

DRAFT
Minutes for July 19, 2018
Beckwourth Fire District

1. **Board Meeting called to order at 6:33 PM by George Bundy.**
2. **Roll Call: Board Members:** George Bundy, Denise Downs, Donald Ball (Absent), M.D., Peggi Vernon and Dwight Ceresola. **Chief:** Recruiting **Admin. Assistant/Board Secretary:** Fran Zeits (vacation) **Public Listed on Sign Up Sheet:** Jeff McCollum, John Saefke, Grizzly Ranch Firewise Committee, John Reynolds, Grizzly Ranch CSD, Division Chief: Donald Bliss, Captains: Scott Thompson, Ruben Villa, Fire Fighters: Scott Hiatt and Floyd Meyers
3. **The Pledge of Allegiance:** Recited by all.
4. Approval of Minutes for the Board Meeting held on June 21, 2018. **Rolled over.**
5. Approval of the Account Receivables, Expenditures, Revenue and Balance Sheet for the month of June 2018. **Rolled over.**
6. **PUBLIC COMMENT:** John Reynolds and John Saefke, Grizzly Ranch, stated last year Greg McCaffrey was asked for 30 minutes of his time to address fire safety and he spent 90 minutes educating and answering questions. This year he also agreed to address/demonstrate fire extinguishers usage on August 5th. Ruben Villa and Chris White, fire fighters, have offered to meet with Grizzly Ranch to execute the fire extinguisher demo under a control environment.
7. **Consent Agenda Items: None**
8. **Secretary's Report: Vacation**
9. **Division Chief's Report acting as Fire Chief:** The District has an organization chart and because the Chief (Greg McCaffrey) needed to resign because of family medical concerns Don Bliss the acting Division Chief stepped up to handle the Chief's duties. In the last 30 days the Department had 8 calls: 3 – medical, 1 - electrical fire, 2 - wildland fires and 2 - misc. Out of the 8 calls 3 were mutual aid (Sierra Valley, Eastern Plumas and Quincy). Suggested to the Board he would like to run the District Fire Chief ad in different medias. Board agreed. Presently the ad is running in 6 local newspapers. No responses. Contacted the hospital and spoke to Steve Waldeck regarding what steps needed to be taken to resume the department's ALS (Advance Life Support) status. The Board requested for him to obtain more information and will address it at the next board meeting as an agenda item. #9462 has been outfitted by Ruben Villa, battalion chief, and not pursuing installing a pump at this time. No interest in #9471 as of today. While Ruben was conversing with Greg McCaffrey, he suggested contacting "Fire Trucks Unlimited" so Ruben and Don connected and placed an ad on their website. CHP is scheduled for next Tuesday to reinspect engines (#9462 & #9431). Commented that the BFDept is the only local fire department that has their vehicles inspected by CHP annually, a mandate requirement. **Training:** Concentrating on wildland fire fighting training tactics. Thanked George Bundy, Denise Downs, Ruben Villa and all the volunteer fire fighters for stepping up. Incredible support.
10. **Chief Vacancy Ads: Refer to #9.** Don Bliss will continue to pursue other medias.
11. **Authorization Assigning Bruce Lackenbauer, Battalion Chief, Vehicle #9400. Vehicle may be kept at his residence.** Board secretary listened to the tape but was unable to transcribe. Something regarding policy 6 to 7 months ago. No action taken. Board agreed it was the Chief's prerogative (Don Bliss, Division Chief acting as Chief) to assign vehicles.
12. **Rescind Billing Procedures for Structure Fires Within Fire District.** Board still had unanswered questions, waiting for the answers from district's attorney. Rolled over.
13. **Informational Update on Salem Fire Invoice – Archived:** Fran and Denise called Fire Recovery and the account was archived on June 22, 2018, the day after previous board meeting.

- 14. **Per Hour (\$15.00) Compensation Adjustment for Administrative Assistant/Board Secretary with a Two Percent Merit Based Annual Increase, Budget Permitting:** Roll call vote was taken: George – Yes, Denise – Yes, Peggi Vernon – Yes, Don Ball – Absent and Dwight Ceresola – Yes. Roll call vote carried without objection.
- 15. **Anticipated Resignation of Administrative Assistant – Ad Posted:** Administrative Assistant ad had been posted in the Portola Reporter and the Board will continue the ad thru August 8th.
- 16. **Resignation – Peggi Vernon, Board Member – Post Vacancy for 15 Days. Posted 7/12/2018, end 7/26/2018:** George read Peggi Venon’s resignation letter. **George made a motion to reluctantly accept Peggi Vernon resignation starting at midnight on 7-19-2018 and Denise seconded, all were reluctantly in favor. Motion passed.** Also, Peggi wrote the official time and date of her resignation (July 19, 2018 at midnight) on the bottom of her resignation letter addressed to the Board.
- 17. **Battalion Chiefs’ Reports:** None
- 18. **Division Chief’s Report:** None
- 19. **Safety Officer’s Report:** None
- 20. **Directors’ Reports:** George Bundy – None; Denise Downs – **Thanked Peggi for being part of the District Board team and if has been a pleasure. George agreed.** Donald Ball – Absent; Peggi Vernon – None; Dwight Ceresola - None.
- 21. **Old Business: NIMS Requirement IS100 and IS700:** Denise Downs (IS100 & IS700), Donald Ball (IS100 & IS700) and Peggi Vernon (IS700) – Not applicable as of midnight 7-19-2018 and Dwight Ceresola (IS 100 & IS 700). **Ethics Class Renewals:** George Bundy, Peggi Vernon (not applicable as of midnight 7-19-2018) and Fran Zeits, pending local class.
- 22. **New Business:** Next Board Meeting on August 16, 2018 at 6:30 p.m.
- 23. **Adjournment:** Adjourned at 7:18 p. m. **George motioned for an adjournment and Denise 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 **July 19, 2018** ARE CORRECT AS RECORDED EXCEPT SECTION #11.

 Fran Zeits, Secretary of the Board

BOARD OF DIRECTORS’ APPROVAL SIGNATURES: Minutes for July 19, 2018.

George Bundy: _____ Date: _____

Denise Downs: _____ Date: _____

Donald Ball, M.D.: _____ Date: _____

Dwight Ceresola: _____ Date: _____

Daniel Smith: _____ Date: _____