



**Board of Directors
Meeting
September 10, 2007**

Members Present: Jack Ferguson, Chairman
Gary Nicholls, Director
Ted Chase, Director
Oly Olsen, Director

Members Absent: Stephen Morgan, Director
Adrian Rogers, Fire Chief

Also Present: Chuck Dahlen, Battalion Chief
Sharyn Toso, Administrative Assistant

1.0 CALL TO ORDER: The meeting was called to order by Chairman Ferguson at 7:04 pm.

2.0 PUBLIC COMMENT PERIOD:
Gracious Palmer, 13702 Shasta St, Shasta Lake, CA announced a reminder of the 9/11 Ceremony to take place here at station out at the monument tomorrow starting at 6:30 pm.
Lori Chapman-Sifers 1216 Cedar St., Shasta Lake, CA introduced herself.

3.0 APPROVAL OF AGENDA:
Chairman Ferguson requested to cancel the closed session – Public Employee Performance Evaluation for Fire Chief Adrian Rogers and table for the next regular scheduled meeting. - TABLED

4.0 CONSENT CALENDAR:

- 4.1 The minutes of the 8/13/07 meeting & special meeting of 8/24/07 were presented for approval. A motion was made by Oly Olsen to approve the minutes as presented, seconded by Gary Nicholls, passed unanimously.
- 4.2 The warrants for August 2007 were present for approval. A motion was made by Oly Olsen to accept the August 2007 warrants as presented, seconded by Gary Nicholls, passed unanimously.
- 4.3 A motion was made by Ted Chase to approve Captain Mark Grove, Engineer Gerald Gross, & volunteer James Quinn, second by Gary Nicholls, passed unanimously.

5.0 COMMUNICATIONS:

- 5.1 Board reviewed the article “*States Get \$1 Billion to Talk – Funds to Reinforce Communication in First Responders*” Battalion Chief Dahlen commented that the grant pack has been pulled and the application process is very high tech.
- 5.2 Board reviewed the California Special District Association (CSDA) 2008 Committee Appointments.

6.0 SPOKESPERSON FOR THE DEPARTMENT

- 6.1 Fire Chief’s Report for August 2007 was given to the Board for review. BC Dahlen was filling in for Chief Rogers in his absents. Board discussed whether to have the audit done every three years or biannually. Need to follow up with Simmons & Associates. BC Dahlen discussed the Mass Casualty Incident trailer (MCI) that is now positioned at Station 42 provided by County Fire. The MCI was funded by a grant awarded to County Fire and there is a total of five MCI’s strategically positioned throughout the county.
- 6.2 Fire Marshal’s report for August 2007 was given to the Board for review. BC Dahlen reported on weed abatement, which is moving forward and still tackling problems as they arise. There is a progression of enforcement on property owners with weed abatement issues. Chief Rogers will be handling the problem property noted at the last Board meeting.
- 6.3 Training Officer’s report for August 2007 was given to the Board for review. Chairman Ferguson thanked BC Beck for including the dollar amount and what it was spent on for apparatus repairs.
- 6.4 Minutes of the September 2007 Paid Staff Meeting were given to the Board for review, Accepted as presented.
- 6.5 There was no September 2007 volunteer meeting held due to low attendance.
- 6.6 Chairman Ferguson will follow up with Chief Rogers regarding the fire suppression fee ad hoc committee & schedule a meeting with the Auditor.

7.0 OLD BUSINESS: None

8.0 ACTION ITEMS:

- 8.1 The Board reviewed the Mountain Gate Automatic Aid agreement. Director Nicholls noted a typographic error on page two, number six, first line the word “of” between CSD & District needs to be changed to “or” and page five number nineteen, first line the word “no” between Agreement and any needs to be changed to “nor”. A motion was made by Gary Nicholls to accept the Mountain Gate Automatic Aid agreement with changes, second by Oly Olsen, passed unanimously. Director Nicholls noted that a completion date of January 1, 2008 should be added to page two, number five.
- 8.2 A motion was made by Gary Nicholls to approve the 6% cost of living pay increase for the seasonal firefighters effective the first pay period in August 2007, seconded by Oly Olsen, passed unanimously.

- 8.3 A motion was made by Gary Nicholls to approve Resolution 07-11 approving an Amendment to the Fourth Amended Joint Powers Agreement of the Fire Agencies Insurance Risk Authority (FAIRA) as presented, seconded by Ted Chase, passed unanimously.
- 8.4 A motion was made by Ted Chase to approve Resolution 07-12 budget transfer of \$70,876 from the DHS Grant account for the purchase of the Liberty II Air Trailer to the Fixed Assets – Equipment account, seconded by Oly Olsen. Director Nicholls noted that the Revised (Final) Budget number of \$90,955 appears to be a typographic error and should be confirm by Chief Rogers, passed unanimously.
- 8.5 A motion was made by Jack Ferguson to approve the Cascade Fire Equipment warrant, seconded by Ted Chase. Director Nicholls questioned if the remaining balance of \$10,000 will be taken from the Equipment account as well. Need to confirm with Chief Rogers. Passed unanimously.
- 8.6 BC Dahlen discussed in detail the size and layout of the proposed Defensible Space flyer that will be inserted with the City of Shasta Lake Municipal Utilities bill. There is an insertion cost of \$185 for a one month billing cycle and a two-sided full color 8.5” x 14” flyer will cost \$485 to print for a total cost of \$670 to have the flyer mailed. Font size was discussed and Director Nicholls recommended noting on the flyer that a larger print is available at the station. BC Dahlen stated that the time frame for the first mailing would be in October. The billing cycle is the 5th, 12th, 19th & 26th. A motion was made by Oly Olsen to approve the Defensible Space flyer insert with the City of Shasta Lake Municipal Utilities bill with total expenditures of \$670, second by Gary Nicholls, passed unanimously.
- 8.7 BC Dahlen discussed the reason for the purchase of the Bullard Thermal Imaging Camera. The total cost for one complete unit is \$13,008.35 which payment will be deferred until December 2007. Director Chase questioned why the District needs a second thermal imaging camera. BC Dahlen stated that the District will have to meet the same standards as all other fire departments and a lengthy discussion followed. A motion was made by Ted Chase to purchase the Bullard Thermal Imaging camera, seconded by Oly Olsen, passed unanimously.

9.0 NEW BUSINESS

- 9.1 Board discussed the Homeowner’s Guide to Fire Safe Landscaping brochures. Director Nicholls suggested approaching Knauf and Rite Aid to see if they would be interested in sponsorship, which would help reduce the printing cost. Board will have Director Morgan assigned to task and have tabled to the next regular scheduled Board meeting.

CLOSED SESSION

Closed session for the Public Employee Performance Evaluation for Fire Chief Adrian Rogers has been tabled for the next regular schedule Board meeting.

10.0 DIRECTORS COMMENTS: None

ADJOURNMENT

A motion for adjournment was made by Ted Chase, seconded by Gary Nicholls, passed unanimously. Chairman Ferguson brought the meeting to a close at 8:30 pm

Submitted by:

Sharyn Toso, District Secretary

Date

Approved by:

Jack Ferguson, Chairman

Date