

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: May 9, 2019

1. Call to Order- The meeting was called to order at 6:48 pm
2. Closed Session: None
3. Public Comments: None
4. CONSENT AGENDA. Consent agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any board member, staff member or interested party may request removal of an item from the consent agenda for later discussion.
 - a. Approval of the April 11, 2019 Meeting Minutes.
 - b. Approval of the April 30, 2019 Special Meeting Minutes.
 - c. Transmittal.
 - d. Ledger / Budget Summary.
 - e. Fire Safety Elves Summary
 - f. CPPA, CalPers Health, EBS Resolution Approved Payments.

Director Raggio made a motion to approve the Consent Agenda as presented. Director Morris seconded. (**Ayes-** Director Cook, Director Raggio and Director Morris, **Absent** Director Mills and Director Overacker)

5. Regular Agenda:
 - a. Resolution 2019-005- County Auditor Signatories- Discussion / Approval Director Raggio made a motion to approve Resolution 2019-005. Director Morris seconded. (**Ayes-** Director Cook, Director Raggio and Director Morris, **Absent** Director Mills and Director Overacker)
 - b. Resolution 2019-006-Umpqua Bank Signatories. Discussion / Approval Director Morris made a motion to approve Resolution 2019-006. Director Raggio seconded. (**Ayes-** Director Cook, Director Raggio and Director Morris, **Absent** Director Mills and Director Overacker)
 - c. Resolution 2019-007- El Dorado Savings Bank signatories. Discussion / Approval Director Raggio made a motion to approve Resolution 2019-007. Director Morris seconded. (**Ayes-** Director Cook, Director Raggio and Director Morris, **Absent** Director Mills and Director Overacker)
 - d. Cannabis Cultivation Regulation Study Session- Discussion Tabled Until Next Meeting.

6. Correspondence:

- a. CPPA FY 2019/20 Power Rate Increase- Discussion Notification arrived of a rate increase from 0.85kWH to 0.9kWH effective July 1, 2019.
- b. Director Cook opened a letter from Mokelumne Hill Fire. Letter will be shared with Chief Stone.

7. Fire Chief's Report: None

8. Adjourn: 7:02 pm

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

Chief Stone arrives. 7:02pm

Open Open Session: 7:03pm

5. Regular Agenda:

d. Cannabis Cultivation Regulation Study Session- Discussion

The County Board of Supervisors are working on regulations with the Fire Districts and any updates will be shared with our Board.

7. Fire Chief's Report:

- a. Calaveras Community Foundation- Received an \$8,000 Grant for Assisting Seniors to stay in their homes by providing smoke detectors and chimney cleaning services.
- b. Health Care Grant- For purchase of 2 AED's.
- c. The International Association of Fire Chiefs- Ready Set Go- Received Grant to create 2 Demo Defensible Space and Fire Break properties.
- d. FEMA Grant- Financial Information was requested. Usually this is a positive sign for grant award.
- e. Napa Valley Fire Council- The National Volunteer Fire Council asked Chief Stone to present on the Butte Fire experience at a charity event in Napa.

Meeting adjourned at 7:22 pm

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

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: April 11, 2019

1. Call to Order- The meeting was called to order at 6:23 pm
2. Closed Session: No Action Taken on Items a & b. Item c., the Board voted to appoint Patty Raggio to fill the open Director position. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
3. Public Comments: None
4. CONSENT AGENDA. Consent agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any board member, staff member or interested party may request removal of an item from the consent agenda for later discussion.
 - a. Approval of the March 14, 2019 Meeting Minutes.
 - b. Transmittal.
 - c. Ledger / Budget Summary.
 - d. CPPA, CalPers Health, EBS Resolution Approved Payments.
 - e. Signature Card for Payroll People- Discussion/ Approval

Director Overacker made a motion to approve the Consent Agenda as presented. Director Morris seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)

5. Regular Agenda:
 - a. Policy 900: Records Management. Discussion / Approval Director Morris made a motion to approve Policy 900. Director Overaker seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
 - b. Policy 901: Release of Records. Discussion / Approval Director Morris made a motion to approve Policy 901. Director Overacker seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
 - c. Resolution: 2019-004. Establish a Due Date for Invoices / Bills for Payment by Board Transmittal. Discussion / Approval Director Overacker made a motion to approve Resolution 2019-004 establishing that all invoices submitted for payment after the 3rd of the month will be approved for payment at the next month's Board Meeting. Director Morris seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
 - d. Policy 210: District Finance Procedures. Discussion / Approval Director Overacker made a motion to approve Policy 210. Director Morris seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
 - e. Budget Code Adjustments - Discussion / Approval Director Overacker made a motion to approve the budget code adjustments. Director Morris seconded. (**Ayes-** Director Cook,

- Director Overacker and Director Morris, **Absent** Director Mills)
- f. Policy 1206: Apprentice Firefighter Program (Update). Discussion / Approval This Policy will increase the Apprentice Firefighter Stipend from \$50.00 to \$75.00 per day. The Board chose to amend the Policy to state stipends will be paid on the regular biweekly pay schedule. Director Morris made a motion to approve Resolution 2019-004 as amended. Director Overacker seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
 - g. Notice of Engine 126 being placed Out of Service by annual BIT inspection. Discussion
 - h. Purchase of Used Surplus Vehicles from Murphy’s Fire Protection District.
 - i. 4 X 4 Dodge Durango Command / Utility. \$4000. Discussion / Approval
Director Overacker made a motion to approve the purchase the 4x4 Dodge Durango after the Apparatus Committee has the opportunity to inspect the vehicle and approves the purchase. Director Morris seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)
 - ii. Type 6 Wildland Engine. \$35,000. Discussion / Approval
Director Morris made a motion to approve the purchase of the Type 6 Wildland Engine after the Apparatus Committee has the opportunity to inspect the vehicle and approves the purchase. Director Overacker seconded. (**Ayes-** Director Cook, Director Overacker and Director Morris, **Absent** Director Mills)

6. Correspondence:

- a. Cal Fire OES-Delayed Payment Notification. Due to the implementation of a new payment system some payments for invoices for Strike Team participation may take longer than normal.

7. Fire Chief’s Report: See Attached

8. Adjourn

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

Meeting adjourned at 8:18 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: March 14, 2019

Call to Order: The meeting was called to order at 6:07 pm

1. Call to Order
2. Closed Session: No Action Taken.
3. Introduction of Staff- Chief Jeff Stone, Captain Tedder and Admin Debbie Miller
4. Roll Call- Director Morris, Director Cook, Director Mills and Director Genochio; Director Overacker absent
5. Public Comments: None
6. CONSENT AGENDA. Consent agenda items are expected to be routine and non-controversial. They will be acted upon by the Board at one time without discussion. Any board member, staff member or interested party may request removal of an item from the consent agenda for later discussion.
 - a. Approval of the February 20, 2019 Meeting Minutes.
 - b. Transmittal.
 - c. Ledger / Budget Summary.
 - d. CPPA, CalPers Health, EBS Resolution Approved Payments.

Director Genochio made a motion to approve the Consent Agenda as presented. Director Mills seconded. (**Ayes-** Director Cook, Director Genochio, Director Morris and Director Mills, **Absent** Director Overacker)

7. New Business:
 - a. Resolution 2019-002 Resolution recognizing the contributions of Volunteer Water Tender Operator- John George. Discussion/Approval Director Mills made a motion to approve Resolution 2019-002. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio, Director Morris and Director Mills, **Absent** Director Overacker)
 - b. Resolution 2019-003 Resolution recognizing the contributions of Board Member Mary Jane Genochio. Discussion/Approval Director Mills made a motion to approve Resolution 2019-003. Director Morris seconded. (**Ayes-** Director Cook, Director Genochio, Director Morris and Director Mills, **Absent** Director Overacker)
 - c. Policy 1106: Compensation. Discussion / Approval Director Mills made a motion to approve Policy 1106. Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio, Director Morris and Director Mills, **Absent** Director Overacker)

d. Declare the following vehicles as Surplus Vehicles: Discussion / Approval

i. 2006 Ford Taurus (A-120), VIN: 1FAFP53U06A180459

ii. 1994 Chevy Pickup (U-124), VIN: 1GBGC24K1RE162559

Director mills made a motion to surplus the 2006 Ford Taurus (A-120), VIN: 1FAFP53U06A180459 and the 1994 Chevy Pickup (U-124), VIN: 1GBGC24K1RE162559.

Director Genochio seconded. (**Ayes-** Director Cook, Director Genochio, Director Morris and Director Mills, **Absent** Director Overacker)

e. Purchase of State Surplus Utility Vehicle - Update. Director Cook and Mechanic Carpenter went to the State Auction to find a utility found that met our needs and budget. Nothing found.

8. Unfinished Business:

a. Policies Update - Lexipol. FYI. Chief Stone updated the Board on access to Policies on Lexipol. Each Director will have a log in to review Policies.

9. Director Reports: Director Cook mentioned no progress on the tank for El Rancho Loma Serena due to the wet winter.

10. Fire Chief's Report: See Attached

11. Correspondence:

a. Butte County Fire- Thank you for Camp Fire. Letter presented to Board.

12. Adjourn

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

Meeting adjourned at 7:00 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: February 20, 2019

Call to Order: The meeting was called to order at 6:04 pm

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

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

Public Comments: None.

Public Attendance: None.

Approval of Minutes: Approval of January 20, 2019 Meeting Minutes. Director Genochio made a motion to approve the Meeting Minutes for January 20, 2019. Director Morris seconded. (**Ayes**- Director Cook, Director Genochio, Director Morris and Director Overacker, **Absent** Director Mills)

1. New Business:

- a. Resolution 2019-001 Bill Schmiett Recognition of Service Board of Directors. Discussion/Approval Director Overacker made a motion to approve Resolution 2019-001. Director Genochio seconded. (**Ayes**- Director Cook, Director Genochio, Director Morris and Director Overacker, **Absent** Director Mills)
- b. Declare as Surplus property - 1990 Ford F-350 VIN# 2FTJ235HXLCA41639. Discussion/Approval Director Overacker made a motion to surplus the 1990 Ford F-350. Director Morris seconded. (**Ayes**- Director Cook, Director Genochio, Director Morris and Director Overacker, **Absent** Director Mills)
- c. Agreement between Calaveras County and CCFRPD for Fire Protection and EMS Services to the County Protection areas of Sheep Ranch, Swiss Ranch, and Freccero Road. Review/Discussion/Approval Director Genochio made a motion for the Fire Chief to clarify with the County Auditor, the contractual payments made to Central Fire for EMS and Fire service to the Sheep Ranch, Swiss Ranch and Freccero Road areas that are not part of Central Fire's District. Director Cook seconded. (**Ayes**- Director Cook, Director Genochio, Director Morris and Director Overacker, **Absent** Director Mills)
- d. Board Member completion of 700 Forms - Discussion Board Directors filled out and signed required forms. Administrative Assistant will file.
- e. Joint Powers Agreement of Calaveras County Fire Authority. Review/Discussion/Approval Director Overacker made a motion to give Chief Stone authorization to sign the Joint Powers Agreement of Calaveras County Fire Authority on behalf of Central Calaveras Fire. Director Cook seconded. (**Ayes**-

Director Cook, Director Genochio, Director Morris and Director Overacker, **Absent**
Director Mills)

2. Unfinished Business:

- a. Baker Riley / Old Greek Mine Rd water tank replacement project. Chief updated Board on progress to replace tank burned in Butte Fire.
- b. Status of Glencoe fire station property (Station 4). Chief will write a letter informing owner of the property that Central Fire is not in a position to make an offer to purchase the property in the foreseeable future.

Unfinished Business: None.

Directors Reports-Director Cook- No update on tank due to recent inclimate weather.

Director Morris-Gave update on ball park in Rail Road Flat -Opening Day is April 6th.

Committee Reports- None.

Financial:

- a. Transmittals for February 20, 2019 Discussion/Approval: Director Morris made a motion to approve the February 20, 2019 transmittals. Director Morris seconded. (**Ayes-** Director Cook, Director Morris, Director Genochio and Director Overacker, **Absent** Director Mills)
- b. Ledger-February 20, 2019- FYI
- c. CPPA and Cal Pers Health Resolution Approved Payments – FYI

Fire Chief's Report: See attached for monthly report.

Close Open Session: 8:15 pm

Open Closed Session: 8:16 pm

Closed Session: No Action Taken.

Close Closed Session: 8:26 pm

Open Open Session: 8:27 pm

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

Meeting adjourned at 8:28 pm.

Approval Signature – Director

Approval Signature – Secretary

CENTRAL CALAVERAS FIRE & RESCUE PROTECTION DISTRICT
MINUTES

Meeting Date: January 10, 2019

Call to Order: The meeting was called to order at 6:02 pm

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

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

Public Comments: None.

Public Attendance: None.

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

New Business:

- a. Policies-Discussion/Approval
 - i. 207 Administrative Communications
 - ii. 1144 Compensatory Time Off
 - iii. 1139 Drivers License Requirements
 - iv. 1212 Small Engine Mechanic
 - v. 1204 Fire Lieutenant - Duty Officer
 - vi. 1145 Holidays
 - vii. 1113 Jury Duty and On-Duty Voting in Statewide Elections
 - viii. 1121 Lactation Breaks
 - ix. 1107 Overtime
 - x. 1108 Resident Firefighter, EMS, and Support Program (update)
 - xi. 1214 Safety Officer

Director Genochio made a motion to approve the Policies with non substantive corrections. Director Morris seconded. (**Ayes**- Director Cook, Director Morris, Director Genochio and Director Overacker, **Absent** Director Mills)

Unfinished Business: None.

Directors Reports-Director Cook received a call from Doug Baird from EL Rancho Loma Serena regarding the water tank installation. Director Cook will take some measurements needed to arrange transportation. Other tanks may also be available.

Committee Reports- None.

Financial:

- a. Transmittals for January 10, 2018 Discussion/Approval: Director Genochio made a motion to approve the January 10, 2018 transmittals. Director Morris seconded. (**Ayes-** Director Cook, Director Morris, Director Genochio and Director Overacker, **Absent** Director Mills)
- b. Ledger-January 10, 2018- FYI
- c. CPPA and Cal Pers Health Resolution Approved Payments – FYI

Fire Chief's Report: Chief reported to Board on Sheep Ranch inclusion in District, Cal Fire mapping Grant, Volunteer Fair, Fire Chief's Association Volunteer Academy, ROP students, Fire Chief's Association Active Shooter protocol, Calaveras Command channel, Alternate Funding, Fire Prevention Grants, Butte Fire clean up, Cal Fire Healthy Forest Grant and Garamendi Meeting. See attached for monthly report.

Closed Session: None

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

Meeting adjourned at 7:48 pm.

Approval Signature – Director

Approval Signature – Secretary