

MOSQUITO FIRE PROTECTION DISTRICT

MINUTES

Regular Board of Directors Meeting

Thursday, January 8, 2015

7:00 p.m.

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

1. **Call to Order/Roll Call/Announcement of Quorum.** Roll call as follows: Ken Joseph, Theresa Stuart, Melissa Martini, and Mike Hoffman. Nancy Foley was absent. A quorum was announced. Also in attendance was Secretary, M. Joseph and BC Johns.
2. **Approval of Agenda.** Director Martini motioned to approve, 2nd by Director Stuart. Motion carried unanimously
3. **Approval of Minutes from December 11, 2014.** Director Stuart motioned to approve, 2nd by Director Martini, abstained. Motion carried unanimously.
4. **Public Comment.** The following public was heard: D. Krieger, K. Krieger, D. Rood, S. Johns, C. Persico, T. Harris, K. Purcell, B. Kotaska, S. Johns, K. Guthrie, D. Brady, G. Smith, G. Barritt, T. Stuart.
5. **Fiscal Items:**
 - 5.1 **Approval of Treasurer's Report.** Director Martini motioned to approve, 2nd by Director Hoffman and carried unanimously.
 - 5.2 **Review & Approve Expenditures for 12-18-14.** Director Martini motioned to approve, 2nd by Director Stuart and carried.
Review & Approve Expenditures for 1-2-15. Director Stuart motioned to approve, 2nd by Director Martini and carried unanimously.
6. **Informational Items:**
 - 6.1 **Correspondence and Communications.** The board accepted BC Johns' letter of retirement to be effective January 10, 2015.
Sally Johns inquired as to why only names of those making public comment were entered into the minutes and not their comments. Director Joseph stated that if the public wishes to have their comments entered into public record they are encouraged to comment, in writing, and submit it as correspondence to the board prior to the posted board meeting date.
Sally Johns also inquired as to why BC John's letter of retirement was not included in correspondence and distributed with the board packet. Director Joseph stated that the letter was a personnel issue to be reviewed in closed session and not for public viewing.
BC Johns spoke on his behalf of his retirement.
 - 6.2 **District Status Report.** BC Johns reported on the status of the district.
7. **Agenda Items:**
 - 7.1 **Discuss and Approve Emergency Driving of Equipment by Recently Endorsed Firefighters.** Director Stuart motioned to approve, 2nd by Director Martini and unanimously carried.
 - 7.2 **Committee Recommendation on Chief Screening & Interview Process.** Committee members Stuart and Hoffman reported that there were over 20 applicants for the Chief's position and that the committee has selected six applicants from outside the county to move forward in the Chief selection and interview process.
 - 7.3 **Review and Amend Policy 1-02; District Board & Meetings (FPPC).** Director Martini motioned to approve amending policy 1-02 to include the FPPC Ethics course requirement for district board members. Motion 2nd by Director Stuart and carried unanimously.

8. Director Items: (Informational Only) K. Joseph commended Firefighter Spivey for his successful completion of the First Responder course as well as Firefighter Martini's successful completion of the EMT-1 course. He also announced that Director Stuart and himself will be attending the CCFD meeting on Monday, January 12.

9. Closed Session: Meeting adjourned to closed session @ 8:08 pm.
Applicant screening for the Chief's position – agreed on the following general process. Phone interview by board president to cover:

- Confirm applicant's continued interest in position,
- Date availability for district visit and in person interview
- Discuss candidates availability/timeframe to fill position, if offered
- Description of salary/benefits,
- District overview
- Questions/answers

Director Stuart and Joseph will meet with some of the neighboring District Chiefs to discuss and confirm availability to participate in the selection process. They will then schedule in person interviews with interview panel. They will review the results, selection or identification of next steps.

Retirement of Battalion Chief – Board agreed to the following course of action to ensure coverage of district:

District Captains will meet to discuss coverage commitment and schedules.

Establish schedule for 24x7 On Duty officer coverage

Approve the option for On Duty Officer to receive compensation of \$25/hr during emergency response incident.

The Board approved to have Director Joseph to meet with paid staff to discuss, review and implement alternative staffing model to increase the department's ability to guarantee 2 person minimum response to all incidents.

Closed session adjourned to regular session at 9:35pm.

10. Adjournment: Meeting adjourned at 9:35 pm.

Submitted: _____

Director: _____