



SHASTA LAKE FIRE PROTECTION DISTRICT

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Board of Directors Meeting April 13, 2009

Members Present: Stephen Morgan, Chairman
Jack Ferguson, Vice-Chairman
Daniel Emry, Director
Lori Chapman-Sifers, Director

Members Absent: Ted Chase, Director

Staff Present: Adrian Rogers, Fire Chief
Sharyn Toso, Administrative Assistant

1.0 CALL TO ORDER: The meeting was called to order by Chairman Morgan at 7:01 pm.

2.0 PUBLIC COMMENT PERIOD: None

3.0 APPROVAL OF AGENDA:

Action Item 8.7 - Selection & Approval of the Winning Bid of the HVAC System for the Main Station was removed from the agenda due to biding inaccuracies.

4.0 CONSENT CALENDAR:

4.1 The minutes of the 3/9/09 Board Meeting were presented for approval, accepted as presented.

4.2 The minutes for the 3/30/09 Organization & Personnel Committee meeting were presented for approval, accepted as presented.

4.4 The March warrants for \$39,328.07 were presented for approval, accepted as presented.

A motion was made by Jack Ferguson to approve 4.1, 4.2, and 4.4 as presented, seconded by Lori Chapman-Sifers, passed unanimously.

4.3 The minutes for the 3/31/09 Planning & Finance Committee meeting were presented for approval. There was further discussion regarding action item 3.4 and what the total cost will be for the District in the upcoming November elections. At this time the elections department is unable to provide an actual cost, so the committee recommend budgeting 20% more then what was charged for the last elections which was \$6,100.

4.5 The board reviewed the revised minutes from the board meeting on Monday, February 9, 2009. The board agreed to the revisions with the addition of the following language; *The Board noted that the Supreme Court of California case submitted by Mr. Nicholls was not the correct case.*

A motion was made by Jack Ferguson to accept 4.3 and 4.5 with noted language addition, seconded by Daniel Emry, passed unanimously.

5.0 COMMUNICATIONS:

- 5.1 Chairman Morgan requested that any futures budget requested include the account number from which it will be deducted from and how much money is in that particular account.
- 5.2 The board reviewed the Merrill Lynch portfolio review, accepted as presented.
- 5.3 The board reviewed the 2009 Special District Legislative Days flyer. Director Chapman-Sifers stated that she was interested in attending the Legislative Days event so the District has representation there.
- 5.4 The board reviewed the memo from the California Special District Association (CSDA) regarding CSDA 2009 Annual Conference Awards Nominations. There was no further discussion.
- 5.5 The Board reviewed the information on the City of Shasta Lake 2020-2025 visioning forum. Addition information on the forum is still to come.
- 5.6 The board reviewed the information from the Shasta County Elections Department regarding appointments to file candidacy paperwork. There was no further discussion.

6.0 SPOKESPERSON FOR THE DEPARTMENT

- 6.1 The Fire Chief's report for March 2009 was given to the board for review. Chief Rogers further discuss the potential of Shasta County Fire charging the fire districts in the county for dispatching services which could cost approximately \$21,000 annually for the district worst case scenario.
- 6.2 The Fire Marshal's report for March 2009 was given to the board for review, accepted as presented.
- 6.3 The Training Officer's report for March 2009 was given to the board for review. BC Beck announced that AFG (Assistance to Firefighter Grant) is now open. We will be applying for a platform truck & radios again. The grant closed May 20, 2009. The Engineers eligibility list interviews will be Saturday April 18, 2009 starting at 10 am for a total of 12 interviews. The interview panel will consist of 3 Captains, BC Beck and one of the Districts board members if one of them are available, which Chairman Morgan volunteered for.
- 6.4 The paid staff meeting minutes for March 2009 was given to the board for review, accepted as presented.
- 6.5 The Shasta Lake Firefighter's Association minutes for April 2009 was not submitted in time. Association President Phillip Moyer was present and gave a brief update. The Shasta Damboree will be May 2, 2009 as well as the fire halls annual pancake breakfast. Any board members that could help with the breakfast would be much appreciated. The talent show and spaghetti feed will be at Central Valley High School April 30, 2009 which will kick-off the Shasta Damboree celebration.

- 6.6 Chief Rogers updated the board on the Planning & Finance committee. The committee viewed the districts entire fleet and discussed future apparatus plans and whether or not to go with a single engine company. They also discussed combining the patrol and rescue, training, prevention and the master plan. Director Chapman-Sifers stated that Chief Rogers did a great job having all the apparatus at the station for their review.

BC Beck announced that the new engine's delivery date is June 1, 2009 and the potential target date to have it on-line is by the end of June. There was further discussion on the financing, payment schedule and ordering equipment. BC Beck and Captain Moore will be going back to do the Sutphen plant for the final inspection which will include brake and pump tests.

- 6.7 Vice Chair Ferguson updated the board on the Organization and Personnel committee. The committee discussed the Citizen advisory committee meeting, Standard Operating Procedures and the search for legal representation for the District.
- 6.8 The board reviewed the monthly payroll report. Vice Chair Ferguson asked that we only put the total monthly payout for payroll and that it was not necessary to include all the other information that was on the report.

7.0 OLD BUSINESS:

- 7.1 The board discussed the future of the ALS program at the district. Chief Rogers stated that he ran the numbers for potentially sending one employee through the paramedic program which could cost as much as \$21,000 at the rate of time and a half. The school cost is \$3,000 which is 400 classroom hours with the addition of 140 clinical hours. If the District is serious about the program, then he recommends that there should be some kind of contract, such as a 5-year contract, that the employee would need to enter into prior to starting the program. The District could also explore the possibility of becoming an EMS protection district as well as a fire protection district. The board expressed their interest in the program and would like to continue in this direction.
- 7.2 The board reviewed the letter of interest for legal representation for the district that was sent out to Michael Fitzpatrick, Attorney at Law, Alan Swanson, Attorney at Law and Reese, Smalley, Wiseman & Schweitzer law firm all located in Redding. The firms have until May 1, 2009 to respond.

8.0 ACTION ITEMS:

- 8.1 The board reviewed and discussed the possibility to surplus Patrol 42, the 1990 Ford F350 as recommended by the Planning & Finance committee. A motion was made by Jack Ferguson to surplus Patrol 42 & to send out a notice to fire departments in the area, seconded by Daniel Emry, passed unanimously.
- 8.2 The board reviewed and discussed the 2009 Seasonal Firefighter Proposal submitted by BC Beck. The proposal is to increase the seasonal firefighter pay rate to \$10.00 an hour and a work week of 3/12 shift or 36 hours. A motion was made by Lori Chapman-Sifers to approve the proposal as presented, seconded by Jack Ferguson, passed unanimously.
- 8.3 The board reviewed the 2009 Seasonal Firefighter Job Announcement. A motion was made by Lori Chapman-Sifers to approve the job announcement as presented, seconded by Daniel Emry, passed unanimously.

- 8.4 The board reviewed SOP 1407, General Orders, Medical Incident Reporting as recommended by the Organization & Personnel Committee. A motion was made by Jack Ferguson to approve SOP 1407 as written & recommended by the committee, seconded by Lori Chapman-Sifers, passed unanimously.
- 8.5 The board reviewed the letter from the Volunteer Firefighter's of Cottonwood offering \$900.00 to purchase the District's Chevy S10 Blazer, Utility 242. A motion was made by Jack Ferguson to accept the offer from Cottonwood volunteer firefighters for \$900, seconded by Daniel Emry, passed unanimously.
- 8.6 The board reviewed and discussed purchasing the Xerox Phaser 8560 MFP/D printer for \$1,846. The board agreed to the purchase but wish to explore a service contract for the printer. TABLED – for the May 11, 2009 Board meeting pending service contract information & proposals for the Xerox Phaser 8560 MFP/D.
- 8.7 Item has been removed from agenda. See above 3.0 - Approval of Agenda.
- 8.8 The board reviewed and discussed approving Resolution 09-06 budget transfer. It will be transferring \$4,764 from 065000 F/A Equipment & \$2,193 from 065175 2 Trucks w Accessories to 035500 Minor Equipment. Recognizing \$3,000 in 692021 Out of District Response and increasing Minor Equipment for a total of \$9,957. A motion was made by Jack Ferguson to approve Resolution 09-06 Budget Transfer as presented, seconded by Daniel Emry, passed unanimously.
- 8.9 The board discussed the Fire Chief's contract. Section IV, letter H the number of days was changed from 90 to 180, which now reads,
"If the employee is not able to perform his normal duties for more than 180 days, this contract will become void."
A motion was made by Daniel Emry to accept the Fire Chief's contract as presented and with noted change, seconded by Jack Ferguson, passed unanimously.
- 8.10 The board reviewed and discussed the agreement between Battalion Chef Dennis Beck and the District. A motion was made by Jack Ferguson to accept the agreement as presented, seconded by Lori Chapman-Sifers, passed unanimously.
- 8.11 The board reviewed and discussed approving Resolution 09-07 Budget Transfer. It will be recognizing \$60,000 in 692021 Out of District Response and increasing 017001 Extra Help USFS \$60,000. A motion was made by Lori Chapman-Sifers to approve Resolution 09-07 Budget Transfer as presented, seconded by Jack Ferguson, passed unanimously.

9.0 NEW BUSINESS: None

CLOSED SESSION

Chairman Morgan announced that the board will be entering into closed session at 8:49 pm to discuss labor negotiations pursuant to Government Code 54957 and potential real estate acquisition pursuant to Government Code Section 54956.8.

Open session reconvened at 9:30 pm. Chairman Morgan reported that the board discussed labor negotiations and possible real estate acquisition. No other items were discussed.

10.0 DIRECTORS COMMENTS:

Chairman Morgan noted that the Firefighter of the Year Roast was fun, well done and thank you for the invite.

11.0 ADJOURNMENT

A motion for adjournment was made by Jack Ferguson, seconded by Lori Chapman-Sifers, passed unanimously. Chairman Morgan brought the meeting to a close at 9:33 pm.

Submitted by:

Sharyn Toso, District Secretary

Date

Approved by:

Stephen Morgan, Chairman

Date