

# MOSQUITO FIRE PROTECTION DISTRICT

## Minutes Regular Meeting

Thursday, February 8th, 2018 7 PM

Mosquito Station #75, 8801 Rock Creek Road, Placerville, CA 95667

1. **Call to Order. 7 PM**
2. **Roll Call & Announcement of Quorum.** *Present Directors Hern, Mikel, Swystun, Morris and Snyder. Quorum.*
3. **Pledge of Allegiance.**
4. **Approval of Agenda.** *Motion to approve by Director Snyder with Amendment to table Item 9.4 to next month's meeting, second by Director Mikel. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
5. **Approval of Minutes.** *Regular Meeting January 11, 2018. Motion to approve by Director Snyder, second by Director Morris. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
6. **Public Comment.** Public may address the Board on any District related item not included in this agenda. Comments should be limited to three (3) minutes in duration.
7. **Fiscal Items:**
  - 7.1. Approval of Treasurer's Report. Per Treasurer; *OT payouts requires more research and Vacation, Sick and Holidays need to be properly reflected. These issues can be addressed during the March Budget Workshop. Motion to approve by Director Snyder, second by Director Swystun. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
  - 7.2. Approval of Expenditures: Expenses 01-09-2018. *Motion to approve by Director Snyder, second by Director Swystun. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
  - 7.3. Approval of Expenditures: Expenses 01-30-2018. *Motion to approve by Director Swystun, second by Director Snyder. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
  - 7.4. Approval of Expenditures: Expenses 02-02-2018. *Amendment to report; Line 4 removed. Motion to approve with amendment by Director Snyder, second by Director Swystun. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
8. **Informational Items: Correspondence and Communication**
  - 8.1 Chiefs Report. *In Chief Dwyer's absence the report was read by Admin Teresa Wren. Correction to date of SCPOA meeting; should be February 10<sup>th</sup>, 2018.*
  - 8.2 Correspondence and Communication. *We received a Thank You from the Ventura County Fire Department for the assistance during the Thomas Fires.*
  - 8.3 Ad Hoc Committee Reports
    - a. Parcel Assessment Review Committee. *Per Joe Snyder; the Committee wants directions from the Board on how to proceed with educating the public, who will do it and in which format. Board asked committee to present a written report on information to be shared with the public to inform and educate. Present consequence scenarios in a very realistic manner.*

- b. Services Consolidation Committee. *Per Director Morris; see 8.4. \*\*\**
- c. Grant Coordination Committee. *A FEMA Grant for equipment was submitted on time. It is a grant for a Diesel Exhaust Fume System for the Fire Station. It is a cancer prevention system.*

**8.4** Chief Savacool will address the Board regarding the County Fire Chiefs plan for long term financing of Fire Districts, and consolidation of the MFPD and GVFD Fire Departments. *Garden Valley Chief Savacool gave an update on the shared service agreement between MFPD and Garden Valley Fire Department.*

**9. Action Items.**

- 9.1** Remove MOU requirement for strike team assignment, regarding monetary reimbursement process. *Motion to table this item until the April Board meeting and research rate details and discuss historical stats during Budget Workshop, by Director Morris, second by Director Swystun. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
- 9.2** Rename Policy 2-10. *It is now called "Contributions".* Volunteer Recruitment and Retention should be Policy 3-11, to correct a numbering error. *Motion to approve with an amendment to Rename to Policy 3-11 by Director Hern, second by Director. Ayes: Directors Hern, Mikel, Swystun, Morris and Snyder. Noes: 0 Abstain:0*
- 9.3** Policy 2-11, Contributions. A Policy to define a contribution and provide guidelines under which the contribution may be accepted by the district. *Amendments; change Policy number to 2-10, referral to Policy 3-09 change to 1-09, changes to Form 211 to include removal of the 2 checkboxes for Capital and Asset, changing the location of the line of text "Asset Replacement Value" to the Office Use Only area and changing the signer in the Office Use Only to the Chief.*
- 9.4** Approval of Fire Marshal job description. Policy 3-01-12. *Amendment to table Item 9.4 during the Agenda approval.*

**10. Director's Comments.** *Director Mikel; we have received an audited workers compensation bill for \$7500. The increased amount is due to the fact that the initial workers compensation amount was an estimate based on the prior year when we had less staff. We have also received 2 FEMA checks in the amounts of \$14,900.00 and \$4,100.00. These transactions will reflect in the next month's expenses.*

**11. Adjourn.** *Motion to adjourn by Director Snyder, second by Director Swystun. 9:07 PM*