

MINUTES

**BURNEY FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
FEBRUARY 13, 2008
3:00 PM Regular Meeting
4:00 PM Closed Session**

OPEN SESSION

MEETING CALLED TO ORDER: 3:00 p.m. by Board Chair Moore.

FLAG SALUTE - Board Chair Moore.

ROLL CALL

Bob Moore
Boyd Taylor - Absent
Roger Valinoti
Donna Caldwell
Lynn Miller

AGENDA APPROVAL

On motion by Miller, and second by Caldwell, the **Agenda was approved by the following vote:**

Ayes: Moore, Valinoti, Caldwell, Miller
Noes: None
Absent: Taylor
Abstain: None

ANNOUNCEMENTS

None.

PRESENTATIONS

Board Chair Moore presented Certificates of Appreciation to Mike Hebrard, CalFire, and Lynn Miller for their participation and contributions to make the Class 3 (house burning) a success the weekend of February 9-10, 2008.

COMMITTEE REPORTS

Finance - None.
Strategic Plan Committee - None.
Fire Station Relocation Committee - None.
Legislative Committee - None.
Rules and Regs - None.

PUBLIC FORUM

None.

PUBLIC FORUM RESPONSE

None.

1. CONSENT CALENDAR

Items are expected to be routine and non-controversial. They will be acted upon by the Board at one time, using one motion, without discussion. Any Commissioner, staff member, or interested person or party may request that an item be removed from the consent calendar for later discussion.

- a. Approval for payment of bills as submitted: January 10, Batch 1, January 17, Batch 2; January 24, Batch 3; January 29, Batch 4; January 30, Batch 5, February 13, 2008, Batch 1.
- b. Approval of the Minutes from the Regular Meeting January 9; Special Meetings January 12; January 18; and January 23, 2008.
- c. Monthly financial report December 2007.
- d. Ambulance accounts receivable report December 2007.

On motion by Caldwell, and second by Miller, the **Consent Calendar Items were approved by the following vote:**

Ayes: Moore, Valinoti, Caldwell, Miller
Noes: None
Absent: Taylor
Abstain: None

2. ITEMS REMOVED FROM THE CONSENT CALENDAR

Items c - Monthly financial report for January 2008, and d - Ambulance accounts receivable report for January 2008. These were not received in time for today's meeting and were pulled from the Consent Calendar.

3. DISCUSSION / ACTION ITEMS

- a. Update on Ambulance Fee Study by Muni Financial. Chief Russell spoke to Jennie at Muni Financial. They are still in the process of acquiring information, especially from ADPI. At first glance, BFPD is well below the average for service fees.
- b. Update on Mello Roos. Board Member Miller said that we have been waiting to hear from attorney Jack Reese. The Board requested that Board Member Miller contact Mr. Reese and find out what are BFPD's options. We need to make educated decisions.

c. Discussion regarding update of Board Policy Manual. Board Member Caldwell said that

each year the Board reviews the policy manual and does “housekeeping” on it. Board Members Valinoti and Taylor will begin reviewing the manual and bring suggestions back to the Board at the March Board meeting.

- d. MOU with the American Red Cross, Shasta Area Chapter. This local chapter would like to have a MOU with BFPD regarding our Mass Casualty Trailer (MCT). Board Member Caldwell would like the circumference of miles specified, (how far would the trailer be allowed to go?). Chief Russell will follow up on the particulars and check the grant specifics from which we received the trailer and supplies.
- e. Volunteer Firefighter Length of Service Award. Chief Russell said that this award offers a small pension to volunteers after about 10 years of service. Board Chair Moore would like to have more information on this. Board Member Caldwell would like to know what is our future obligation? Chief Russell will research the specifics and report back to the Board.
- f. Letter of Interest regarding Amador station. Chief Russell asked the Board if they would like to write a letter to Chief Chuchel at CalFire regarding reinstatement of Station 14 as an Amador Station. Chief Russell believes that the fire agencies should all work together as it benefits all. Board Member Miller would like BFPD to look into this. Not only would it benefit the citizens of Burney, but the surrounding communities as well. Board Member Caldwell said she is in favor of Station 14 being year-round, but stated that Burney cannot subsidize the Amador station. Our tax dollars need to remain here in Burney.

On motion by Miller, and second by Valinoti, **authorization is given to Chief Russell to write a Letter of Interest to CalFire to discuss the possibility of an Amador Station. Approved by the following vote:**

Ayes: Moore, Valinoti, Caldwell, Miller
Noes: None
Absent: Taylor
Abstain: None

FUTURE AGENDA ITEMS

Board Policy Manual updates.
American Red Cross MOU regarding mass casualty trailer.
Volunteer Firefighter Length of Service Award.
Presentation by a new ambulance billing company. Board Member Miller will contact them.
Audit presentation by Matson & Isom. Board Member Miller will contact Laura Redwine to provide remaining information required to finish the audit.

FIRE CHIEF’S REPORT

Captain Schechla is doing a great job covering the ambulance shifts. BFPD has had 100 calls in 44 days (average 2.7/day).
We have hired two more paid-call firefighters.
Thirty-six preplans have been completed.
Firefighters Beach and Grannis now have their ambulance licenses.
The Class 3 burn training went very well.
CalFire is conducting an ICS 300 class. We were able to send three of our firefighters to the training.
Maintenance has been completed on Engines 17, 18, and WT 17.

There was a house fire on Tamarack on February 9th (before the Class 3 burn training). BFPD and CalFire responded. The house was 25% involved upon arrival. Very icy conditions prevailed. Fortunately, no one was injured, and no other structures were involved.

BOARD MEMBER REPORTS

Board Chair Moore praised all the agencies that were involved with coordinating the Control 3 Class. It was well done, and a great experience for the fire agencies.

The Board adjourned to Closed Session at 3:45 p.m.

CLOSED SESSION

Personnel - Government Code 54957 - New Fire Chief.

RESULTS OF CLOSED SESSION

The Board reconvened at 4:30 p.m. They will have a Special Meeting on Friday, February 15, 2008 to interview a Fire Chief candidate.

ADJOURNMENT

Chair Moore adjourned the meeting at 4:34 p.m.

Board President

District Secretary, Cindy Cooley

Date: February 13, 2008