**DRAFT**

**Minutes for March 15, 2018**

**Beckwourth Fire District**

1. **Board Meeting called to order at 6:33 PM by George Bundy.**
2. **Roll Call:** **Board Members:** George Bundy, Denisce Downs, Donald Ball, M.D., Peggi Vernon & Dwight Ceresola. **Chief:** Greg McCaffrey **Admin. Assistant/Board Secretary:** Fran Zeits **Public:** Constituents (60-70) from Plumas County and Sierra County; Michael Sandchez, District 1 Supervisor; Laura Sites-Reynolds, President - Grizzly Ranch Owners Association & Board Representative - Design Review Committee; BEC’s Fire Fighters: Don Bliss, Scott Thompson, Bruce Lackenbuer, Dustin Langston, Jennifer Langston, Floyd Meyers, Scott Hiatt, Chris White Note: I apologize if I missed anyone.
3. **The Pledge of Allegiance:** Recited by all.
4. Approval of Minutes for the Board Meeting held on February 15, 2018. **Denisce motioned to approve Minutes for February 15, 2018 and Donald seconded, all in favor. Motion passed.**
5. Approval of the Account Receivables, Expenditures, Revenue and Balance Sheet for the month of February 2018. Fran explained on the expenditures that Ed Dillard is paid his normal BFD pay during his deployment but once the monies are received from the USFS (4-5 months) the advance pay is refunded. Dwight had concerns regarding the advance pay. Fran will check with the attorney and place on the agenda for April 19th. **Peggi motioned to approve the Account Receivables, Expenditures, Revenue and Balance Sheet for the month of February 2018 and George seconded, all in favor. Motion passed.**
6. **PUBLIC COMMENT:**  George Bundy thanked the public for coming to the meeting and introduced the Board Members. Prior to the public comment period Chief Greg McCaffrey did a power point presentation regarding the 190 Industrial Fire. There were enormous concerns and questions pertaining to the 190 Industrial Way fire on February 21, 2018, which were taped. Michael Sandchez addressed the public and answered questions. Public comment period lasted approximately one and a half hours**. Dwight Ceresola made a motion to have a special meeting to recover/review the invoice from the collection agency (Fire Recovery) and hire a special independent investigator and Donald seconded. Motion passed**. Special Board meeting will be held on March 22nd at 6:30 p.m. Board took a break at 8:00 p.m., which at that time a lot of the constituents left the premises. The meeting resumed at 8:08. **Note:** The public is welcome to listen to the tape recording covering the meeting. If interested call for an appointment (832-1008) and schedule a time between 9 a.m. and noon, Monday thru Friday.
7. **Consent Agenda Items:** Mailed approved financial statements and independent auditor’s report to California State Controller’s office. Faxed approved board minutes for January 18, 2018 to Plumas County Registrar of Voters office.
8. **Secretary’s Report:** Sent in 2017 Cal-Fire grant invoices and will be reimbursed for approximately $5,500.00. Sent in salary compensation report to the State Controller’s office. Sent in new required annual report “Crime Application” to Golden State Risk Management Authority for BFD’s loss prevention program. Sent in final form, which was completed by Jennifer Langston, District’s Safety Officer, to GSRMA for a potential discount (1% - 10%) on Districts upcoming insurance premium due in July. In April the District will receive 45% property tax increments from the County and any special assessments (parcel tax) paid. Received notification from Robert Johnson, accountant, that the District needed to file California form 801 & 802 disclosing the gift/tickets from Diseyland ($4,676.00). Both forms have been filed for public record.
9. **Chief’s Report: Cal Fire 2017 Grant ($5,047.50)** invoiceshas been sent in for closure/reimbursement. The second Cal Fire 2017 Grant ($438.75) invoices has been sent in for closure/reimbursement. **Cal Fire 2018 Grant** is opened and will be applying. **Training:** Class for emergency medical responders and recertification for EMTs and paramedics started January 15th  and ended on March 6th. Class was full, great group of people (24/25). **Engine Updates**: Need front tires for #9475, which is on the maintenance list for this fall. Still pending. A possible replacement for #9471 has been found. Lot of local interest in vehicle #9471. #9476 new clutch has been installed. **Station 1:** FEMA grant on hold. **Station 2:** Nothing to report. C**onferences:** Annual conferences will be sometime thisfall.Coring in October and Chico in November**.**  **Airport:** Greg have been working on installing address signs on the hangars located at the airport for three (3) years. Greg met with the new County facility manager (Kevin Correira), Becky Heron and Becky Osborn and all agreed to issue assign address numbers and upon receipt will install reflective number signs. The airport installed a new fueling unit but did not schedule an inspection. Inspected and there were many violations. Wrote a letter to Dony Sawchuk and Mike Sandchez giving a thirty (30) days, until March 1st, to correct the violations. California Fire code states if there’s a paid fire chief it is his responsibility to enforce. A state fire marshal needs to enforce when there’s a volunteer fire chief. Inspections are to improve safety. **Update**: Re-inspected and all violations were cured but one (1). Need a power shut off switch, if there is a potential fire. Given a two (2) week window to cure.
10. **Grizzly Ranch Owners Association/Design Review Committee to establish an agreement with the Fire District to review new construction plans with their community**: George suggested to route new construction pre plans thru the Chief for review. Then he can generate a visual paper diagram for the firefighters so they are aware of the layout (shut offs, LPG & etc ) of each new home and existing homes in Grizzly Ranch facility upon arriving on scene. Suggested to arrange a meeting with the “Fire Wise” committee to relay request to all the existing home owners. Greg will coordinate with the different entities at Grizzly Ranch to format a procedure.
11. **Unemployment Options:** Fran handed out a copy of the 2016/2017 and 2017/2018 posted figures under account #51070 (unemployment). The figures showed what the District paid out in UI and the revenue received for UI thru strike team pay. Fran reiterated the District is under the County’s UI policy umbrella, which the County is self-insured and pays 100% to their employees for UI. If the District establish their own UI account thru EDD (Employment Development Department) State of CA the District would not be self-insured but would be under a typical employer payroll tax account, paid by the District. Scenario: District would pay 6.2% on the first $7,000.00 earned on each paid employee each year. That equates to $434.00 per employee each year. If the District paid eight (8) employees and each earn at least $7,000.00 a year the District would pay into the District EDD payroll tax account $3,472.00. If an employee(s) applies for UI and he/they is granted more than the $3,472.00 the federal government insures the difference. Although, at the end of each year the EDD recalculates the employer’s payroll tax percentage for an adjustment, if needed. Fran will research the pros and cons in establishing an UI account with the EDD before a decision/vote taken. John Reynolds stated CSD hired an outside company to handle their payroll taxes and is not sure if UI is included. **Update:** Several reports are due quarterly and emailed the county auditor’s office to verify if the District or County will implement the reports. No answer. Reviewed County’s monthly reports to check which districts have their own UI account thru EDD office. Contacted Peninsula Fire and they confirmed that the County handles all the reports required. The EDD fiscal year starts January 1st. Need to contact the EDD office to check if it is feasible to implement BFD’s UI account mid-year. Located the 2018 California Employer’s Guide on EDD’s website and will supply the website address & instructions to the Board for their review before the next board meeting.
12. **Purchase 2011 Ford F250 Vin#1FT7X2B69BEC58501 – Resolution 2018-001:** Replacement for #9471. Clean title. #9471 (Type 6 Rescuer) is valued between $10,000.00 - $15,000.00. Monies generated to purchase the 2011 Ford F250 came directly from BFD’s strike team compensation from the USFS. **George motioned to purchase 2011 Ford F250 Vin#1FT7X2B69BEC58501 ($21,180.00) - Resolution 2018-001 and Donald seconded. All in favor. Motion passed without objection.**
13. **Vehicle #9471 as Surplus: George motioned to declare vehicle #9471 as surplus and Denisce seconded**. **All in favor. Motion passed.** Greg will place an ad in the Portola Reporter for bids and bring the bids to a board meeting for decision/approval.
14. **Review 2-21-2018 Fire – 190 Industrial Way, Beckwourth:** Refer to “Public Comment”.
15. **Battalion Chiefs’ Reports:** Bruce Lackenbauer thanked and appreciates the Board members dedication of their personal time to the District, which we all value.
16. **Division Chief’s Report:** None
17. **Safety Officer’s Report:** None
18. **Directors’ Reports:** George Bundy **– None;** Denisce Downs – **Absent;** Donald Ball – **None;** Peggi Vernon – **None;** Dwight Ceresola - **None.**
19. **Old Business: NIMS Requirement IS100 and IS700:** Denisce Downs (IS100 & IS700), Donald Ball (IS100 & IS700) and Peggi Vernon (IS700) and Dwight Ceresola (IS 100 & IS 700).  **Ethics Class Renewals:** George Bundy, Peggi Vernon and Fran Zeits. **Statement of Economic Interests (Form 700) Annual Statements:** Peggi Vernon - Received, Donald Ball - Received & Greg McCaffrey.
20. **New Business:** Next Board Meeting on April 19, 2018 at 6:30 p.m.Special Board Meeting on April 22, 2018 at 6:30 p.m.
21. **Adjournment:** Adjourned at 9:00 p. m. **Denisce motioned for an adjournment and Peggi seconded. Motion passed.**

I, FRAN ZEITS, SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID **BOARD MEETING** OF THE BECKWOURTH FIRE DISTRICT HELD ON **March 15, 2018** ARE CORRECT AS RECORDED.

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Fran Zeits, Secretary of the Board

BOARD OF DIRECTORS’ APPROVAL SIGNATURES: Minutes for March 15, 2018.

George Bundy: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Denisce Downs: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Donald Ball, M.D.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Peggi Vernon: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dwight Ceresola: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_