

MOSQUITO FIRE PROTECTION DISTRICT
Minutes Regular Meeting, Thursday, May 12, 2016, 7:00 pm
Mosquito Station #75, 8801 Rock Creek Road, Placerville, CA 95667

1. Call to Order 7:00 P.M. Director Stuart

- **Roll Call & Announcement of Quorum**

Present: Directors Stuart, Mikel, Hern, Snyder, Swystun

Also present: Chief Hazlett

- **Approval of Agenda.**

Motion for approval, Director Hern, Second, Director Swystun

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

- **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.

None

- **Approval of Minutes**

- 5.1. Regular Meeting April 14 2016

Motion for approval Director Hern, Second Snyder

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

- 5.2. Budget Workshop April 19, 2016

Motion for approval Director Swystun, Second Mikel

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

6. Fiscal Items:

- 6.1 Approval of Treasurer's Report

Motion for approval Director Hern, Second Swystun

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

- 6.2 Approval of Expenditures for 4-15-2016

Motion for approval: Director Snyder, Second Swystun

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

- 6.3 Approval of Expenditures for 4-25-2016

Motion for approval: Director Swystun, Second Hern

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

- 6.4 Approval of Expenditures for 5-05-2016

Correction for Date should be 5-03-2016

Motion for approval: Director Swystun, Second Snyder

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

7. Informational Items:

7.1 Correspondence & Communication

California Unemployment Insurance Appeals Board
County of El Dorado Secured Tax Roll Request
County of El Dorado 2016-17 Prop 4 Appropriation Limitations
Legal Notification Adoption of CIP 2016-2017 Mt Democrat, May 15, 2016
Legal Notification Appropriations Limitations Mt Democrat, May 15, 2016

7.2 District Status Report Chief Hazlett

PERSONNEL:

Volunteer Fire Fighters: 18, Support Group Members: 30

Training: Training is still going well, averaging 6 volunteer firefighters and 15 support personnel per training. Volunteer FF Bryce Buford is attending the Georgetown Divide Volunteer Firefighter Academy. They have completed wildland training and are schedule to graduate next week on May 18th, 1830 hrs. at Sta 62.

MFPD training will be focusing on the upcoming wildland fire season training and physical requirements. A Volunteer FF Position Task Book has been developed and being implemented.

Part time Administrative Assistant/Board Clerk Michael Hoffman has resigned as of 4/20/16. We wish Michael the best in his new employment and thanks him for his service to the district and the community.

EQUIPMENT:

Command Unit 75: Good condition, Duty Unit 75: Good condition, Utility Unit 75: Fair condition, Engine 75: Good condition. (Annual service), Engine 275: Good condition. (Annual next week), Tender 75: Good condition. (Recent repair), Tender 275: Poor condition. (Recent repair), Pump 75: Fair condition

Due to lack of annual service and potential repairs required for all apparatus, I would like to request funds (\$5000) transferred from 4463 (Equip telephone/radio) to 4160 (Maint. Vehicle). This amount was initially placed in 4463 for replacement VHF radios and they are not required at this time.

INCIDENTS: (3) medical aids, (1) wildland fire, (1) mutual aid, remote rescue. Year to date: 30

INFORMATION:

Orders have been made to fulfill the 2015 VFA 50/50 Grant. The District will be reimbursed \$6167.50 of the \$12335 purchase for wildland fire suppression equipment. MS75 has raised over \$6000 to pay the district's requirement of the grant.

2016 VFA grant application was submitted. Primary focus of the grant request is wildland PPE, equipment and training.

The annual CA OES Salary Survey was updated, signed and submitted. This document provides an avenue to be reimbursed for CA OES requests for mutual aid responses.

The Community Evacuation drill followed by a Fire Safe Community meeting with cooperating agencies and guest speakers scheduled for June 4th, 2016 has been postponed due to a short timeline for participating agency attendance.

Received recent service to the station septic system.

Water Tender Committee met today and is moving forward with specification recommendations. Hosted the Motherlode Century Cycling Event 2016 on April 30th, 2016. Hundreds of riders participated and enjoyed our station as a rest and recover station. Received \$200 donation to the MS75 association.

The district is sponsoring VFF Lisa Hampton to attend the CA SFM Driver Operator 1A & 1B

classes in EDH. FF/EMT's Baker and Purves have completed the course and are now licensed as Class C with FF endorsement to drive the fire apparatus. GEO recently donated a surplus portable water tank and we are making some minor repairs and providing training to our volunteers. A thank you letter is forthcoming. Badge pinning and Oath of Office – Firefighters Daron Baker and Ryan Purves

7.3 MS75A- Mosquito Fire Safe Council
No Report

8. Agenda Items:

8.1 2015-2016 Grand Jury Report for MFPD

Motion from Director Swystun to appoint Directors Hern and Swystun to draft Grand Jury response and report back at the June 9th meeting of the Board of Directors for approval.

Second: Director Snyder

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

8.2 Aid to Fire Request.

Motion from Director Mikel to appoint a committee of Directors Stuart and Snyder to assist with the CCFD. Second: Director Hern

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

8.3 Draft District budget.

Item tabled for June 9 meeting of the Board of Directors

8.4 Administrative Assistant District Board Clerk Provide temporary, contracted clerical assistance to the District and, after exploring alternatives, initiate the process to reach a permanent solution for providing clerical services.

Motion from Director Hern to direct staff to announce the position as a job share opportunity for two separate functions, (1) District Clerk to the Board of Directors and (2) District Administrative Assistant to the chief. Both positions can also be filled by one person. Second: Director Mikel

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

8.5 Brown Act Workshop

Motion from Director Hern to contact District's Legal Counsel to provide a Brown Act Workshop for Directors and the community not to exceed \$850.00. Second from Director Swystun.

Ayes: Directors Stuart, Mikel, Hern, Snyder, Swystun

Nos: 0

9. Director Items: (Informational Only)

10. Adjournment: *Motion to adjourn at 8:55 Director Hern, Second Director Snyder*