were given to the Board for review, accepted as presented.

A motion was made by Stephen Morgan to accept items 6.1 – 6.5 as presented, seconded by Oly Olsen, passed unanimously.

- 6.6 Board will further discuss fire suppression fee under item 8.1

**7.0 OLD BUSINESS:** No old business

**8.0 ACTION ITEMS:**

- 8.1 Board discussed implementing a fire suppression fee. Chief Rogers clarified the District is responsible for much more than just fires, such as hazmat, wildland fires and medicals. The District needs to educate the public on exactly what services the citizens receive and where our funding comes from. Board agreed the District needs to generate additional revenue to maintain current level of service. Chief Rogers estimated \$120,000 increase/decrease in the budget to maintain the current level of service. Director Nichols pointed out the three major categories are personnel, operational, and capital improvements. Public comment from an unidentified 30 year residence stating staffing is not outrageous and the revenue needs to be increased. Chief Rogers encouraged the public to participate in our community education campaign and recommend hiring a consultant to perform an engineering study for the District. Director Ferguson suggested holding a public workshop. A motion was made by Gary Nicholls to hold a public fire suppression fee workshop Wednesday, March 21, 2007 at 6:00 pm, seconded by Oly Olsen, passed unanimously.
- 8.2 A motion was made by Oly Olsen to approve Resolution 07-01 for a budget transfer of \$7,000 for the administrative office project from Reserves to Maintenance of Structures, seconded by Ted Chase, passed unanimously.
- 8.3 Board discussed a recognition award/certificate and a letter of thanks from the Board to Pat Wycoff for her 19 years of service. Public comment from Jerry Hill, 19778 Gray Rock Road noting that there should have been at least one Board member in attendance at Pat's retirement party. A motion was made by Gary Nicholls to present Pat Wycoff with a certificate of

appreciation and a thank you letter from the Board, seconded by Ted Chase, passed unanimously.

**9.0 NEW BUSINESS:** No new business

**CLOSED SESSION**

Chairman Ferguson stated the Board would be entering into Closed Session at 8:25 pm to discuss labor negotiations and Fire Chief Rogers Employee Performance Evaluation.

Open session reconvened at 9:20 pm. Chairman Ferguson reported Chief Rogers evaluation was discussed with goals set and union negotiations will be brought back to the Union Negotiation Committee.

**10.0 DIRECTORS COMMENTS**

Director Morgan discussed an article that was published in the Red Bluff newspaper regarding a smoke detector program. Director Morgan would like to see the District implement a similar program for the city's residence. The Board gave direction to the staff to pursue such a program.

The Board discussed possibly having an information sign out in front of Station 42.

**ADJOURNMENT**

A motion for adjournment was made by Jack Ferguson, seconded by Gary Nicholls, passed unanimously. Chairman Ferguson brought the meeting to a close at 9:25 pm

Submitted by:

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

\_\_\_\_\_  
Date

Approved by:

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

\_\_\_\_\_  
Date