

## Minutes for July 18, 2019 Beckwourth Fire District

1. **Board Meeting called to order at 6:30 PM by Daniel Smith.**
2. **Roll Call: Board Members:** Daniel Smith - here, George Bundy - here, Denisece Downs - here, Donald Ball - here, Dwight Ceresola - here. **Board Secretary:** Patty Venable, **Fire Chief:** Bret Russell, **Fire Fighter/ Engineer:** Floyd Meyers
3. **The Pledge of Allegiance:** Recited by all.
4. **Approval of Minutes** for the Board Meeting held June 20, 2019. Denisece Downs **motioned to approve minutes, as transcribed, held on June 20, 2019** and George Bundy seconded. Daniel – yes, George – yes, Denisece – yes, Donald – yes, Dwight – yes. **Motion passed without objection.**
5. **Approval of the Account Revenues, Receivables, Expenditures, and Balance Sheet** for the month of June 2019. Denisece **motioned to approve the Account Revenues, Receivables, Expenditures, and Balance Sheet for the month of June 2019** and Donald seconded, all in favor. Daniel – yes, George – yes, Denisece – yes, Donald – yes, Dwight - yes. **Motion passed without objection.**  
  
**Monthly Budget Update for Board:** This report is through July 12, 2019. No questions, it looked good.
6. **Public Comment:** none
7. **Consent Agenda Items: 2019-2020 Final Budget Resolutions** to be approved and signed. **Motion to Adopt the Final Budget for the 2019-2020 Fiscal Year - Resolution 2019-002** made by Denisece, seconded by George, all in favor. Daniel – yes, George – yes, Denisece – yes, Donald – yes, Dwight – yes. **Motion passed without objection.** Don made a **motion to Establish Appropriations Limit for BFD – Resolution 2019-001**, seconded by George, all in favor. Daniel – yes, George – yes, Denisece – yes, Donald – yes, Dwight – yes. **Motion passed without objection.** Daniel made a comment for both the Chief and Board Secretary regarding the budget. Daniel suggested the Chief give the board a quarterly review. It will help when we get to the 6-month budget review.
8. **Chief's Report:** Bret and Patty attended the **SDRMA Leadership Conference** in Napa. It was good and learned a lot about how boards operate and how to work together. BFD did a couple of PR events: Les Schwab had a **Customer Appreciation Day** and we had a Type 1 and Type 3 engine on display there. Good interaction with the public. On the same day BFD was involved with the **Eco Bike Races** off A-23 as a medical standby. It went well. Anything BFD is doing Bret is always keeping the newspaper informed so the community is aware of all that we do as a department. Saturday, August 17<sup>th</sup> a **Firefighter Muster** is coming up. BFD has a team participating and intends to steal the trophy from Quincy FD. It will be held at the fairgrounds. Three **new firefighters** have been voted into the department: Chris Garcia, Steve Waldeck, and Gabe Guterrez. They will be sworn in at the next department meeting. Daniel asked Bret about the **County-wide MOU**, and if Bret had a chance to talk to Ed Ward about it. Bret responded, not yet due to busy schedules.
9. **Secretary's Report:** Patty agreed with Bret that the **Leadership Conference** went well and felt if we have new board members next year, it would be very beneficial for them to attend. Payment from the Forest Service for the **rental of Station 2** has been received for all of 2018 and the first half of 2019. Patty asked the board if it is ok to give their email and cell phone numbers to Mimi Garner-Bates for the upcoming **Harassment Training**. Denisece did not want her cell phone given out, but everyone else was fine with giving this information out. The **Safety Committee** needs to meet next month, in August, for our quarterly meeting. Patty will send out an email to everyone to find a time to meet.
10. **Discussion and Possible Action: Application contracts for two grants – Firehouse Subs Grant and Assistance to Firefighter Grant.** Bret is working on the application process for 2 grants. **The Firehouse Subs**

**Grant** is for smaller projects, under \$25,000 for items such as vehicle extrication equipment, etc. The grant writer charges \$250 to write the grant and will submit it up to two times. If awarded, we pay an additional \$750 to the grant writer. We would end up paying \$1,000 to receive \$25,000. If our grant is submitted twice, the chances of us receiving the grant goes up. The **Assistance to Firefighter Grant** would be a consolidated grant between 2 organizations: BFD and EPRFD. By submitting with another organization our chances for getting it goes up. The grant is for \$55,000. We would pay the grant writer \$250 to write it, and if awarded another \$750, just like the first grant. If awarded, we would also pay 5% of the \$55,000, which is shared with EPRFD. Our share of the 5% would be approximately \$1,200 and EPRFD would pay approximately \$1,800. That is because we would only need 30-32 air packs cylinders and masks and EPRFD would need 40-42 packs. Denisece asked what would happen if EPRFD didn't pay their share, would it fall upon us to pay? Bret was asked to get in writing assurance on payment from EPRFD. The deadlines for grant #1 is early Aug and #2 is in 3 months. They award this time next year. The Board authorized Bret to participate in both grants, all agreed.

11. **Discussion and Possible Action: Approve purchase of OES Fire Truck** – Bret went to Sacramento to pick out the engine, has all the specs, and a Contract for Bill of Sale. The engine does not need to be painted, bur it does need our decals and numbers. **Motion to Authorize Purchase of OES truck** made by Denisece, seconded by Don. All in favor. Daniel – yes, George – yes, Denisece – yes, Donald – yes, Dwight – yes. **Motion passed without objection.**
12. **Discussion and Possible Action: Policy and Procedures 1040 Claims Against the District:** Change the wording for “Deputy” Chief to just Chief. We don’t have a Deputy Chief. **Motion to update the policy** made by George, seconded by Daniel, all in favor. Daniel – yes, George – yes, Denisece – yes, Donald – yes, Dwight – yes. **Motion passed without objection.**
13. **2019 Uniform District Election:** August 9<sup>th</sup>, 2019 by 5:00 p.m. is the deadline for filing the paperwork to become a Board Member candidate. Patty has the paperwork at her desk if anyone is interested.
14. **Division Chiefs’ Report:** none.
15. **Battalion Chiefs’ Report:** none
16. **Safety Officer’s Report:** none
17. **Directors Reports:** George will be out of town from July 30<sup>th</sup> to August 4<sup>th</sup>.
18. **Adjourn from Open Session and reconvene to Closed Session**
19. **Closed Session: 6-month evaluation of Chief Russell**
20. **Adjourn from Closed Session and reconvene to Open Session**
21. **Discussion and Possible Action: Report on Closed Session** – All Board Members present. The Board is very pleased with Bret’s performance so far, his overall evaluation at six months is Above Standard Performance – Consistently Exceeding Expectations. Congratulations and thank you to Chief Russell.
22. **Old Business:** The **Ethics Training and Harassment Training** is set for Aug. 21, 2019 12:00-5:00.. Lunch is provided from 12:00-1:00 followed by the training.
23. **New Business:** NEXT MEETING DATE: **Aug. 15<sup>h</sup>, 2019 at 6:30 p.m.**
24. **Adjournment:** Adjourned at 8:34 p.m. **Denisce motioned for an adjournment and George seconded. All in favor, motion passed.**

I, PATTY VENABLE, SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID **BOARD MEETING** OF THE BECKWORTH FIRE DISTRICT HELD ON **July 18, 2019** ARE CORRECT AS RECORDED.

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Patty Venable, Secretary of the Board

BOARD OF DIRECTORS' APPROVAL SIGNATURES: Minutes for July 18, 2019.

Daniel Smith: \_\_\_\_\_ Date: \_\_\_\_\_

George Bundy: \_\_\_\_\_ Date: \_\_\_\_\_

Denisce Downs: \_\_\_\_\_ Date: \_\_\_\_\_

Donald Ball: \_\_\_\_\_ Date: \_\_\_\_\_

Dwight Ceresola: \_\_\_\_\_ Date: \_\_\_\_\_