

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: December 17, 2009

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

Roll Call: Directors: Carl Mills, Bill Schmiett, Don Leach and Don Overacker
 Chief: Joe Piccinini
 Administrator: Deborah Grant
 Absent: Director Mike Spadoni

Introduction of Guest: Capt. Jeff Stone, Kat Piccinini, Hunter Halsted, Chris Jacobsen and Lt. Kris Hinds

Public Comments: None

Approval of Minutes

- A. Director Leach made a motion to approve the November 12, 2009 meeting minutes. Director Bill Schmiett seconded (4-0-1).

New Business:

- A. Oath of Office- Chief Piccinini was sworn into office as Fire Chief.
- B. The Board of Directors discussed and approved the budget adjustments recommended by the Finance committee. Director Schmiett made a motion to approve the budget adjustments. Director Leach seconded. (4-0-1)
- C. Board approval of new term member- Don Overacker. Director Schmiett pointed out to the Board that since all 3 open terms were not appointed before the deadline in September, the appointments are now at the discretion of the County Board of Supervisors. Director Leach further discussed that the County Board of Supervisors probably would not appoint someone without a recommendation from Central Fire's Board. Director Overacker and Director Schmiett have submitted the County paperwork for reappointment.
- D. Board approval of new term member-Bill Schmiett As discussed above.
- E. Board approval of new term member-Jim Southerland-Moore Directors decided they would like to interview prospective new Board members prior to official appointments by either the County Board of Supervisors or Central Fire's Board.

Director Schmiett will write a letter to the Board of Supervisors to that effect. Mr. Southerland-Moore will be invited to an interview.

- F. Resolution 2009-18 Discussion about wording in resolution. Director Schmiett made a motion to approve Resolution 2009-18 with the amendment of Personnel Committee to Board of Directors. Director Overacker seconded. (4-0-1)
- G. AAP-007 In conjunction with Policy and Procedure changes for the Operational Staff Salary Steps. Director Schmiett made a motion to approve the new salary steps and policies as listed in AAP-007. Director Overacker seconded the motion. (4-0-1)

Old Business:

- A. None

Directors Reports:

Director Schmiett mentioned that Resident Jason Buchanan was highlighted in thepinetree.net with his Columbia Firefighting graduating class. FF Buchanan received highest combined level awards for academic and manipulative skills.

Committee Reports:

- A. Personnel Committee: Director Leach, Director Spadoni and Director Overacker met with Chief Piccinini and discussed the Lieutenant and Captain Job classifications as listed in the Policies and Procedures. Changes were made and will be presented to the Board for approval.
- B. Finance Committee: Director Spadoni and Chief Piccinini met to reevaluate the 2009/2010 budget and make adjustments necessary to reflect recent necessary repairs to apparatus and buildings as well as mandated communication needs effective January 1, 2010.
- C. Public Relations Committee: None
- D. Policies and Procedures Review Committee: Meeting held concurrent with Personnel committee meeting.

Financial:

- A. Transmittal for December 2009: Director Schmeitt made a motion to approve the August 2009 transmittal with corrections. Director Overacker seconded. (4-0-1)
- B. Ledger for November 2009- information only

Fire Chief's Report: See attached

Correspondence:

- A. None

Director Schmiett made a motion to adjourn from open session. Director Leach seconded.
(4-0-1) Open Session adjourned at 7:35pm.

Closed Session begun 7:37pm.

A. Fire Chief's Review-No Action Taken

Closed Session adjourn at 7:55pm.

Adjournment: Director Spadoni made a motion to adjourn. Director Overacker seconded.
(4-0-1) Meeting adjourned at 8:58pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT MINUTES

Meeting Date: November 12, 2009

Call to Order: The meeting was called to order at 6:34pm.

Roll Call: Directors: Mike Spadoni, Bill Schmiett, Don Leach and Don Overacker
 Chief: Joe Piccinini
 Administrator: Deborah Grant
 Absent: Director Carl Mills

Introduction of Guest: Capt. Jeff Stone, Jaime Stelck, Hunter Halsted and Lt. Kris Hinds

Public Comments: None

Approval of Minutes

- A. Director Spadoni made a motion to table this item until copies could be distributed. Director Leach seconded. (3-0-0) Director Spadoni made a motion to approve the October 8, 2009 minutes. Director Leach seconded. (3-0-0)

New Business:

- A. Oath of Office- Don Overacker was sworn in as a returning member of the Board of Directors of CCFRPD. He read and signed the Oath of Office.
- B. Lt. Hinds and Chief Piccinini discussed current and future communication budget needs. This included an upgrade to the base radio at Station #1. The budget committee discusses needed adjustment and outside grants will be pursued to ease monetary impact.
- C. Lt. Hinds and Chief Piccinini presented the cost of repairs to all apparatus for the period of 2007 to the present. Director Spadoni requested a 5 year apparatus plan from Chief Piccinini.
- D. Director Schmiett presented to the Board an example of a modular building available at a low cost, to be considered for increasing the working/living space at Station #1 This was for information only.
- E. Generator that supplies back-up power to Station #1 failed during the last big storm. Three service techs evaluated the condition of the generator and quotes were written for repair or replacement. Repair costs are more than 50% of the purchase price, so the consensus is to replace the existing generator with a model that will adequately power Station #1. Possibility of State surplus purchase is being investigated.
- F. Discussion of purchase of one new Zoll AED to replace an older unit that is incompatible with ALA units. Board agreed current budget provides for purchase of one. Captain Stone expressed the need for the purchase of a second AED. Finance Committee will discuss this request.

- G. Chief Piccinini discussed the value of Firehouse software for efficiently organizing many different administrative needs required by law. These include maintaining training records, apparatus repair records, response information, equipment inventory and equipment testing. The Board recommended the Finance committee meet and discuss the cost vs. need. Their findings will be reviewed at the next regularly scheduled Board meeting.
- H. Budget Adjustments recommended by the Finance Committee were submitted for approval. Director Overacker made a motion to approve the adjustments. Director Leach seconded. (4-0-0)
- I. AAP-006 Director Spadoni recommended changing the "Payroll People" to "Payroll Service" to better generalize the intent of the document. Director Overacker made a motion to approve AAP-006 with amended wording, Director Leach seconded. (4-0-0)
- J. County Transmittal System- Admin Assistant Debbie Grant presented a change to paying vendors. Discussion included using checking account to make payments in a timelier manner, while maintaining budget accounts through the County. Director Schmiett suggested transferring transmittal using a thumb drive, to ease county processing. Director Spadoni suggested adding a dial up modem to Admin computer to test access to county VPN system.
- K. Chief Piccinini brought to the Boards attention the existence of the SAFER grant. This would add much needed funding for recruitment and training of volunteers. Since it is a non matching grant the financial impact would be minimal. The Board was in favor of the Chief pursuing this avenue of funding.

Old Business:

- A. MacMillan Litigation- Admin Debbie Grant made contact with the law firm representing CCFRPD. The case has been dismissed and no other action will be taken.
- B. Glatfelter Claims letter 6/17/2009: Update- same as above.

Directors Reports:

Director Leach recommended all of the committees should meet in the near future.

Committee Reports:

- A. Personnel Committee: None, Director Schmiett stepped down from the personnel committee Director Overacker was reinstated.
- B. Finance Committee: None
- C. Public Relations Committee: None
- D. Policies and Procedures Review Committee: None

Financial:

- A. Transmittal for October 2009: Director Spadoni made a motion to approve the August 2009 transmittal with corrections. Director Overacker seconded. (4-0-0)
- B. Ledger for October 2009- information only

Fire Chief's Report: See attached

Director Overacker made a motion to take Correspondence out of order. Director Leach seconded. (4-0-0)

Correspondence:

- A. Letter presented to the Board from CPPA showing financial savings on electricity when compared to PG&E.
- B. Email from Jim Southerland-Moore expressing interest in open board position for the upcoming year, was presented to the Board.

Director Spadoni made a motion to adjourn from open session. Director Overacker seconded. (4-0-0) Open Session adjourned at 8:11pm.

Closed Session begun 8:12pm.

- A. Disciplinary Action- No Action Taken
- B. Discussion-Salary Steps- No Action Taken

Director Spadoni made a motion to adjourn closed session, Director Leach seconded. (4-0-0) Closed session adjourn at 8:55pm.

Adjournment: Director Spadoni made a motion to adjourn. Director Overacker seconded. (4-0-0) Meeting adjourned at 8:58pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: October 29, 2009

Call to Order: The meeting was called to order at 10:06am.

Roll Call: Directors: Carl Mills, Mike Spadoni, and Bill Schmiett
 Chief: Joe Piccinini
 Administrator: Deborah Grant

Introduction of Guest: None

Public Comments: None

New Business:

- A. Resolution 2009-17: Resolution Approving The Form And Execution And Delivery Of Purchase And Sale Agreement And Related Documents With Respect To The Sale Of The Sellers Proposition 1A Receivable From The State; And Directing And Authorizing Certain Other Actions In Connection Therewith
Director Schmiett made a motion to approve Resolution 2009-17, Director Spadoni seconded. (3-0-1)

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(3-0-1) Meeting adjourned at 10:13am.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: October 29, 2009

Call to Order: The meeting was called to order at 10:06am.

Roll Call: Directors: Carl Mills, Mike Spadoni, and Bill Schmiett
 Chief: Joe Piccinini
 Administrator: Deborah Grant

Introduction of Guest: None

Public Comments: None

New Business:

- A. Resolution 2009-17: Resolution Approving The Form And Execution And Delivery Of Purchase And Sale Agreement And Related Documents With Respect To The Sale Of The Sellers Proposition 1A Receivable From The State; And Directing And Authorizing Certain Other Actions In Connection Therewith
Director Schmiett made a motion to approve Resolution 2009-17, Director Spadoni seconded. (3-0-1)

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(3-0-1) Meeting adjourned at 10:13am.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: October 8, 2009

Call to Order: The meeting was called to order at 6:35pm.

Roll Call: Directors: Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
Chief: Joe Piccinini
Administrator: Deborah Grant

Introduction of Guest: Kat Piccinini, Capt. Jeff Stone, FF Mark Gonzalez, and Lt. Kris Hinds

Public Comments: None

Approval of Minutes

- A. Director Schmiett made a motion to approve the July 25, 2009 minutes. Director Leach seconded. (3-0-0)
- B. Director Spadoni made a motion to approve the September 10, 2009 minutes. Director Leach seconded the motion. (3-0-0)

New Business:

- A. Board Input on Chief's Priorities- Board would like Chief to manage all operational aspects with little or no guidance. The Chief needs to fine tune many issues left unresolved and create a more efficient work environment for employees. Another task is to improve the volunteer numbers and involvement at Central Fire.
- B. Board input on Struckman Rd. issues. Chief gave the board and update which included a recent court ruling that a permanent easement exists for the other residences on Struckman Road. The State Fire Marshal was contacted and non compliance of the road width was verified.

Old Business:

- A. Glatfelter Claims letter 6/17/2009: Update- none.

Directors Reports:

Director Scmiett thanked volunteers and career staff for participating and representing Central Fire at "Day in the Park"

Committee Reports:

- A. Personnel Committee: None
- B. Finance Committee: Met and discussed final budget for fiscal year 2009-2010.
- C. Public Relations Committee: None
- D. Policies and Procedures Review Committee: None

Financial:

- A. Transmittal for August 2009: Director Spadoni made a motion to approve the August 2009 transmittal with corrections. Director Leach seconded. (4-0-0)
- B. The County budget Report for end of fiscal year 2008-2009 was furnished to all Board Members for information only.

Fire Chief's Report: See attached

Director Schmiett made a motion to take Correspondence out of order.

Correspondence:

- A. Received a telephone call in response to Central Fire's "Thank-you" letter for \$1000.00 donation which was used for training projector purchase. Donor was very happy to hear the money was put to good use.
- B. \$50.00 private citizen donation was made in appreciation for Central Fire's quick response to a local smoke check.
- C. ISU Insurance- Endorsement change letter confirming increase in building replacement costs

Closed Session begun 8:02pm.

Director Spadoni made a motion to hire Joe Piccinini as the new Fire Chief. He will have a hire date of September 16, 2009. Director Spadoni seconded. (4-0-0)

Closed Session adjourned at 8:32pm

Adjournment: Director Schmiett made a motion to adjourn. Director Leach seconded. (4-0-0) Meeting adjourned at 8:35pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: August 13, 2009

Call to Order: The meeting was called to order at 6:31pm.

Roll Call: Directors: Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
Chief: Don Overacker
Administrator: Deborah Grant

Introduction of Guest: Mr. & Mrs. Stewart, Capt. Jeff Stone, FF Chris Jacobsen, Lt. Kris Hinds, Pam Overacker, Michael O'Keefe, and FF Bret Belshe

Public Comments: None

Approval of Minutes

- A. Director Spadoni made a motion to approve the July 9, 2009 minutes. Director Leach seconded the motion. (4-0-0)
- B. Director Spadoni made a motion to approve the July 25, 2009 minutes. Director Leach seconded the motion. (4-0-0)

New Business:

Director Schmiett made a motion to take item F. out of order. Director Spadoni seconded. (4-0-0)

- F. Prussian Hill Water Tank Discussion: Mr. & Mrs. Stewart expressed concerns over Public access and use of water from Prussian Hill tank located on their property. Title search by Director Schmiett, revealed a 25 year lease for Central Fire's use of Water tank. Director Schmiett made a motion to abandon Central Fire's "Right To Easement" and end the 25 year lease, 5 years early. Director Spadoni seconded. (4-0-0) Resolution 2009-16 Ending Prussian Hill Water tank Lease -will be presented to the board at the next regularly scheduled meeting.
- A. VPN County System compatibility issues: Discussion- Director Schmiett discussed with County our incompatible satellite system. Dial-up access is a possibility, once a modem is installed in Admin computer.
- B. Discuss building and vehicle insurance. Chief Overacker informed the Board of very low values listed for buildings insured by Central Fire. Based on an audit done by our insurance company, more accurate values, reflecting replacement costs, for all 5 stations was distributed to the Board. Chief has directed insurance company to increase values on all Stations and informed the Board of the \$750.00 premium increase added to our insurance premium.
- C. Discussion Chief Duties- Audit Policies and Procedures Section 1107 clearly define Chief responsibilities as well as Board designee and Admin responsibilities for establishing contact with CPA and follow through to audit completion.

- D. Resolution 2009-14 Termination of payroll Services by Jill Jenkins Director Schmiett made a motion to approve Resolution 2009-14. Director Leach seconded. (4-0-0)
- E. Resolution 2009-15 Adjustment of Reserves Director Schmiett made a motion to table this until the next board meeting. Director Spadoni seconded. (4-0-0)
- F. Item taken out of order at beginning of meeting.
- G. AAP-002 Volunteer Stipends- Director Spadoni made a motion to table approval of this AAP until the next Board meeting. Director Leach seconded. (4-0-0)
- H. AAP-003 Approval of Expenditures Director Spadoni made a motion to approve AAP-003. Director Leach seconded. (4-0-0)

Recess 7:38 pm
Call to Order 7:48pm

- I. Surplus Vehicle bids- Director Spadoni made a motion to accept the highest bids for the three surplus vehicles placed out for public bid. Director leach seconded. (4-0-0)

Old Business:

- A. Glatfelter Claims letter 6/17/2009: Update- lawyers are continuing to handle the case and will update the Chief with any progress or outcome.

Directors Reports:

None

Committee Reports:

- A. Personnel Committee: 1 meeting, recommended 6 candidates for open Fire Chief position.
- B. Finance Committee: Met and discussed proposed budget for fiscal year 2009-2010.
- C. Public Relations Committee: None
- D. Policies and Procedures Review Committee: None

Financial:

- A. Transmittal for July 2009: Director Spadoni made a motion to approve the July 2009 transmittal. Director Leach seconded. (4-0-0)

Fire Chief's Report: See attached

Closed Session begun 8:23pm.

Director Spadoni made a motion to ratify the proposed employment agreement between CCF and the prospective candidate for Fire Chief. Director Mills seconded. (4-0-0) Board final decision will be determined by County Counsel review of agreement and background investigation findings.

Director Schmiett made a motion to adjourn to closed session. Director Schmiett seconded. (4-0-0)

Closed Session adjourned at 9:10pm

Correspondence: None

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(4-0-0) Meeting adjourned at 9:12pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: July 25, 2009

Call to Order: The meeting was called to order at 8:40am.

Roll Call: Directors: Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
 Chief: Don Overacker
 Administrator: Debbie Grant

Introduction of Guest: None

Public Comments: None

Financial:

- A. Special transmittal for July 2009 Director Spadoni made a motion to accept the transmittal. Director Schmiett seconded. (4-0-0)

Director Spadoni made a motion to allow Chief Overacker to participate in the Chief interviews. Director Leach seconded. (3-1-0)

Closed Session:

Called to order 9:02am.

Action taken: Selection of Fire Chief candidate.

Closed session adjourned at 4:48pm.

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded. (4-0-0) Meeting adjourned at 4:55pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT MINUTES

Meeting Date: July 9, 2009

Call to Order: The meeting was called to order at 6:32pm.

Roll Call: Directors: Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
 Chief: Don Overacker
 Administrator (stand in): Jeff Stone

Introduction of Guest: Michael O'Keefe and Pam Overacker

Public Comments: Plaque presented before the meeting to retired Captain Terry Miller for his exceptional service to Central Fire.

Approval of Minutes

- A. Director Spadoni made a motion to approve the June 11, 2009 minutes. Director Leach seconded the motion. (4-0-0)

New Business:

Director Spadoni made a motion to add discussion of the AFG grant to the Board Agenda, as New Business item G. Director Leach seconded. (4-0-0)

- A. Discuss County Transmittal System: Open discussion of other District's approach to better managing payment to vendors in a more timely fashion, through Resolutions approving a finance committee approval mid month. Tabled until the next Board meeting for further discussion.
- B. Discussion of Finance Committee meeting once a month to approve mid monthly transmittals. Tabled until next meeting.
- C. VPN county System compatibility issues. Wildblue satellite interferes with VPN and Outlook. Dial up internet is a possibility to circumvent the VPN access issue. Director Schmiett will look into this further and report back at the next Board meeting.
- D. Resolution from County Board of Supervisors approving CCFRPD as a Baby Safe Surrender site. Informational only.
- E. Discussion of clarifying Volunteers Residency Status in Policy and Procedures or AAP Manual. Need to clarify reasonable residency distance to district or must live in District.
- F. Budget Adjustment for County Auditor. Final payroll adjustment to 2008-2009 Budget. Director Spadoni made a motion to approve budget adjustment as written. Director Schmiett seconded. (4-0-0)
- G. AFG Fire Construction Grant. Director Spadoni made a motion to authorize Capt. Stone to submit a grant to the AFC Construction Grant Program for the sum of \$370,000.00 with a matching District funds up to \$40,000.00. Director Leach seconded. (4-0-0)

Old Business:

- A. Audit Update: Director Spadoni suggested Board members read report at leisure and call him with any questions. If any concerns are expressed, this agenda item can be revisited under old business at the August Board meeting.
- B. County Budget Dispersal- not timely. Director Schmiett will discuss with County Auditor's office
- C. New Fire Chief Hire- Update. 7 Applications received so far. Deadline postmarked by July 17th. Interviews will probably be over two days, including one Saturday for candidate convenience.

Directors Reports:

None

Committee Reports:

- A. Personnel Committee: Met
- B. Finance Committee: None
- C. Public Relations Committee: None
- D. Policies and Procedures Review Committee: None

Financial:

- A. Transmittal for June 2009: Director Schmiett made a motion to approve the June 2009 transmittal. Director Leach seconded. (4-0-0)
- B. Ledger thru June 2009: Preliminary end of year. Informational only.

Fire Chief's Report: See attached

Closed Session postponed 7:56pm.

Correspondence

- A. Glatfelter Claims letter 6/17/2009 Director Spadoni made a motion to add Glatfelter Claims Letter to Old Business. Director Leach seconded (3-1-0)
- B. ISU Insurance- Policy Amendment for New Ford U-121

Director Spadoni made a motion to adjourn to closed session. Director Schmiett seconded. (4-0-0)

Director Mills left 7:58pm.

Closed Session:

Called to order 7:59pm.

A. Board voted (3-0-1) to give employees a 3% COLA effective 8-1-09.

Closed session adjourned at 8:09pm.

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(4-0-0) Meeting adjourned at 8:10pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: June 11, 2009

Call to Order: The meeting was called to order at 6:33pm.

Roll Call: Directors: Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
Chief: Don Overacker
Administrator: Debbie Grant

Introduction of Guest: Capt. Jeff Stone, Lt. Kris Hinds, FF Mark Gonzalez, FF Jason Buchanan, Jaime Stelck and FF Chris Jacobsen

Public Comments: None

Approval of Minutes

- A. Director Schmiett made a motion to approve the April 20, 2009 minutes. Director Spadoni seconded the motion. (4-0-0)
- B. Director Spadoni made a motion to approve the May 14, 2009 minutes. Director Leach seconded the motion. (4-0-0)

New Business:

- A. County Resolution to Approve Budget Adjustment: Director Schmiett made a motion to approve the budget adjustments as written. Director Leach seconded. (4-0-0)
- B. Resolution 2009-09 Establish Board Treasurer: Director Schmiett made a motion to approve Resolution 2009-09 as written. Director Leach seconded. (4-0-0)
- C. Resolution 2009-10 Approve County Payment of taxes for Payroll. Director Schmiett made a motion to approve Resolution 2009-10 Approve County Payment of taxes for Payroll as written. Director Leach seconded. (4-0-0)
- D. Resolution 2009-11 Resolution Establishing Authorized Signatory To The Checking Accounts Established For Payroll And Petty Cash. Director Spadoni made a motion to approve Resolution 2009-05 as written. Director Leach seconded. (4-0-0)
- E. Resolution 2009-12 Resolution Establishing Payment by Calaveras County Auditor-Controller To Pay From the County Held Funds from the District as written. Director Spadoni made a motion to approve Resolution 2009-12 as written. Director Leach seconded. (4-0-0)
- F. Resolution 2009-13 Payroll People Termination of Services. Director Schmiett made a motion to approve Resolution 2009-13 as written. Director Leach seconded. (4-0-0)
- G. MacMillian litigation- Case has been referred to CCFRPD's Insurance Company for further review.
- H. Approval of purchase of District utility vehicle Chief informed Board than a Ford F-350 has been found to replace a surplus utility. Director Spadoni made a motion to approve the purchase of a new utility vehicle. Director Schmiett seconded. (4-0-0)

- I. Approval of AAP-1 Director Spadoni made a motion to approve AAP-1. Director Schmiett seconded. (4-0-0)
- J. County Budget Reports- Discuss report dispersals. Director Spadoni discussed end of month ledgers from County sometimes don't arrive until after our regularly scheduled Board meetings. This makes keeping the Board up to date with our budget difficult. Director Schmeitt said
- K. Appoint a new Board Treasurer. Director Schmiett made a motion to appoint Director Spadoni as the Board treasurer for remainder of the current year. Director Leach seconded. Director Spadoni accepts. (4-0-0)

Old Business:

- A. Audit Update: Auditor requested the Board of Directors signatures on the Management Representation letter. Once received, the audit would be delivered to CCFRPD.

Directors Reports:

None

Committee Reports:

- A. Personnel Committee: None
- B. Finance Committee: Meeting was held on June 1st. Budget adjustments were made and the New Budget was proposed.
- C. Public Relations Committee: None; Director Schmiett made a suggestion to advertise Prohibited Fireworks flyer in the Miner's Pick
- D. Policies and Procedures Review Committee: None

Financial:

- A. Transmittal for June 2009: Director Schmiett made a motion to approve the May 2009 transmittal. Director Leach seconded.
- B. Ledger thru May 2009: Not available due to no county ledger received to date.
- C. Add Budget to Agenda. Director Spadoni made a motion to add proposed new budget to agenda. Director Leach seconded. (3-1-0) Add proposed budget to agenda. Director Spadoni made a motion to accept the proposed budget for 2009-2010. Director Leach seconded. (4-0-0)

Fire Chief's Report: See attached

Director Spadoni made a motion to adjourn to closed session. Director Schmiett seconded. (4-0-0)

Closed Session:

Called to order 7:41pm.

A. No action taken.

Closed session adjourned at 8:18pm.

Correspondence

A. Board was notified that the County budget packet was available.

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(4-0-0) Meeting adjourned at 8:25pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: June 11, 2009

Call to Order: The meeting was called to order at 6:33pm.

Roll Call: Directors: Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
Chief: Don Overacker
Administrator: Debbie Grant

Introduction of Guest: Capt. Jeff Stone, Lt. Kris Hinds, FF Mark Gonzalez, FF Jason Buchanan, Jaime Stelck and FF Chris Jacobsen

Public Comments: None

Approval of Minutes

- A. Director Schmiett made a motion to approve the April 20, 2009 minutes. Director Spadoni seconded the motion. (4-0-0)
- B. Director Spadoni made a motion to approve the May 14, 2009 minutes. Director Leach seconded the motion. (4-0-0)

New Business:

- A. County Resolution to Approve Budget Adjustment: Director Schmiett made a motion to approve the budget adjustments as written. Director Leach seconded. (4-0-0)
- B. Resolution 2009-09 Establish Board Treasurer: Director Schmiett made a motion to approve Resolution 2009-09 as written. Director Leach seconded. (4-0-0)
- C. Resolution 2009-10 Approve County Payment of taxes for Payroll. Director Schmiett made a motion to approve Resolution 2009-10 Approve County Payment of taxes for Payroll as written. Director Leach seconded. (4-0-0)
- D. Resolution 2009-11 Resolution Establishing Authorized Signatory To The Checking Accounts Established For Payroll And Petty Cash. Director Spadoni made a motion to approve Resolution 2009-05 as written. Director Leach seconded. (4-0-0)
- E. Resolution 2009-12 Resolution Establishing Payment by Calaveras County Auditor-Controller To Pay From the County Held Funds from the District as written. Director Spadoni made a motion to approve Resolution 2009-12 as written. Director Leach seconded. (4-0-0)
- F. Resolution 2009-13 Payroll People Termination of Services. Director Schmiett made a motion to approve Resolution 2009-13 as written. Director Leach seconded. (4-0-0)
- G. MacMillian litigation- Case has been referred to CCFRPD's Insurance Company for further review.
- H. Approval of purchase of District utility vehicle Chief informed Board than a Ford F-350 has been found to replace a surplus utility. Director Spadoni made a motion to approve the purchase of a new utility vehicle. Director Schmiett seconded. (4-0-0)

- I. Approval of AAP-1 Director Spadoni made a motion to approve AAP-1. Director Schmiett seconded. (4-0-0)
- J. County Budget Reports- Discuss report dispersals. Director Spadoni discussed end of month ledgers from County sometimes don't arrive until after our regularly scheduled Board meetings. This makes keeping the Board up to date with our budget difficult. Director Schmeitt said
- K. Appoint a new Board Treasurer. Director Schmiett made a motion to appoint Director Spadoni as the Board treasurer for remainder of the current year. Director Leach seconded. Director Spadoni accepts. (4-0-0)

Old Business:

- A. Audit Update: Auditor requested the Board of Directors signatures on the Management Representation letter. Once received, the audit would be delivered to CCFRPD.

Directors Reports:

None

Committee Reports:

- A. Personnel Committee: None
- B. Finance Committee: Meeting was held on June 1st. Budget adjustments were made and the New Budget was proposed.
- C. Public Relations Committee: None; Director Schmiett made a suggestion to advertise Prohibited Fireworks flyer in the Miner's Pick
- D. Policies and Procedures Review Committee: None

Financial:

- A. Transmittal for June 2009: Director Schmiett made a motion to approve the May 2009 transmittal. Director Leach seconded.
- B. Ledger thru May 2009: Not available due to no county ledger received to date.
- C. Add Budget to Agenda. Director Spadoni made a motion to add proposed new budget to agenda. Director Leach seconded. (3-1-0) Add proposed budget to agenda. Director Spadoni made a motion to accept the proposed budget for 2009-2010. Director Leach seconded. (4-0-0)

Fire Chief's Report: See attached

Director Spadoni made a motion to adjourn to closed session. Director Schmiett seconded. (4-0-0)

Closed Session:

Called to order 7:41pm.

A. No action taken.

Closed session adjourned at 8:18pm.

Correspondence

A. Board was notified that the County budget packet was available.

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(4-0-0) Meeting adjourned at 8:25pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT

MINUTES

Meeting Date: May 14, 2009

Call to Order: The meeting was called to order at 6:42pm.

Roll Call: Directors: Don Overacker, Carl Mills, Mike Spadoni, Bill Schmiett and Don Leach
Administrator: Debbie Grant

Introduction of Guest: Capt. Jeff Stone, Lt. Kris Hinds, FF Lawren Keeler and FF Chris Jacobsen

Public Comments: Capt. Stone mentioned the availability of a grant for Fire Station construction. Recommended the Board form a committee to investigate further. Director Spadoni made a motion to form an adhoc committee to investigate needs for fulfilling this grants needs. Director Schmiett seconded. (5-0-0)

Approval of Minutes

- A. Director Schmiett commented that Policy change, 1201.13 had been tabled at March 12 meeting, but had not reappeared on next agenda. - Director Schmiett made a motion to table until next meeting. Director Spadoni seconded the motion. (5-0-0) Director Schmiett made a motion to approve the March 12, 2009 minutes. Director Spadoni seconded the motion. (5-0-0)
- B. Director Spadoni made a motion to approve the April 15, 2009 minutes. Director Mills seconded the motion. (5-0-0)
- C. Director Spadoni made a motion to approve the April 29, 2009 minutes. Director Schmiett seconded the motion. (5-0-0)
- D. Director Spadoni made a motion to approve the May 7, 2009 minutes. Director Leach seconded the motion. (4-1-0)
- E. Director Schmiett made a motion to approve the April 9, 2009 minutes with amendments of New Business items A, B and A to A, B and C. Director Spadoni seconded the motion. (5-0-0)

New Business:

- A. Approve Budget Adjustment: Director Spadoni made a motion to table this item until the next meeting. Director Schmiett seconded. (5-0-0)
- B. Resignation of Don Overacker from the Board of Directors: Director Spadoni made a motion to accept the resignation of Don Overacker from the Board of Directors. Director Schmiett seconded. (4-1-0)
- C. Board Vacancy Authorize Advertisement: Director Schmiett made a motion to advertise Board vacancy. Director Spadoni seconded. (4-0-0)
- D. Resolution 2009-05 New Hire Career A/O: Director Spadoni made a motion to approve Resolution 2009-05. Director Leach seconded. (4-0-0)
- E. Resolution 2009-06 New Hire Career A/O: Director Spadoni made a motion to approve Resolution 2009-06. Director Leach seconded. (4-0-0)
- F. Swearing In: 2 New Career Employees Christopher Jacobsen sworn in, Mark Gonzalez absent.
- G. Resolution 2009-07 for Interim Fire Chief Salary: Director Spadoni made a motion to set the salary for the Interim Fire Chief, Don Overacker, at \$3,000.00 per month. Director Leach seconded. (4-0-0)
- H. Reinstate two Board Members to Sign Checks: Director Schmiett made a motion to table this agenda item until next meeting when the Umpqua signatory form is available. Director Leach seconded.

Board polled to change agenda item to 1 Board Member and 1 Administrative Staff to sign checks. (4-0-0)

- I. Surplus 1984 GMC Blaze, P-125 and Stakeside: Discussion of closed bid with minimum bid set at ½ Kelly Blue Book. Agenda item carried forward to next meeting to discuss bids.
- J. Payroll Vendor Changes: Change from Payroll People to Jill Jenkins Payroll and Tax Service effective new fiscal year- July 1, 2009.
- K. Void Administrative Assistant Employment Contract with former Chief Byrd: Director Schmiett made a motion to void the employment contract between former Chief Byrd and the Administrative Assistant. Director Leach seconded the motion. (4-0-0) Present Administrative Support person will continue on as an employee.
- L. Resolution 2009-08 Policy changes: Director Schmiett made a motion to accept the Policy changes submitted in Resolution 2009-08. Director Leach seconded. (4-0-0)
- M. Approval of AAP-1: Director Spadoni made a motion to table this agenda item until the next regularly scheduled meeting. Director Schmiett seconded. (4-0-0)

Old Business:

- A. Audit Update: Director Spadoni reported that the Auditors have finished the on site audit of CCFRPD records and the final report will be available soon.

Directors Reports:

Director Leach reported contact with Lynch Automotive. Discussion included using Lynch mobile service for apparatus and only sending apparatus to Burtons in Modesto for pump testing. Using a local vendor should save time and money for vehicle repair and maintenance.

Director Schmiett reported attending the County Board of Supervisors meeting on May 12, 2009. The Board adopted a Resolution to pass title of the County donated water tenders to the individual fire districts. CCFRPD still has an outstanding claim of \$8,000.00 for repairs to WT-121 that is contractually the responsibility of the County. Chief Overacker attended a Chief's meeting addressing this issue. Local Chief's are forming a committee to investigate the status of all the water tenders involved. Recommendation is for CCFRPD not to accept title to WT-121 until the Chief's committee provides further information and/or the county reimburses repair costs.

Committee Reports:

- A. Personnel Committee: Selected new hires for A/O career positions. County council recommended Director Overacker resigning from Board to prevent a conflict of interest as interim Chief.
- B. Finance Committee: None
- C. Public Relations Committee: None
- D. Policies and Procedures Review Committee: Review of policies lead to Resolution 2009-08 outlining policy changes.

Financial:

- A. Transmittal For May 2009: Director Schmiett made a motion to approve the May 2009 transmittal. Director Leach seconded.
- B. Ledger thru April 2009: Informational only.

Fire Chief's Report: See attached

Director Spadoni made a motion to adjourn to closed session. Director Schmiett seconded. (4-0-0)

Closed Session:

Called to order 8:00pm.

- A. Director Leach made a motion to accept the withdrawal of complaint dated May 8, 2009. Director Spadoni seconded. (4-0-0)
- B. Director Leach made a motion to accept the withdrawal of complaint heard by the Board February 12, 2009. Director Spadoni seconded.
- C. Board previously resolved complaint to the satisfaction of complainant.

Director Schmiett motioned to adjourn closed session. Director Spadoni seconded. (4-0-0)

Closed session adjourned at 8:54pm.

Correspondence

- A. Board was notified that the County approved CCFRPD Conflict of Interest Code.
- B. The County has sent the 2009/2010-budget packet for the finance committee to review.

Adjournment: Director Schmiett made a motion to adjourn. Director Spadoni seconded.
(4-0-0) Meeting adjourned at 8:58pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: May 7, 2009

Call to Order: The meeting was called to order at 6:36pm.

Roll Call: Directors: Don Overacker, Carl Mills, Mike Spadoni, and Don Leach
Administrator: Debbie Grant

Absent: Director Bill Schmiett

Introduction of Guest: Mark Hall, Capt. Jeff Stone, Lt. Kris Hinds, and Jaime Stelck

Public Comments: None

Director Spadoni made a motion to move to Closed Session. Director Mills seconded. (4-0-1)

Closed Session:

Personnel Matter- District appointment of interim Chief- order Government Code 54957

Open Session Call to Order: The meeting was called to order at 7:24pm.

Old Business:

- A. Revisit Hiring Freeze-Director Mills made a motion to lift hiring freeze and authorize the Interim Chief Overacker to hire two career candidates from the existing list. Director Spadoni seconded. (4-0-1)
- B. Selecting Career AO Candidate- Mark Gonzalez and Christopher Jacobsen will be hired to fill the A/O career open positions. Resolutions for hire will be reviewed at the next regularly scheduled Board meeting on May 14th.

Adjournment: Director Spadoni made a motion to adjourn. Director Leach seconded.
(4-0-1) Open Session adjourned at 8:17pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: April 29, 2009

Call to Order: The meeting was called to order at 6:34pm.

Roll Call: Directors: Don Overacker, Carl Mills, Bill Schmiett, Mike Spadoni, and Don Leach
Administrator: Debbie Grant

Introduction of Guest: Phil Davis, Mark Hall, Mark Gonzalez, Capt. Jeff Stone, FF Jason Buchanan, Lt. Kris Hinds, and Jaime Stelck

Old Business:

- A. Revisit Hiring Freeze-Director Leach made a motion to lift hiring freeze. Director Spadoni seconded. (1-4-0) Director Spadoni made a motion to table until next regular Board meeting. Director Schmiett seconded. (5-0-0)
- B. Selecting Career AO Candidate- Director Schmiett made a motion to table until the next regularly scheduled Board meeting. Director Spadoni seconded. (5-0-0)

Financial:

- A. April 2009 Special Transmittal- Director Spadoni made a motion to approve the April 29, 2009 transmittal. Director Schmiett seconded. (5-0-0)

Adjournment: Director Spadoni made a motion to adjourn the open session. Director Schmiett seconded. (5-0-0) Open Session adjourned at 6:55pm.

Closed Session:

Interview Candidate for Fire Chief- No Action Taken

Open Session Call to Order: The meeting was called to order at 8:30pm.

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Mills seconded the motion. (5-0-0) Meeting adjourned at 8:34 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: April 20, 2009

Call to Order: The meeting was called to order at 10:00am

Roll Call: Directors: Bill Schmiett, Mike Spadoni, and Don Leach

Absent: Directors: Don Overacker and Carl Mills
Administrator: Debbie Grant

New Business:

- A. Fire Chief Selection- Director Spadoni made a motion for a Special Meeting set for 4/29/2009 at 6:30pm. Director Leach seconded. (3-0-2)
- B. Temporary Authority Assignments- Captain Miller was authorized to assume the operational duties of the Fire Chief. Board Member Don Overacker will assume administrative duties of the Fire Chief. Director Spadoni made a motion to approve assignments. Director Leach seconded. (3-0-2)

Adjournment:

Director Spadoni made a motion to adjourn the meeting. Director Leach seconded the motion. (3-0-2) Meeting adjourned at 10:25 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: April 15, 2009

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

Roll Call: Directors: Don Overacker, Carl Mills, Bill Schmiett, Mike Spadoni and Don Leach
Chief: Shawn Byrd
Administrator: Debbie Grant

Closed session:

Performance Evaluation of Fire Chief - Pursuant to Government Code Section 54957
Action Taken- Accepted resignation of Fire Chief (5-0-0)

Revised Fire Chief contract (5-0-0)

Adjourn Closed Session: 8:14pm

Director Schmiett made a motion to adjourn the meeting. Director Mills seconded the motion.
(5-0-0) Meeting adjourned at 8:15 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT MINUTES

Meeting Date: April 9, 2009

Call to Order: The meeting was called to order at 6:35pm

Roll Call: Directors: Don Overacker, Carl Mills, Bill Schmiett, Mike Spadoni, and Don Leach
Chief: Shawn Byrd
Administrator: Debbie Grant

Introduction of Guests: Capt Jeff Stone, Lt. Kris Hinds, Mark Gonzalez, FF Jason Buchanan, FF Bret Belshe

Public Comments: None.

Approval of Minutes

- A. Director Spadoni made a motion to approve the February 20, 2009 minutes. Director Leach seconded the motion. (4-0-1)
- B. Director Spadoni made a motion to approve the March 19, 2009 minutes. Director Leach seconded the motion. (5-0-0)
- C. Director Schmiett made a motion to approve the March 31, 2009 minutes. Director Spadoni seconded the motion. (5-0-0)

New Business:

- A. Surplus Equipment-Chief requested Board approval to surplus an old FAX machine and laser printer. Director Schmiett volunteered to take to Poole Station Recycling in San Andreas. Director Spadoni recommended offering to CCFRPD volunteers for a purchase price of \$1.00. Spadoni moved to surplus equipment. Director Schmiett seconded. (5-0-0).
- B. Resolution 2009-4 Signatory Authority for Administrative Assistant on Umpqua Checking Account. Director Schmiett made a motion to discuss the Resolution before the Board. Director Mills seconded. Recommendation made to have not only 2 signatures per check, but to change Policies and Procedures to read 1 staff and 1 Board Member to sign all checks. (0-5-0)
- A. Discussion of the real property at the corner of Mountain Ranch Road and Whiskey Slide Road being granted to the County of Calaveras. Director Schmiett opened discussion of gifting the property on Mtn. Ranch Rd and Whiskey Slide to the MRYA or the County. Director Overacker recommended keeping property for future use, maybe even as a new site for Station #3.

Unfinished Business:

- A. Audit Update- Director Spadoni stated that the audit was proceeding. Questionnaires for Board members, Chief and Administrative Assistant will be finished by Monday, April 13, and sent to auditor. Inventory and depreciation schedule will be completed this weekend and sent to auditor. Chief will drop off more files to auditor Saturday or Monday.

Directors Reports: None

Committee Reports:

- A. Personnel Committee: Director Overacker, Director Leach and Chief Byrd- None
- B. Finance Committee: Director Mills, Director Spadoni and Chief Byrd-closed Session
- C. Public Relations Committee: Director Mills, Director Schmiett and Chief Byrd-None
- D. Policies and Procedures Review Committee: Director Spadoni, Director Leach and Chief Byrd-
Brief meeting to clarify organization chart. Director Spadoni handed out proposed new flow chart.

Financial:

- A. Transmittal For April 2009

Fire Chief's Report: See Attached

Closed Session:

Call to order 7:35pm

- A. Public employee complaints or charges, pursuant to Government Code 54957 -No action taken. Problem resolved.
- B. Public employee complaints or charges, pursuant to Government Code 54957- Action taken. Board voted 5-0-0 to impose a temporary hiring freeze.
- C. Clarification/correction of contract language: Fire Chief Action taken. Language will be revised to reflect past practice for approval at next regular meeting.

Director Spadoni made a motion to end closed session. Director Leach seconded. Closed session ended at 10:40pm.

Correspondence: None

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Spadoni seconded the motion. (5-0-0) Meeting adjourned at 10:42 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: March 31, 2009

Call to Order: The meeting was called to order at 1:00pm

Roll Call: Directors: Don Overacker, Carl Mills, Bill Schmiett, Mike Spadoni, and Don Leach
Chief: Shawn Byrd
Administrator: Debbie Grant

Introduction of Guests: Lt. Kris Hinds

Public Comments: None.

Old Business:

- A. Audit Issues-Auditor has received most of the necessary documents for 2007-08 Audit. Director Mills made a motion to authorize Director Spadoni to spend up to \$1,000.00 for extra hire help, if necessary, to complete Auditors requests. Director Don Leach seconded the motion. (4-1-0)

- B. Finance Issues- Tabled to closed session at next Board meeting on April 9th, 2009.

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Spadoni seconded the motion. (5-0-0) Meeting adjourned at 2:37 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: March 19, 2009

Call to Order: The meeting was called to order at 2:02pm

Roll Call: Directors: Don Overacker, Carl Mills, Bill Schmiett, Mike Spadoni and Don Leach

Closed session:

The board voted 5-0-0 to send a letter to Brian Chavez-Ochoa in response to a letter received from him dated March 12, 2009

Adjourn: 3:35pm

Call To Order: 3:37pm

Open Session:

Pursuant to Government Code section 54954. (b) The Board approved Resolution 2009-03 approving a mail-in election to be held August 25, 2009

Adjournment:

Director Spadoni made a motion to adjourn the meeting. Director Mills seconded the motion. (5-0-0) Meeting adjourned at 3:45 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: March 12, 2009

Call to Order: The meeting was called to order at 6:35 pm

Roll Call: Directors: Don Overacker, Carl Mills, Bill Schmiett, Mike Spadoni and Don Leach
Administrator: Debbie Grant

Absent: Chief Shawn Byrd

Introduction of Guests: Lt. Kris Hinds, Cpt. Jeff Stone, and FF Bret Belshe

Public Comments: None.

Approval of Minutes

- A. Director Schmiett made a motion to approve the February 12, 2009 minutes. Director Leach seconded the motion. (5-0-0)

New Business:

None

Unfinished Business:

- A. Policy change, 1201.13- Director Schmiett made a motion to table until next meeting. Director Spadoni seconded the motion. (5-0-0)

Directors Reports:

Director Schmiett announced he has joined the Mountain Valley Advisory Committee, which reviews protocols and policies for local Emergency Medical Services. The first meeting will be next Wednesday. He also attended the Chief's Meeting on Wednesday, 3/11/09.

Committee Reports:

- A. Personnel Committee: Director Overacker and Director Leach- None
- B. Finance Committee: Director Mills and Director Spadoni- None
- C. Public Relations Committee: Director Mills and Director Schmiett-None
- D. Policies and Procedures Review Committee: Director Spadoni and Director Leach-None

Financial:

- A. Transmittal for February 2009: Director Spadoni made a motion to approve the February 2009 transmittal. Director Leach seconded the motion. (5-0-0)
- B. Ledger through February 2008- County ledger not received in time to update ledger. Directors requested copies of County ledger when available.

Fire Chief's Report:

See attachment.

Correspondence:

None

Adjourn: 7:02pm

Closed session:

Call to Order: 7:05 pm
Personnel Issues: No action taken
Adjourn: 8:11 pm

Call to Order: 8:12

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Spadoni seconded the motion.
(5-0-0) Meeting adjourned at 8:13 pm.

Approval Signature – Director

Approval Signature – Secretary

**CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES**

Meeting Date: February 20, 2009
Call to Order: The meeting was called to order at 9:03 AM
Roll Call: Directors: Carl Mills, Bill Schmiett, Mike Spadoni and Don Leach
Chief: Shawn Byrd
Absent: Don Overacker

Closed session:

Personnel Issues: Informational. No Action taken.

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Spadoni seconded the motion.
(4-0-1) Meeting adjourned at 2:35 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: February 12, 2009
Call to Order: The meeting was called to order at 6:32 pm
Roll Call: Directors: Carl Mills, Bill Schmiett, Mike Spadoni and Don Leach
Chief: Shawn Byrd
Administrator: Debbie Grant
Absent: Don Overacker
Introduction of Guests: Cpt. Terry Miller, Cpt. Jeff Stone, FF Jason Buchanan, FF Bret Belshe, Chad Hawkins, Sonia Bustamante. Lt. Kris Hinds arrives at 6:37pm.
Public Comments: None.

Approval of Minutes

- A. Director Schmiett made a motion to approve the January 8, 2009 minutes. Director Leach seconded the motion. (4-0-1)

New Business:

- A. Resolution 2009-02 Amending Conflict of Interest. Director Schmiett made a motion to approve Resolution 2009-2. Director Leach seconded the motion. (4-0-1)
- B. Calaveras County Annual Form 700 for Board Members- 4 Board members received packets. Directors will submit to the County Elections Office by April 1, 2009.
- C. Policy Change, 1201.13 Director Spadoni made a motion for open discussion with employees, Director Schmiett seconded the motion. Capt. Miller and Lt. Hinds want clarification of the definition of CTO. Director Schmiett made a motion to table Policy Change, 1201.13 until next meeting. Director Spadoni seconded.

Unfinished Business:

None

Adjourn meeting @ 6:48pm

Call to Order @ 6:53pm

Directors Reports:

Director Schmiett commented that Website needs work. Chief Byrd advertised for volunteer help and one public citizen has offered his services. Since domain name has just been renewed for 10 years, use of offered services will be pursued. Update at next meeting.

Committee Reports:

- A. Personnel Committee: Director Overacker and Director Leach- None
- B. Finance Committee: Director Mills and Director Spadoni- None
- C. Public Relations Committee: Director Mills and Director Schmiett-None
- D. Policies and Procedures Review Committee: Director Spadoni and Director Leach

Financial:

- A. Transmittal for February 2009: Director Schmiett made a motion to approve the February 2009 transmittal. Director Spadoni seconded the motion. (4-0-1)
- B. Ledger through December 2008- Information only, no action taken.

Fire Chief's Report:

See attachment.

Motion made by Director Schmiett to discuss Correspondence before closed session. Director Spadoni seconded. (4-0-1)

Correspondence:

None

Closed session:

Call to Order: 7:21 pm

Public Employee complaints or charges, pursuant to Government Code 94957: No Action Taken

Public Employee complaints or charges, pursuant to Government Code 94957: No Action Taken

Adjourn: 9:59 pm

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Spadoni seconded the motion. (4-0-1) Meeting adjourned at 10:04 pm.

Approval Signature - Director

Approval Signature - Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: January 08, 2009
Call to Order: The meeting was called to order at 6:37 pm
Roll Call: Directors: Bill Schmiett, Mike Spadoni and Don Overacker
Chief: Shawn Byrd
Administrator: Debbie Grant
Absent: Director Carl Mills Arrives 6:48pm
Introduction of Guests: Cpt. Terry Miller, Cpt. Jeff Stone, and Don Leach
Public Comments: None.

Approval of Minutes

- A. Director Schmiett made a motion to approve the December 11, 2008 minutes. Director Spadoni seconded the motion. (3-0-1)

New Business:

- A. Don Leach was appointed to the Board of Directors. Spadoni made a motion to approve the appointment. Director Schmiett seconded the motion. (3-0-1) Don Leach was sworn in.
- B. Flexible Spending –Chief Byrd has begun investigating options available. Director Schmiett made a motion to table discussion until the next Board meeting. Director Spadoni seconded. (4-0-1)
Recess 6:44pm
Director Mills arrives 6:48pm
Call to Order 6:49pm
- C. Resolution 2009-01 Amending Conflict of Interest Code. Director Schmiett made a motion to approve Resolution 2009-01. Director Leach seconded. (5-0-0).
- D. Resolution 2009-02 Cost Recovery Plan Director Schmiett made a motion to table until next Board meeting. Director Spadoni seconded. (5-0-0)

Unfinished Business:

None

Directors Reports:

- A. Director Schmiett commended the participation by CCFRPD staff and volunteers in the Mountain Ranch Holiday parade. Special thanks went to Sharon Lumsden for her time and effort in assembling the packets distributed to the children who attended the event.

Committee Reports:

- A. Personnel Committee: Director Overacker and Director Leach- None
- B. Finance Committee: Director Mills and Director Spadoni- None
- C. Public Relations Committee: Director Mills and Director Schmiett-None
- D. Policies and Procedures Review Committee: Director Spadoni and Director Leach

Financial:

- A. Transmittal for January 2009: Director Overacker made a motion to approve the January 2009 transmittal. Director Spadoni seconded the motion. (5-0-0)
- B. Ledger through November 2008- Tabled until next month. County report unavailable for update.

Fire Chief's Report:

See attachment.

Closed session:

Call to Order: 8:30 pm
Personnel Issues: No Action Taken
Adjourn: 8:49 pm

Correspondence:

None

Adjournment:

Director Schmiett made a motion to adjourn the meeting. Director Spadoni seconded the motion. (5-0-0) Meeting adjourned at 8:55pm.

Approval Signature - Director

Approval Signature - Secretary