



## **Board of Directors**

### **Meeting**

**April 9, 2007**

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

**Members Absent:** Oly Olsen, 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:** None

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

**4.0 CONSENT CALENDAR:**

4.1 – 4.2 The minutes of the March 2007 meeting and the March warrants were presented for approval. Chief Rogers noted a spelling correction of “auction” to “action” in section 6.1. A motion was made by Gary Nicholls to approve the March minutes and warrants with correction, seconded by Ted Chase, passed unanimously.

**5.0 COMMUNICATIONS:** None

**6.0 SPOKESPERSON FOR THE DEPARTMENT**

6.1 Fire Chief’s Report for March 2007 was given to the Board for review. Chief Rogers discussed the demotion of BC Smutz, the promotion of Captain Beck and Captain Haker’s official last day is April 14, 2007. The BC test is scheduled for April 12, 2007. Director Nicholls congratulated Chief Rogers for assuming the new position as President of Shasta County Fire Chiefs Association. Further discussed Mountain Gate mutual aid contract, Director Ferguson expressed concern regarding the number of medical calls the District is responding to in Mountain Gate.

6.2 Fire Marshall’s report for March 2007 was given to the Board for review, accepted as presented.

6.3 Training Officer’s report for March 2007 was given to the Board for review, accepted as presented.

- 6.4 Minutes of the April 2007 Paid Staff Meeting were given to the Board for review, accepted as presented.
- 6.5 Minutes of the April 2007 Volunteer Association Meeting were given to the Board for review, accepted as presented. Director Nicholls expressed his appreciation for all the work they have done on the office project, both paid staff and volunteers.
- 6.6 The Board will further discuss the fire suppression survey under item 8.10.

A motion was made by Stephen Morgan to accept items 6.1 to 6.6 as presented, second by Ted Chase, passed unanimously.

**7.0 OLD BUSINESS:** None

**8.0 ACTION ITEMS:**

- 8.1 A motion was made by Gary Nicholls to approve 2005-2006 Audit, seconded by Ted Chase, passed unanimously.
- 8.2 Chief Rogers will discuss the proposed charges of \$1,000 for the District and \$1,000 for the City of Shasta Lake with CDF which results in double charging the City residents. Director Nicholls suggest tabling for next Board meeting. Board agreed, tabled for next Board meeting on May 10, 2007.
- 8.3 Board reviewed Audit RFP letter and directed to send to all CPA firms listed in the phone book. Director Nicholls noted that a public notice needs to be posted in the Record Searchlight A motion was made by Gary Nicholls to approve the Audit RFP letter as presented, second by Ted Chase, passed unanimously.
- 8.4 A motion was made by Stephen Morgan to approve budget increase for the administration office project by \$3,000, seconded by Jack Ferguson, passed unanimously.
- 8.5 A motion was made by Gary Nicholls to approve Resolution 07-02 budget transfer of \$2,000 to Office Expense from Reserves, seconded by Stephen Morgan, passed unanimously.
- 8.6 A motion was made by Ted Chase to approve Resolution 07-03 budget transfer of \$2,500 to Small Tools & Equipment from Fixed Assets-Equipment, seconded by Gary Nicholls, passed unanimously.
- 8.7 Chief Rogers discussed and clarified the movement of the funds. A motion was made by Gary Nicholls to approve Resolution 07-04 budget transfer for County Fire Service Contract, seconded by Jack Ferguson, passed unanimously.

- 8.8 A motion was made by Ted Chase to approve Chief Rogers to attend FDAC/CalChiefs Legislative Day conference, seconded by Stephen Morgan, passed unanimously.
- 8.9 The Board review and discussed the proposal of the fire protection stand-by for Shasta Raceway Park for the 2007 race season. Several issues came to surface regarding an appropriate hourly rate, insurance, and the Union. Director Nicholls recommend we speak to the Raceway first to see if they would be willing to accept a proposed hourly rate of \$350.00. Board directed Chief Rogers to contact the Raceway to see if they are interested in an hourly rate of \$350.00 for fire protection stand-by. Tabled for next Board meeting on May 14, 2007.
- 8.10 The Board discussed the hiring of a Consultant/Engineering firm to conduct a study for the District regarding a proposed fire assessment fee. Director Nicholls defined what an engineers report consist of. Chief Rogers suggested we move towards wildland fire protection. A motion was made by Gary Nicholls to call for bids for a fire assessment engineer service, second by Ted Chase, passed unanimously. Further discuss regarding scheduling of a special Board meeting to review the proposed Engineer RFP letter. The Special Board meeting will be held on April 25<sup>th</sup>, 2007 at 9:00 am to review and approve the Engineer RFP letter.
- 8.11 A motion was made by Gary Nicholls to submit the FASIS Board of Directors Election Ballot vote as presented by FASIS, seconded by Jack Ferguson, passed unanimously.

## **9.0 NEW BUSINESS**

No new business

## **CLOSED SESSION**

Chairman Ferguson stated the Board would be entering into Closed Session at 8:48 pm. to discuss labor negotiations.

Open session reconvened at 8:50 pm. Chairman Ferguson stated there was nothing to report.

## **10.0 DIRECTORS COMMENTS**

Director Nicholls requested future agenda packets to be in binders for all Board members.

Chief Rogers announced that he will be on vacation from May 11, 2007 to May 24, 2007.

Chairman Ferguson announced that he will be on vacation from May 18, 2007 to May 30, 2007. Any issues need to be directed to Vice-Chair Nicholls while he is on vacation.

Chairman Ferguson would like something done for all the staff that contributed their time to the construction of the Administration Office project.

**ADJOURNMENT**

A motion for adjournment was made by Stephan Morgan, seconded by Ted Chase, passed unanimously. Chairman Ferguson brought the meeting to a close at 8:55 pm

Submitted by:

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

\_\_\_\_\_  
Date

Approved by:

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

\_\_\_\_\_  
Date