



**Board of Directors
Meeting
August 13, 2007**

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

Members Absent: Ted Chase, Director

Also Present: Adrian Rogers, Fire Chief
Sharyn Toso, Administrative Assistant
David Huscher, Legal Council

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

2.0 PUBLIC COMMENT PERIOD:

Gracious Palmer, 13702 Shasta St, Shasta Lake, CA reporting what she sees as a fire hazard at the vacant property at Leona & Webster which has over grown weeds. The property on Sioux near Autumn Harvest & Trinity is a major dump, fire hazard and health problem. Publicly thanked the responsible party for removing the four feet high weeds that were a fire hazard at the property on Willamette and Montana. Palmer posed a question wanting to know who is responsible for removing the yard sale signs that are posted on public utility poles, which there is a city ordinance against. Director Olsen stated that the City is responsible for the removal of the signs and the City has turned it over to the Citizen Patrol to handle.

3.0 APPROVAL OF AGENDA:

Chairman Ferguson requested to remove labor negotiations for non-bargaining unit employees from closed session and place it under Action Items 8.6 for it was agendized incorrectly.

4.0 CONSENT CALENDAR:

4.1 The minutes of the 7/9/07 meeting, special meeting of 7/12/07 & Planning & Finance meeting of 7/19/07 were presented for approval. A motion was made by Stephen Morgan to approve the minutes as presented, seconded by Oly Olsen, passed unanimously.

4.2 The warrants for July 2007 were present for approval. A motion was made by Gary Nicholls to accept the July 2007 warrants as presented, seconded by Stephen Morgan, passed unanimously.

5.0 COMMUNICATIONS:

5.1 Board reviewed the Shasta LAFCO Notice of Nomination form. Director Morgan stated he would like to stand for election for Shasta LAFCO Special District Commissioner. The Board unanimously decided to nominate Director Morgan to stand for election as a representative of the independent special districts in Shasta County on Shasta LAFCO.

- 5.2 Board reviewed the CSDA Board of Directors 2007 ballot. Director Nicholls moved to select the only candidate on the ballot, seconded by Stephen Morgan, passed unanimously.

6.0 SPOKESPERSON FOR THE DEPARTMENT

- 6.1 Fire Chief's Report for July 2007 was given to the Board for review. Station 2 roof project does not have a completion date set. Chief Rogers introduced SLFPD's newest Captain, Mark Grove and the Fire Safe Council is currently working on evacuation maps. Director Olsen noted the misspelling of the word "education" in the third bullet point, which should have been "educating". Citizen Gracious Palmer requested Chief Rogers to assign one of the paid staff members to attend the Fire Safe Council meeting if he can not attend. Next meeting will be August 28, 2007 at 6:30 pm at the Senior Center. Chief Rogers announced that the District received the grant from Homeland Security for turnouts and a extractor.
- 6.2 Fire Marshal's report for July 2007 was given to the Board for review. Director Morgan discussed the down power lines at the structure fire on Ft. Peck. He was concerned about the firefighter's safety when encountering down power lines and what can be done to promote safety. Director Nicholls strongly encouraged the Board to continue developing SOP's which will then promote personnel safety and decrease the Districts liability. Chairman Ferguson will meet with Chief Rogers to schedule an Organization and Personnel committee meeting to move forward on the SOP's. Citizen Gracious Palmer thanked the Fire Marshal and the District for doing the mailing on clearance requirements that was noted in his monthly report.
- 6.3 Training Officer's report for July 2007 was given to the Board for review. Chairman Ferguson requested BC Beck to include the dollar amount for any repairs in future reports.
- 6.4 Minutes of the August 2007 Paid Staff Meeting were given to the Board for review. Director Morgan stated the quad rescue trailer that was donated to the District by Redding Dirt Riders was very impressive and he was very please with the air trailer that was recently purchased with the grant money. Chief Rogers clarified the reason for the missing SCBA bottles.
- 6.5 Minutes of the August 2007 Volunteer Association Meeting were given to the Board for review, accepted as presented.
- 6.6 Chief Rogers reported that the collection of the impact fees by the City is slowly making forward progress.

7.0 OLD BUSINESS:

- 7.1 The fire hydrant painting program was discussed by the Board. There are a total of 425 hydrants in the City of Shasta Lake. Staff will continue with the maintenance of the hydrants and not participant in the program.
- 7.2 Chief Rogers will complete reviewing the Mountain Gate Automatic Aid Agreement and work towards having it completed for next board meeting. Tabled to next month's regular scheduled meeting.

8.0 ACTION ITEMS:

- 8.1 A motion was made by Stephen Morgan to approve Resolution 07-09, Appropriations Limit for 2007-2008 as presented, second by Gary Nicholls, passed unanimously.
- 8.2 Chairman Ferguson thanked Chief Rogers for the break down on the 2007-2008 budget and requested that he continued that each year. A motion was made by Oly Olsen to approve Resolution 07-10, 2007-2008 Operating Budget as presented, seconded by Stephen Morgan, passed unanimously.
- 8.3 A motion was made by Gary Nicholls to approve Chief Rogers to attend the California Fire Chiefs Association with a cap of \$1,000 for expenditures, seconded by Oly Olsen, passed unanimously.

- 8.4 Legal Council stated that there needs to be a provision in the All-Risk Employee Contract 8.4.2 stating that the All-Risk Members do not qualify for paid members benefits. The following language will be added to the All-Risk Employee Contract on page four after the last paragraph;
“All-Risk members do not accrue time toward nor qualify for the medical retirement benefit offered full-time employees. All-Risk members do not qualify for medical insurance or other benefits provided full-time employees unless specifically stated.”

Director Nicholls stated that the same language also needs to be added to 8.4.3 All-Risk Employee Board Policy #536. Identical language will be added to the All-Risk Board Policy #536, page two after second paragraph.

Legal Council changed the language of the first paragraph on page five of the All-Risk Employee Contract – 8.4.2 to the following;
“This Contract shall remain in effect for a period of one year and from the effective date shall remain in effect for an additional one year period, unless either party shall, at least 30 days prior to the expiration date of any one year period, notify, in writing, the other party to this contract that said party desires to cancel this contract, in which event this contract shall terminate upon the expiration date of such year.”

Director Nicholls noted that 8.4.4 All-Risk Employee Job Description job title and status needs to be changed to reflect the All-Risk Board Policy. Job title needs to read *“All-Risk Management Team Employees”* and Status needs to read *“Part Time – 1,000 Hour Maximum – Contract Employee”* Director Nicholls also suggested to allow staff to make any non-substitute typographical changes to the final documents that will be distributed.

A motion was made by Oly Olsen to approve all of 8.4 All-Risk Employee with all corrections made, seconded by Stephen Morgan, passed unanimously.

- 8.5 The Board discussed and agreed to surplus the Cascade trailer and the Sweet Air compressor which has been expensed down to zero dollars and provide it to Millville Fire for the cost of \$1.00. A motion was made by Gary Nicholls to surplus the Cascade trailer and Sweet Air compressor and provide it to Millville Fire Protection District for the cost of \$1.00, seconded by Oly Olsen, passed unanimously.

8.6 The Board discussed the proposed agreements from non-bargaining unit employees Battalion Chief Chuck Dahlen and Dennis Beck and Administrative Assistant Sharyn Toso. Director Nicholls suggested adopting a wellness program as a board policy for addressing the gym memberships and training. A motion was made by Oly Olsen to accept the three agreements as presented, second by Stephen Morgan. DISCUSSION – Director Nicholls question whether or not the cost of living pay increase was to include the seasonal firefighters. If so it should be included in the motion. Motion failed. A motion was made by Jack Ferguson to accept the three agreements as presented and include the seasonal firefighters in the cost of living pay increase, seconded by Gary Nicholls. DISCUSSION – Director Morgan stated that the seasonal firefighter’s cost of living pay increase should be a separate motion and this motion is out of order. Legal Council recommended having the motion separate since we are offering different benefits. Chairman Ferguson withdrew his motion. A motion was made by Oly Olsen to accept the three agreements as written, seconded by Gary Nicholls, passed unanimously. The seasonal firefighters cost of living pay increase to be agendized for the next regular scheduled board meeting. - Tabled

9.0 NEW BUSINESS

9.1 Director Nicholls clarified the purpose of the sphere of influence for the Fire Districts Spheres for Shasta LAFCO. Board agreed to have the spheres of influence submitted to the Planning and Finance committee for their review and have it agendized for the next regular scheduled board meeting.

CLOSED SESSION

Chairman Ferguson stated the Board would be entering into Closed Session at 9:25 pm. to discuss Fire Chief Adrian Rogers’s public employee performance evaluation.

Open session reconvened at 9:50 pm. Chairman Ferguson stated that changes needed to be made to Chief Rogers’s evaluation and will be tabled for the next regular scheduled board meeting - TABLED

10.0 DIRECTORS COMMENTS

Director Morgan thanked BC Dahlen for the wake-up call.

ADJOURNMENT

A motion for adjournment was made by Stephen Morgan, seconded by Oly Olsen, passed unanimously. Chairman Ferguson brought the meeting to a close at 9:57 pm

Submitted by:

Sharyn Toso, District Secretary

Date

Approved by:

Jack Ferguson, Chairman

Date