

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: November 15, 2018

Call to Order: The meeting was called to order at 6:05 pm

Introduction of Staff: Fire Chief Jeff Stone
Chief of Staff Marty Tedder
Administrative Assistant- Deborah Miller
Water Tender Operator Arturo Salazar
Water Tender Operator Kit Brown

Roll Call: Director Cook, Director Genochio and Director Overacker **Absent**-Director Mills and Director Morris

Public Comments: None

Approval of Minutes: Approval of October 11, 2018 Meeting Minutes. Director Overacker made a motion to approve the Meeting Minutes. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)

New Business:

- a. Resolution 2018-005 County Signature Authorization-Discussion/Approval This is to update the list of approved signatures for County Accounts. Director Overacker made a motion to approve. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)
- b. Board Committee Appointments- Director Overacker made a motion to have Directors maintain their current Committee appointments. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)
- c. Staffing / Policy Changes
 - i. Position & Compensation- Discussion/Approval Chief will move back to full time position. Marty Tedder will be promoted to Captain and with current Captain Matt Berlier will work 12 hours shifts Monday through Friday from 7am to 7pm. Any calls in our District outside those hours and on weekends will be covered by volunteers. Director Overacker made a motion to approve the position and compensation changes outlined by Chief Stone. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)
 - ii. Billing for Services-Discussion/Approval Central Fire will be pursuing recovering costs for medical, auto accidents, agency assists, and fires as allowed under the resolution adopted by the Fire District. Director Overacker made a motion to approve pursuing cost recovery for the services Central Fire provides. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)

iii. Resident Firefighter / Fire Prevention Program- Discussion/Approval Our Resident Program has been very beneficial for many years for both Central Fire to maintain adequate staffing and respond to Strike Team needs as well as provide training and experience for young firefighters starting in the fire profession. The program will now offer only \$50/ day meal stipend. Chief Stone hopes to continue a staffing level of 2 fire fighters with at least one driver. This is a big change for the current Engineers and other Residents which may result in the loss of people. The consequences may be that there is no-one on duty to drive the apparatus and a volunteer driver will need to arrive before the engine can respond. This may cause a delayed response to calls.

- d. Policies-Discussion/Approval
- i. 100 Fire Service Authority
 - ii. 101 Chief Executive Officer
 - iii. 102 Oath of Office
 - iv. 200 Organizational Structure
 - v. 201 Emergency Action Plan and Fire Prevention Plan
 - vi. 203 Training Policy
 - vii. 204 California Fair Political Practices Commission Filings
 - viii. 205 Liability Claims
 - ix. 209 Control of Resources
 - x. 210 District Finance Procedures

The Board moved to postpone review and approval of the agendaized Policies until the December meeting. Director Overacker made a motion to table until next month. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)

Unfinished Business:

- a. Measure D Update- Measure did not pass. Chief Stone noted there were still some uncounted ballots but it was a slim chance the result would change.
- b. Surplus Vehicle Sale- Chevy Suburban- Discussion / Approval There was one bid for the surplus utility. Director Overacker made a motion to accept the bid of \$1,600.00 for the Suburban. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)

Directors Reports-None.

Committee Reports- None.

Financial:

- a. Transmittals for November 15, 2018 Discussion/Approval: Director Overacker made a motion to approve the November 15, 2018 transmittals. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills and Director Morris)
- b. Ledger-November 15, 2018- FYI
- c. CPPA and Cal Pers Health Resolution Approved Payments – FYI
- d. Final budget 2018/19- Discussion/Approval This item was removed from the agenda since there was no update or change.

Fire Chief's Report: Attached.

Closed Session: None

Director Overacker made a motion to adjourn. Director Genochio seconded. (**Ayes-** Director Cook, Director Overacker and Director Genochio, **Absent** Director Mills and Director Morris)

Meeting adjourned at 7:17 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: October 11, 2018

Call to Order: The meeting was called to order at 6:00 pm

Introduction of Staff: Fire Chief Jeff Stone
Lieutenant Lee Williams
Captain Matt Berlier
Administrative Assistant- Deborah Miller
Mechanic/Engineer-Ryan Carpenter

Roll Call: Director Cook, Director Morris and Director Overacker **Absent**-Director Mills and Director Genochio

Public Comments: None

Approval of Minutes: Approval of September 13, 2018 Meeting Minutes. Director Overacker made a motion to approve the Meeting Minutes. Director Morris seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)

New Business:

a. Auto and Liability Insurance-Two quotes for Board consideration-Discussion/Approval After some discussion, the Board selected the Fire Pro Policy. Director Overacker made a motion to approve. Director Morris seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)

b. Board Committee Appointments- Director Overacker made a motion to have Director Morris appointed to the Committees that Director Bass vacated when he left the Board. Director Morris seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)

c. Policies-Discussion/Approval

- i. 100 Fire Service Authority
- ii. 101 Chief Executive Officer
- iii. 102 Oath of Office
- iv. 200 Organizational Structure
- v. 201 Emergency Action Plan and Fire Prevention Plan
- vi. 203 Training Policy
- vii. 204 California Fair Political Practices Commission Filings
- viii. 205 Liability Claims
- ix. 209 Control of Resources
- x. 210 District Finance Procedures

Chief Stone requested the Board move to postpone review and approval of the agendized Policies until the November meeting. Director Overacker made a motion to table until next month. Director Morris seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)

- d. Transmission repairs 2001 Chevy Suburban (U-122)- Discussion/Approval Chief Stone discussed the current cost of repairs, past repairs and current condition and value of U-122. Due to U-122's age, repairs needed and market value, Chief Stone is recommending to not do the expensive repairs and remove this vehicle from our fleet. Director Overacker made a motion to surplus U-122. Director Morris seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)

Unfinished Business:

- a. Resolution 2018-003 Measure D Update- Postcards promoting Measure D have been mailed. Volunteers will be staff tables at Sender's and the Rail Road Flat Store to promote Measure D to the public.

Directors Reports-None.

Committee Reports- None.

Financial:

- a. Transmittals for October 11, 2018 Discussion/Approval: Director Morris made a motion to approve the October 11, 2018 transmittals. Director Overacker seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)
- b. Ledger-October 2018- FYI
- c. CPPA and Cal Pers Health Resolution Approved Payments – FYI
- d. Final budget 2018/19- Discussion/Approval Chief Stone recommended approving the same budget as Fiscal Year 2017/18. He would like to know the results from Measure D before creating this year's budget. Director Overacker made a motion to approve the final budget using the same numbers as FY 2017/18. Director Morris seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)
- e. JE Chargeback-Solid Waste Fees St#1-Discussion/Approval Director Morris made a motion to approve payment for the solid waste fee by JE chargeback. Director Overacker seconded. (**Ayes**- Director Cook, Director Morris and Director Overacker, **Absent** Director Mills and Director Genochio)

Fire Chief's Report: Attached. Chief Stone asked the Board to move the next regular meeting from Nov 8th to the 15th. Since the Measure D election will be on the 6th, this will give the Chief time to get the results and form a fiscal plan to discuss with the Board.

Close Open Session at 7:25 pm

Open Closed Session 7:26 pm

Closed Session: Nothing to Report.

Close closed Session at 7:48 pm.

Open Open Session at 7:49 pm

Director Morris made a motion to adjourn. Director Overacker seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills, Director Genochio)

Meeting adjourned at 7:50 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: September 13, 2018

Call to Order: The meeting was called to order at 6:09 pm

Introduction of Staff: Fire Chief Jeff Stone
Chief of Staff- Marty Tedder
Administrative Assistant- Deborah Miller
Mechanic/Volunteer-Ryan Carpenter

Roll Call: Director Cook, Director Genochio and Director Overacker **Absent**-Director Mills

Public Comments: None

Approval of Minutes: Approval of August 9, 2018 Meeting Minutes. Director Overacker made a motion to approve the Meeting Minutes with the correction of the listed date 2017 changed to 2018. Also, correction in New Business item #4 change to \$50/hr. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

New Business:

- a. New Board Member Appointment Discussion/Approval Director Cook introduce Jennifer Morris to the Board. Ms. Morris applied for the open Board Director's position. Her resume and application were reviewed. The Board approved Ms. Morris appointment to the position left open by Jim Bass. Oath of Office was read by President of the Board Director Cook and Ms. Morris. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)
- b. Policies-Discussion/Approval
 - i. 300 Board Organization
 - ii. 301 Procedures of Board Meetings
 - iii. 302 Board of Directors Code of Conduct
 - iv. 303 Board Philosophy on Employee Compensation
 - v. 304 Budget Preparation

One amendment made to Policy 301 regarding storage of documents. Director Overacker made a motion to approve the Policies, as amended. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio, Director Overacker and Director Morris, **Absent** Director Mills)

Unfinished Business:

- a. Resolution 2018-003 Measure D Update- Signs are out and being distributed. Post card mailings will be sent on October 1st. Chief will do a presentation at the Mountain Ranch Community Center potluck the first Friday of October. There will be a booth at the Fire Safety Expo in Mountain Ranch on Sept 22nd from 9-12 noon. Volunteers will staff tables at Sender's and the Rail Road Flat Store to promote Measure D to the public.

Directors Reports- Director Cook mentioned that water tank installation in El Rancho Loma Serena will be postponed until after fire season.

Committee Reports- None.

Financial:

- a. Transmittals for Sept 13, 2018 Discussion/Approval: Director Genochio made a motion to approve the September 13, 2018 transmittals. Director Overacker seconded. (**Ayes-** Director Cook, Director Genochio, Director Overacker and Director Morris, **Absent** Director Mills)
- b. Ledger-September 2018- FYI
- c. CPPA and Cal Pers Health Resolution Approved Payments – FYI

Direct Charge Transmittal Sheet- Discussion/Approval Director Genochio made a motion to approve the Direct Charge Transmittal Sheet. Director Overacker seconded. (**Ayes-** Director Cook, Director Genochio, Director Overacker and Director Morris, **Absent** Director Mills)

Fire Chief's Report: Attached.

Closed Session: None.

Director Morris made a motion to adjourn. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio, Director Overacker and Director Morris, **Absent** Director Mills)

Meeting adjourned at 6:51 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: August 9, 2018

Call to Order: The meeting was called to order at 6:10 pm

Recognition of Promotions for Personnel:

Chief Stone was proud to present promotions to the following individuals-

- A. Marty Tedder-promoting to Lieutenant
- B. Brandon Contreras-promoting to Engineer
- C. Chris Tedder-promoting to Engineer
- D. John Schwitalla-promoting to Engineer

Introduction of Staff: Fire Chief Jeff Stone

Captain Matt Berlier

Administrative Assistant- Deborah Miller

Roll Call: Director Cook, Director Genochio and Director Overacker **Absent**-Director Mills

Public Comments: None

Approval of Minutes: Approval of July 12, 2018 Meeting Minutes. Director Genochio made a motion to approve the Meeting Minutes with the correction of the listed date 2017 changed to 2018. Director Overacker seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

Approval of Minutes: Approval of July 26, 2018 Special Meeting Minutes. Director Overacker made a motion to approve the Special Meeting Minutes for July 26, 2018. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

New Business:

1. Resolution 2018-004 Resolution Adopting a Conflict of Interest Code and Appendix of Designated Positions- Discussion/Approval Director Overacker made a motion to approve Resolution 2018-004 Resolution Adopting a Conflict of Interest Code and Appendix of Designated Positions. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)
2. Cal Pers Actuary Report- Purchase every 2, 3 or 4 years for Audit Purposes- Discussion/Approval Chief Stone explained Cal Pers started to charge for the annual actuarial report 4 years ago. Until then the report was free. Since the report costs is ~ \$2,800 and the inclusion of the report in our external Audit is recommended not required, Director Mills suggested at the last Board Meeting that purchasing the report every few years to show our Cal Pers liabilities would be prudent. Director Genochio asked if the cost was based on the size of the agency. Chief believes it was originally based on agency size and number of employees enrolled. Director Overacker made a motion to purchase the Cal Pers actuarial report every 3 years starting 2019. Director Genochio seconded. **Ayes**- Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

3. Promotions- Moved to beginning of Meeting.
4. Emergency Equipment Rental Agreement Form with Outside Vendors. Director Overacker made a motion to approve the Emergency Equipment Rental Agreement Form with Outside Vendors to update the rate from \$480.00 / day to \$50.00 for equipment and driver/operator. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)
5. Resolution 2018-005 Approving the Department of Forestry and Fire Protection Agreement # 7FG18016 Discussion/Approval Volunteer Coordinator Joanna Tedder applied for and was awarded this 50/50 Grant for Central Fire. Director Genochio made a motion to approve Resolution 2018-005 Approving the Department of Forestry and Fire Protection Agreement # 7FG18016. Director Overacker seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)
6. Cal Fire California Climate Investments (CCI) Fire Prevention Grant-Wildland Fire Pre-Attack Plan: Phase 2 (17-FP-TCU-1007) Volunteer firefighter Patty Raggio received this Grant in September 2015 and with Chief Stone and Michael O'Keefe completed Phase 1 of this mapping project. The Northern ½ of our District was put on a foldable map to be distributed to out of area Emergency Responders. This map has many valuable detailed features such as labelled roads, dwellings and water sources. She has now been awarded the 2017 Grant to be used to complete Phase 2 of the mapping project. This will include the Southern ½ of our District not represented on the first map. The funding pays for a GIS Specialist to help with the project. As with the first map, there will be QR codes for barcode scanners to allow Fire Departments and Sheriff's to use their smartphone to download the maps to their phones. Bruce Lodge worked with Michael O'Keefe and had mapped our whole District but the funding in the first Grant was only enough to create the maps of the Northern section.

Unfinished Business:

1. Resolution 2018-003 Measure D Assignment by The Board of Supervisors. Measure D committee submitted Argument in Favor of Measure D which was due the end of June 2018.

Directors Reports- Director Cook missed a meeting last Saturday. Genset Generator installation at Sender's will be put off until Fall.

Committee Reports-

1. Facilities- Glencoe Fire Station Update- Chief, Director Cook and Director Overacker met with the property owner. Chief, Director Cook, Director Overacker and Chief of Staff Marty Tedder also took a look at the 3 Way Cafe. Central Fire currently has a 99 year lease for Station#4. Central Fire is in discussions with the owner of the Three Way Cafe about future use of that property.
2. Type 6 Committee- Central Fire received a Wildland Grant and has sold E-122. Now the money is available for a skid and build up. Discussion included size of skid pump needed. Chief Stone said 110 gpm, 150 psi-with a max of 250 gpm. Need 300G water tank with various fittings for Strike Team assignments. Quotes coming in ~\$13,000. Originally discussed a diesel pump but after discussions with John George, the diesel

motor would be 3x the price and there are no diesel mechanics in our area. No performance improvement is gained with the diesel engine. Committee has decided to stay with the gas motor ~20Hp Honda engine. Now the Committee will look for a chassis to put it on. Chief would like to get the skid unit (tank/pump) while we continue the search for the truck. Board told Chief to purchase the skid unit.

Transmittals for August 9, 2018 Discussion/Approval: Director Genochio made a motion to approve the August 9, 2018 transmittals. Director Overacker seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

Ledger-August 2018- FYI

CPPA and Cal Pers Health Resolution Approved Payments – Presented figures for last month and this month to the Board- FYI

Direct Charge Transmittal Sheet- Discussion/Approval Director Genochio made a motion to approve the Direct Charge Transmittal Sheet. Director Overacker seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

Fire Chief's Report: Chief Stone discussed the Grand Opening of the Public Safety Substation in Mountain Ranch on Friday August 17th at 11 AM.

Close Open Session- 7:33pm

Open Closed Session- 7:34pm

Closed Session:

A. Conference with Legal Counsel- WCAB Case # ADJ11135998- Personnel Matter- Nothing To Report.

Close Closed Session- 7:40pm

Open Open Session- 7:41pm

Director Genochio made a motion to adjourn. Director Overacker seconded. (**Ayes-** Director Cook, Director Genochio and Director Overacker, **Absent** Director Mills)

Meeting adjourned at 7:43 pm

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: July 12, 2018

Call to Order: The meeting was called to order at 7:05 pm

Introduction of Staff: Fire Chief Jeff Stone
Chief of Staff- Marty Tedder
Administrative Assistant- Deborah Miller

Roll Call: Director Cook, Director Mills and Director Overacker **Absent**-Director Genochio and Director Bass

Public Comments: None

Approval of Minutes: Approval of June 4, 2018 Meeting Minutes. Director Cook made a motion to approve the Meeting Minutes. Director Mills seconded. (**Ayes**- Director Cook, Director Mills and Director Overacker, **Absent** Director Genochio and Director Bass)

New Business:

1. Recognition of 17 years of service with Central Calaveras Fire by Captain Mark Gonzalez. FYI Chief Stone and the Board of Director's wanted to officially recognize and thank Captain Mark Gonzalez for 17 years of service to Central Calaveras Fire. Captain Gonzalez was one of the original 2 firefighters hired by Central Calaveras Fire after the merger in 1999.
2. Temporary Staffing Plan- Loss of Paid Fire Captain. FYI Chief is leaving Engineer J Olson on Cpt. Gonzalez's shift to serve as that shift's duty officer. He will be paid cover pay. Lt. Stewart gave his two weeks' notice until he leaves Central Fire. Engineer/Chief of Staff Marty Tedder will cover Lt. Stewart's shift as the duty officer. Chief will shuffle the current fire fighters that maybe ready for Engineer positions to give them more experience. Chief would like to hold a Special Meeting to discuss future plans in a Closed Session.
3. Federal Excess Property Program- Engine loaned to Fire District out of service-major mechanical issues with pump. FYI This apparatus is out of service and Chief Stone is waiting for a reply from Forestry about repair or return of engine.
4. Receipt of California Fire Foundation Grant- \$15,000 for Wildland Fire Skid Mounted Fire Pump. FYI Joanna Tedder successfully applied and won a Grant for \$15,000. Chief Stone would like to use the money to build a Type 6 engine to send on Strike Teams so we can keep R-123 in District. He would like to purchase a diesel powered pump engine instead of a gas powered one similar to the one in R-123, cost is ~ \$5,000 more. E-122, white engine, is currently up for auction and with the money from that sale the Chief hopes to purchase a Ford F450/550 which will easily hold the pump and a 250-300g water tank.
5. Resignation of Director Bass. FYI The Board acknowledged the receipt of Director Bass' resignation.

6. New board Director Selection-Discussion/Approval Director Cook could recommend Tom Darmstead. Chief pointed out we should publicize open position as in the past. Chief Stone suggested Miner's Pick, Calaveras Enterprise and the West Point News, since many of our District citizens in Glencoe and Rail Road Flat read that paper. Will set application submission for day before next regular meeting and if response is low, re-publicize for another few weeks.

Unfinished Business:

1. Resolution Update Elections update. Board of supervisors will meet next week and vote on two other districts Measures. Once that is done the County Elections Department will issue Measure letters.

Directors Reports- Director Cook acquired another freezer for the Support group for Station#2. He also was able to obtain a Wolf grill for the support vehicle.

Committee Reports-

1. Facilities- Glencoe Fire Station Update Ella Mae Zimmer is the property owner. Chief and two Board members will meet her in Santa Clara to discuss the agreement and future plans of both parties. Chief and Marty would like to do a walkthrough of the 3 Way Café. To assess possibility of Administrative Office or expand the Resident Program to staff an engine at Station #4. This could cut down response times and make a better presence in Glencoe.
2. Facilities-Mountain Ranch Public Safety Center. Chief is working with Supervisor Garamendi and Sheriff DeBasilio to open a Public Safety Center in Mountain Ranch. MRYA is currently leasing building to County. Chief would like a fire person there a couple of days a week. The Sheriff would use it as a substation and use it for public outreach. Supervisor Garamendi is getting signs with County, Sheriff and Central Fire logos.
- 3.

Transmittals for July 12, 2018 Discussion/Approval: Director Mills made a motion to approve the July 12, 2018 transmittals. Director Overacker seconded. (**Ayes-** Director Mills, Director Overacker and Director Cook, **Absent** Director Genochio)

1. Ledger-July 2018- FYI
2. CPPA and Cal Pers Health Resolution Approved Payments – Not received by meeting date. Will be presented next meeting.
3. Budget Adjustment FY2017/18 Discussion/Approval- FYI Resolution signed by Board last year give County Auditor permission to balance budget by zeroing code amounts at end of fiscal year.
4. Draft Audit-Discussion/Approval Board reviewed Draft Audit. Director Mills questioned the missing Cal Pers Annual Actuarial Audit. Chief Stone explained the audit was free until a few years ago, then Cal Pers started to charge \$2,000 per year and the decisions the time was to forgo purchasing the audit due to the cost. Director Mills suggested we purchase very few years to at least keep track of our financial commitment to the Cal Pers system. Item will be added to the August Agenda for further discussion. Tabled until next meeting.
5. Direct Charge Transmittal Sheet- Discussion/Approval Tabled until next Meeting.

Fire Chief's Report: Attached

Closed Session:

A. Conference with Legal Counsel- WCAB Case # ADJ11135998- Personnel Matter- Nothing To Report.

Correspondence:

A. Cal Pers Health Premium Increases-FYI

Director Mills made a motion to adjourn. Director Overacker seconded. (**Ayes**- Director Overacker, Director Mills and Director Cook, **Absent** Director Genochio)

Meeting adjourned at 8:15 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: June 14, 2018

Call to Order: The meeting was called to order at 6:30 pm

Introduction of Staff: Fire Chief Jeff Stone-
Administrative Assistant- Deborah Miller
Chief of Staff- Marty Tedder

Roll Call: Director Cook, Director Bass and Director Genochio **Absent**-Director Mills and Director Overacker

Public Comments: None

Approval of Minutes: Approval of May 10, 2018 Meeting Minutes. Director Bass made a motion to approve the Meeting Minutes. Director Genochio seconded. (**Ayes**- Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

New Business:

A. Special Tax Resolution 2018-003 Discussion/Approval Resolution 2018-003 is submitted for Board approval to add a measure to increase our parcel tax in the November Election. The same parcel exemptions will be included in the new parcel tax as in the current parcel tax. The Resolution includes the exact wording to be used on the ballot with the Calaveras County Board of Supervisors approval. Director Genochio made a motion to approve, with the agreed upon verbiage corrections. Director Bass seconded. (**Ayes**- Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

B. Policies-Lexipol Discussion/Approval

1. 103 Policy Manual- Chief Stone explained to the Board that this is the first Policy needing approval to establish our Policy Manual.
2. 202 Purpose and Scope-Chief Stone added that this section further defines the new Policy Manual, laying the ground work for the rest of the Manual.

Director Genochio made a motion to approve the two Policy sections presented to the Board, 103 and 202. Director Bass seconded. (**Ayes**- Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

C. Purchase of Mask Fit Test Machine Discussion/Approval The Mud Run put on the Central Calaveras Firefighter's Association was a fund raiser to help pay for the new machine. \$10,000's was raised. Chief Stone has looked at the two machines available- TSI Port-O-Count for \$10,264.00 and includes 3 years of calibration with purchase and the Cascade Fire Equipment machine for \$10,488.98. The Chief recommends the TSI machine, since our previous machine was an older model of this unit and the 3 years of included calibration will be a substantial savings. Once the purchase is made the Fire Fighter's Association will write a reimbursement check for the total amount. Director Bass made a motion to approve the purchase of the TSI Port-O-Count. Director Genochio seconded. (**Ayes**- Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

Unfinished Business-None.

Directors Reports- none.

Committee Reports- The Special Tax Committee went to a West Point Fire Meeting to discuss the parcel tax West Point Fire intends on having on the November ballot.

A. Transmittals for June 14, 2018 Discussion/Approval: Director Genochio made a motion to approve the June 14, 2018 transmittals. Director Bass seconded. (**Ayes-** Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

B. Ledger-June 2018- FYI

C. CPPA and Cal Pers Health Resolution Approved Payments – FYI

D. Preliminary Budget FY 2018/19 Discussion/Approval- This item was discussed last meeting and not removed from the agenda.

Budget Adjustment-Discussion/Approval Due to a very large repair bill for an apparatus, some funds need to be moved from the general fund into the code used to pay the invoice. Director Genochio made a motion to approve the Budget Adjustment. Director Bass seconded. (**Ayes-** Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

Fire Chief's Report: Attached

Close Open Session: 7:14 pm

Open Closed Session: 7:15 pm

Closed Session:

A. Conference with Legal Counsel- WCAB Case # ADJ11135998- Personnel Matter-No Action Taken.

B. Personnel Matter-Fire Chief Performance Evaluation- Chief doing a fantastic job.

Close Closed Session: 7:26 pm

Open Open Session: 7:27 pm

Correspondence:

A. Quest Diagnostics-DOT Test Rate Increase.-FYI

Director Genochio made a motion to adjourn. Director Bass seconded. (**Ayes-** Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

Meeting adjourned at 7:30 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: May 10, 2018

Call to Order: The meeting was called to order at 6:09 pm

Introduction of Staff: Fire Chief Jeff Stone-
Administrative Assistant- Deborah Miller
Chief of Staff- Marty Tedder

Roll Call: Director Cook, Director Bass and Director Genochio **Absent**-Director Mills and Director Overacker

Public Comments: None

Approval of Minutes: Approval of April 19, 2018 Meeting Minutes. Director Genochio made a motion to approve the Meeting Minutes. Director Bass seconded. (**Ayes**- Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

New Business: None

Unfinished Business: None.

Directors Reports: None

Committee Reports: None

Financial:

A. Transmittals for May 10, 2018 Discussion/Approval: Director Bass made a motion to approve the May 10, 2018 transmittals. Director Genochio seconded (**Ayes**- Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

C. Ledger-May 2018- FYI

D. CPPA and Cal Pers Health Resolution Approved Payments – FYI

.Fire Chief's Report: Attached

Close Open Session: 6:30 pm

Open Closed Session: 6:31 pm

Closed Session:

A. Conference with Legal Counsel- WCAB Case # ADJ11135998- Personnel Matter-Nothing to Report.

Close Closed Session: 6:39 pm

Open Open Session: 6:40 pm

Correspondence:

- A. Volcano Communication- Internet Rate Increase- The Board was given copies of the rate increase letter.
- B. District Citizen Letter-Request for List of Vehicle Fleet and Insurance Costs- Chief shared his response letter with the Board. It has been mailed to the District Citizen who requested the information.

Director Genochio made a motion to adjourn. Director Overacker seconded. (**Ayes-** Director Genochio, Director Bass and Director Cook, **Absent** Director Mills and Director Overacker)

Meeting adjourned at 6:55 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: April 19, 2018

Call to Order: The meeting was called to order at 6:09 pm

Introduction of Staff: Fire Chief Jeff Stone-
Administrative Assistant- Deborah Miller
Chief of Staff- Marty Tedder

Roll Call: Director Cook, Director Mills and Director Genochio **Absent**-Director Bass and Director Overacker

Public Comments: None

Approval of Minutes: Approval of March 8, 2018 Meeting Minutes. Director Genochio made a motion to approve the Meeting Minutes. Director Mills seconded. (**Ayes**- Director Genochio, Director Mills and Director Cook, **Absent** Director Bass and Director Overacker)

New Business:

A. General Election for Board Members- Resolution 2018-003. The Board of Directors up for re-election in November 2018 were listed on the County Elections paperwork, which listed term ending, Directors replaced mid-term, if applicable, and new term up for election. Director Mills made a motion to approve Resolution 2018-003 as written. Director Genochio seconded. (**Ayes**- Director Genochio, Director Mills and Director Cook, **Absent** Director Bass and Director Overacker)

B. Consideration of Bi-Annual External Audit-Government Code 26909 contract with previous Auditor has expired and they don't have any interest in continuing with our agency. Two other local Auditors submitted contracts with bids. After reviewing the bids the Board of Director's chose a new auditor. The contract was signed. Admin Debbie Miller will send signed contract to approved auditor and regrets to the other. (**Ayes**- Director Genochio, Director Mills and Director Cook, **Absent** Director Bass and Director Overacker)

Unfinished Business: None.

Directors Reports:

Update on the Hotel Tax from Director Genochio-Met with a consultant to help form a strategy to improve the public awareness of the need for this increase and what it means to Calaveras County. Same consultant used by the Sheriff for the County Jail funding.

Director Cook discussed a 250,000 gallon water tank that CPUD might donate to Central Fire. Chief Stone mentioned it could be placed on Baker Riley or at El Rancho Loma Serena (ERLS). Director Cook mentioned this to the ERLS Board of Directors. Since tank is a donation only cost is installation. Also, CCWD has 2 redwood tanks in Arnold that are 25,000 gallons each. So we may receive one or both of these as well.

Committee Reports: Update from Chief Stone for Special Tax Committee. He went over tax ramifications of a group Friends of Measure E. Such a group cannot support a candidate but support of a measure is fine.

Financial:

A. Transmittals for April 19, 2018 Discussion/Approval: Director Mills made a motion to approve the April 19, 2018 transmittals. Director Genochio seconded (**Ayes-** Director Genochio, Director Mills and Director Cook, **Absent** Director Bass and Director Overacker)

C. Ledger-April 19, 2018- FYI

D. CPPA and Cal Pers Health Resolution Approved Payments – FYI

.Fire Chief’s Report: Attached

Closed Session:

- A. Conference with Legal Counsel- WCAB Case # ADJ11135998- Personnel Matter-Nothing to Report.
- B.

Correspondence:

- A. District Citizen Letter-Request for List of Vehicle Fleet and Insurance Costs- Chief will respond.
- B. Calaveras County Building Department Addressing Letter-Station#2 Central Fire received a letter concerning a change of address numbers for Station #2. In the end the numbers didn’t actually change. Believe this action was stimulated by the building permit requested for replacing the roof on Station#2.

Director Genochio made a motion to adjourn. Director Overacker seconded. (**Ayes-** Director Genochio, Director Mills and Director Cook, **Absent** Director Bass and Director Overacker)

Meeting adjourned at 7:18 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: March 8, 2018

Call to Order: The meeting was called to order at 6:03 pm

Introduction of Staff: Fire Chief Jeff Stone-
Administrative Assistant- Deborah Miller
Chief of Staff- Marty Tedder

Roll Call: Director Cook, Director Mills, Director Overacker and Director Genochio **Absent**-Director Bass

Public Comments: None

Approval of Minutes: Approval of February 8, 2018 Meeting Minutes. Director Overacker made a motion to approve the Meeting Minutes. Director Genochio seconded. (**Ayes**- Director Genochio, Director Mills, Director Overacker and Director Cook, **Absent** Director Bass)

Close Open Session: 6:04 pm
Open Closed Session: 6:05 pm

Closed Session:

A. Conference with Legal Counsel – WCAB Case# ADJ11135998 Personnel Matter

Close Closed Session: 6:07 pm
Call To Order Open Session: 6:08 pm No Action Taken

New Business:

A. Surplus 1995 International 4800, VIN# 1HTSEAAR9SH658811 (E-122) Discussion/Approval Chief Stone requested the Board move and approve to surplus E-122, the Santa Barbara engine, to allow for the sale of this apparatus. The donated engine from the Forest Service is almost ready for service. It is a better fit for our needs than the current E-122 which has high mileage. Director Mills made a motion to approve surplus and sale of E-122. Director Cook seconded. (**Ayes**- Director Genochio, Director Mills, Director Overacker and Director Cook, **Absent** Director Bass)

B. Limited Term Fire Captain- September 2018

Position#1 Capt Berlier Term ends in March. Central Calaveras Fire Fighters Association has raised \$55,000 so far in donations. This money has allowed this position to be extended to September.

Position#2 Capt Stewart He discussed with Chief changing his position to Limited Term to eliminating his medical/dental/vision benefits to allow benefits to continue for Capt Berlier and his position can be continued until November 2018.

Chief is recommending keeping one Lieutenant with benefits and one without until November 2018. Director Genochio made a motion to approve the changes to the Captain's positions as discussed. Director Mills seconded. (**Ayes**- Director Genochio, Director Bass, Director Overacker and Director Cook, **Absent** Director Mills)

Unfinished Business: None.

Directors Reports:

Director Genochio is on the Board for the Hotel Tax (TOT-Transient Occupancy Tax). They will be using a consultant to help form a strategy to improve the public awareness of the need for this increase and what it means to Calaveras County.

Director Cook had more discussions with Allen Senders about adding a generator to the Mountain Ranch Water tank.

Committee Reports:

Facilities and Apparatus Committee There are many project. Station# 2 needs a new roof. Facilities Manager Marty Tedder has completed the new roof on Station#2. Building is 33 years old and the roof was the original. Marty also noticed some minor termite damage.

Financial:

A. Transmittals for March 8, 2018 Discussion/Approval: Director Genochio made a motion to approve the March 8, 2018 transmittals. Director Mills seconded (**Ayes-** Director Genochio, Director Overacker, Director Cook and Director Mills, **Absent** Director Bass)

C. Ledger-March 8, 2018- FYI

D. CPPA and Cal Pers Health Resolution Approved Payments – FYI

.Fire Chief's Report: Attached

Correspondence- None

Director Genochio made a motion to adjourn. Director Overacker seconded. (**Ayes-** Director Genochio, Director Overacker, Director Cook and Director Mills, **Absent** Director Bass)

Meeting adjourned at 6:55 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: February 8, 2018

Call to Order: The meeting was called to order at 6:00 pm

Introduction of Staff: Fire Chief Jeff Stone-
Administrative Assistant- Deborah Miller
Chief of Staff- Marty Tedder

Roll Call: Director Cook, Director Bass, Director Overacker and Director Genochio **Absent**-Director Mills

Public Comments: None

Approval of Minutes: Approval of January 17, 2018 Meeting Minutes. Director Overacker made a motion to approve the Meeting Minutes. Director Genochio seconded. (**Ayes**- Director Genochio, Director Bass, Director Overacker and Director Cook, **Absent** Director Mills)

Closed Session:

- A. Conference with Legal Counsel – Existing Litigation (§ 54956.9) Central Calaveras Fire and Rescue Protection District v. Pacific Gas & Electric district reached resolution with PG&E, ending the pending litigation.
- B. Conference with Legal Counsel – Anticipated Litigation (§ 54956.9) Personnel Matter No Action Taken

New Business:

- A. Resolution 2018-001 Board Signatories County Auditor- Discussion/Approval Resolution to include new Board Member as signatory on county Account. Director Overacker made a motion to approve resolution 2018-001. Director Genochio seconded. (**Ayes**- Director Genochio, Director Bass, Director Overacker and Director Cook, **Absent** Director Mills)
- B. Resolution 2018-002 Board Signatories- El Dorado Savings Bank -Discussion/Approval Resolution to approve new Board Member to sign on checking account. Director Overacker made a motion to approve resolution 2018-001. Director Genochio seconded. (**Ayes**- Director Genochio, Director Bass, Director Overacker and Director Cook, **Absent** Director Mills)
- C. 700 Forms-Fill Out-Discussion/Approval Annual 700 forms were passed out to Board Members. All forms were filled out and signed. Director Genochio made a motion to approve the 700 forms for 2018. Director Bass seconded. (**Ayes**- Director Genochio, Director Bass, Director Overacker and Director Cook, **Absent** Director Mills)
- D. Mountain Ranch Water Tank Repairs-~\$1,500- Discussion/ Approval Chief Stone reviewed the issue and needed repairs for the Mountain Ranch water tank. Chief of Staff Marty Tedder found the tank ½ full. He contacted PumpCo to assess the electrical

problems. The battery was replaced as well as the pump saver. New locks for the hydrants were ordered to limit the use of non-fire related water usage. Director Genochio approved the repairs on the Mountain Ranch Water Tank. Director Bass seconded. (**Ayes-** Director Genochio, Director Bass, Director Overacker and Director Cook, **Absent** Director Mills)

Unfinished Business: None.

Directors Reports: Director Genochio is on the Board for the Hotel Tax (TOT-Transient Occupancy Tax), which will be seeking an increase on the November ballot. She is concerned that there maybe 3 tax measures which might lower the success of any or all of the measures.

Committee Reports: Facilities and Apparatus Committee There are many project. Station# 2 needs a new roof. Facilities Manager Marty Tedder has procured a building permit and will start the work soon.

Apparatus Report-

- A. A use utility box was purchased from PumpCo for the support vehicle.
- B. The donated engine from the Forest Service will be put into service soon. Equipment from E-122 have been moved to the new engine. Chief is starting the process of surplusng E-122. Since the Forest Service engine would not be reimbursed for Strike teams, E-121 would go out and the Forest Service engine would cover District.
- C. The portable class room being donated by the School District will require too many expenditures to set up. A foundation, upgraded electrical and new generator would be required. This project will be abandoned due to the cost.

Financial:

A. Transmittals for February 8, 2018 Discussion/Approval: Director Mills made a motion to approve the February 8, 2018 transmittals. Director Overacker seconded (**Ayes-** Director Genochio, Director Overacker, Director Cook and Director Bass, **Absent** Director Mills)

C. Ledger-February 8, 2018- FYI

D. CPPA and Cal Pers Health Resolution Approved Payments – FYI

.Fire Chief's Report: Attached

Correspondence- None

Director Cook made a motion to adjourn. Director Bass seconded. (**Ayes-** Director Genochio, Director Overacker, Director Cook and Director Bass, **Absent** Director Mills)

Meeting adjourned at 7:21 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: January 17, 2018

Call to Order: The meeting was called to order at 6:05 pm

Introduction of Staff: Fire Chief Jeff Stone- Absent
Administrative Assistant- Deborah Miller

Roll Call: Director Cook, Director Overacker and Director Genochio **Absent**-Director Mills

Public Comments: None

Approval of Minutes: Approval of December 13, 2017 Meeting Minutes. Director Overacker made a motion to approve the Meeting Minutes. Director Cook seconded. (**Ayes**- Director Genochio, Director Overacker and Director Cook, **Absent** Director Mills)

New Business:

A. Board of Directors-New Director Oath of Office- President of the Board- Mary Jane Genochio read the Oath of Office to Jim Bass. Mr. Bass read his Oath of Office and became the newest Board of Director for Central Calaveras Fire and Rescue Protection District.

B. Board of Directors-Positions and Committee Members 2018 Director Bass will replace former Director Barr on the Policy and Procedure Committee and Public Relations Committee. The other Directors will stay on the same Committees as in 2017. Director Cook will assume the position of board President. Director Mills will assume the position of Board Vice President. Director Genochio will assume the position of Board Secretary. Director Overacker will stay as Board Treasurer for 2018. Director Overacker made a motion to accept Board Positions and Committee appointments as discussed. Director Cook seconded. (**Ayes**- Director Genochio, Director Overacker, Director Bass and Director Cook, **Absent** Director Mills)

C. Limited Term Fire Captain Positions-extend until March 24, 2018 Chief Stone requested the Board approve extending the Limited Term Fire Captain position until March 24th. Director Overacker made a motion to extend the Limited Term Fire Captain position until March 24th. Director Cook seconded. (**Ayes**- Director Genochio, Director Overacker, Director Bass and Director Cook, **Absent** Director Mills)

D. Unfinished Business: None.

Directors Reports: None.

Committee Reports: none.

Financial:

A. Transmittals for January 17, 2018 Discussion/Approval: Director Mills made a motion to approve the January 17, 2018 transmittals. Director Overacker seconded (**Ayes-** Director Genochio, Director Overacker, Director Cook and Director Bass, **Absent** Director Mills)

C. Ledger-January 17, 2018- FYI

D. CPPA and Cal Pers Health Resolution Approved Payments – FYI

.Fire Chief’s Report: Attached

Correspondence- None

Director Cook made a motion to adjourn. Director Bass seconded. (**Ayes-** Director Genochio, Director Overacker, Director Cook and Director Bass, **Absent** Director Mills)

Meeting adjourned at 7:05 pm.

Approval Signature – Director

Approval Signature – Secretary