



**Board of Directors
Meeting
May 12, 2008**

Members Present: Jack Ferguson, Chairman
Stephen Morgan, Director
Ted Chase, Director
Daniel Emry, Director
Lori Chapman-Sifers, 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 7:02 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 4/14/08 board meeting and the Planning and Finance Committee meeting on 4/24/08 and 5/8/08 and the April warrants were presented for approval. A motion was made by Stephen Morgan to approve the board minutes of 4/14/08, Planning and Finance committee minutes of 4/24/08 and 5/8/08 and the April warrants as presented, seconded by Lori Chapman-Sifers, passed unanimously.

5.0 COMMUNICATIONS:

5.1 The Board reviewed the City of Shasta Lake wildland fire evacuation plan and map. Chairman Ferguson noted that the plan and map was very nicely done.

5.2 The Board reviewed the “*New Brown Act Legislation to Go Into Affect Soon*” Article. The board noted that the article was for informational purpose.

5.3 The Board reviewed the CHP Requirements for Fire Apparatus documents and Director Chapman-Sifers quickly recapped her experience at the 2008 Legislative Action Days, which was positive.

6.0 SPOKESPERSON FOR THE DEPARTMENT

6.1 Fire Chief’s Report for April 2008 was given to the Board for review. Chairman Ferguson noted that he was concerned about the number of ballots that have been returned do to insufficient mailing addresses. Chief Rogers stated that it was not uncommon for the amount of returned ballots and that all the returned ballots will

be forwarded to SCI Consulting so they can further research a current address. Director Emry noted how efficient the crew was during the Damboree pancake breakfast.

- 6.2 Fire Marshal's report for April 2008 was given to the Board for review. BC Dahlen discussed the process of citing a citizen in violation of an illegal burn and the allocation of the monies generated from the citation. The current fee schedule would start at \$75 and work up to \$500. Multiple violations lead to a misdemeanor and a felony would be arson, which would be filed through the District Attorneys office.
- 6.3 Training Officer's report for April 2008 was given to the Board for review. Chairman Ferguson thanked BC Beck for the equipment repair cost report. BC Beck clarified the repair issues with WT42 and further discussed the criteria for the annual pack test
- 6.4 Minutes of the April 2008 Paid Staff Meeting were given to the Board for review, accepted as presented.
- 6.5 Minutes of the May 2008 Volunteer Association Meeting were given to the Board for review. Chairman Ferguson noted that he was very disturbed about the REO being left unattended when it broke down during the Damboree parade. Chief Rogers stated that the issue has been addressed and corrected.
- 6.6 Chief Rogers reported that 13% of the ballots have been returned so far according to SCI Consulting, which can not be open and tabulated until June 24, 2008. Citizens have been calling in with questions. One common question was how much does the District normally receive from property taxes, which is approximately .00336% based on the County total income.

A motion was made by Ted Chase to accept 6.1 – 6.6 as presented, seconded by Jack Ferguson, passed unanimously.

7.0 OLD BUSINESS:

- 7.1 The Board discussed the Five Year Plan. Chief Rogers noted that he is working on the 2010 ISO rating renewal, which the Districts current rating is a 4. There has been no further progress on the Five Year Plan because of the pending results from the Benefit Assessment Fee. Any ideas for the Plan need to be noted and held until the committee meets after the results of the Benefit Assessment Fee in June.

8.0 ACTION ITEMS:

- 8.1 The Board reviewed and discussed Resolution #08-08 2008/2009 Preliminary Budget. Chief Rogers noted that the revenue has not changed from the 2007/2008 budget and the fixed assets are not normally listed on the preliminary budget because they can not be purchased until the final budget adoption. A motion was made by Stephen Morgan to approve Resolution #08-08 2008/2009 preliminary budget as presented, seconded by Lori Chapman-Sifers, passed unanimously.
- 8.2 The Board discussed and reviewed Resolution #08-07 Adopting Finding of Fact Regarding Modifications to the California Fire Code, 2007 Edition. A motion was

made by Stephen Morgan to approve Resolution #80-07 as presented, seconded by Daniel Emry, passed unanimously.

- 8.3 – 8.4 The Board reviewed Ordinance #80-01 Amending the California Fire Code, Section 3404.2.9.5.1, section 3406.2.4.4, Section 3804.2, Section 3301, Section 3204.3.1.1, and Section 903.3 and Ordinance #08-02 Adopting the International Fire Code and the California Fire Code Prescribing Regulations Governing Conditions Hazardous to Life and Property from Fire, Hazardous Materials, or Explosions and Providing for the Issuance of Permits for Hazardous Uses or Operations. BC Dahlen noted that the two Ordinances are draft copies only and not the first reading. They are merely for the board to review the draft copies and pending the Public Hearing slated for June 11, 2008. The Ordinances will be forwarded as attachments along with Resolution 08-07 and a cover letter to the Shasta County Board of Supervisors.

A motion was made by Ted Chase to accept Ordinance #08-01 and 08-02 as introductory draft copies only, seconded by Stephen Morgan, passed unanimously.

- 8.5 The Board reviewed the letter to the Shasta County Board of Supervisors Regarding Adopting of Resolution 08-07 and Proposal of Ordinance 08-01. The Board noted that the current Chairman is Linda Hartman and not Mark Cibula, so the letter needs to reflect that. A motion was made by Stephen Morgan to approve the letter to the Shasta County Board of Supervisors regarding adopting of Resolution 08-07 and proposal of Ordinance 08-01 with the noted change, seconded by Ted Chase, passed unanimously.
- 8.6 The Board reviewed Resolution 08-09 Budget Transfer of \$68,420 from DHS Grant to Equipment, Clothing Allowance, and Minor Equipment/Fire Equipment. A motion was made by Lori Chapman-Sifers to approve Resolution 08-09 as presented, seconded by Ted Chase, passed unanimously.
- 8.7 The Board reviewed the Journal Entry of \$42.00 to Shasta County Public Health. A motion was made by Stephen Morgan to approve Journal Entry of \$42.00 to Shasta County Public Health, seconded by Ted Chase, passed unanimously.
- 8.8 The Board reviewed the Journal Entry of \$100.00 to Shasta County Fire Department. A motion was made by Ted Chase to approve Journal Entry of \$100.00 to Shasta County Fire Department, seconded by Lori Chapman-Sifers, passed unanimously.
- 8.9 The Board discussed the possibility of the Fire Chief and Battalion Chief's to carry firearms. Director Emry stated that because of the intricate legalities of the chief officers carrying firearms, the board needs to take their time covering all aspects before approving a policy. The board agreed to table the carrying of firearms by the chief officers until the September board meeting allowing time for the Organization and Personnel committee to meet and create a draft policy. Tabled
- 8.10 The Board reviewed the price quote increase from Valley Industrial Communications, Inc. from \$5,568.47 to \$6,227.70 for the accessories for the new fire district vehicle. Chief Rogers noted that the old quote had misquoted items and in the best interest of the District and to show good business practice he asked Valley Industrial to submit a corrected quote. A motion was made by Ted chase to approve the revised

quote from Valley Industrial Communications for \$6,227.70, seconded by Stephen Morgan, Passed unanimously.

8.11 The Board reviewed the California Special Districts Association (CSDA) Board of Directors Call for Nominations, no action was taken.

8.12 The Board reviewed and discussed the Benefit Assessment Fee Ballot for Summit City and Central Valley Parcels. Board agreed to table until further review by the District's legal council and SCI Consulting. - Tabled

9.0 **NEW BUSINESS:** None

10.0 DIRECTORS COMMENTS:

Chairman Ferguson stated that all standing committees must be agendize, excluding the Union Negotiation committee, and all Ad-hoc committees do not have to be agendize.

Chairman Ferguson also stated that with all the recent earthquakes, he is concerned for the safety of the District's personnel while at the station since the station would not withstand an earthquake of any magnitude. He would like the board to think about a safer station and requested Chief Rogers to have an evaluation of the station and approximate cost to retrofit the station and present the findings to the board once available.

ADJOURNMENT

A motion for adjournment was made by Stephen Morgan, seconded by Daniel Emry, passed unanimously. Chairman Ferguson brought the meeting to a close at 8:33 pm.

Submitted by:

Sharyn Toso, District Secretary

Date

Approved by:

Jack Ferguson, Chairman

Date