

MOSQUITO FIRE PROTECTION DISTRICT

MINUTES

Regular Board of Directors Meeting

Thursday, November 13, 2014

7:00 p.m.

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

1. **Call to Order/Roll Call/Announcement of Quorum.** Meeting called to order at 7pm. In attendance were directors K. Joseph, N. Foley, D. Rood and R. Hern. M. Joseph and BC Johns were also present.
2. **Approval of Agenda.** D. Rood motioned to approve, 2nd by R. Hern. Motion carried.
3. **Approval of Minutes from Oct. 9, 2014.** R. Hern motioned to approve, 2nd by D. Rood. Motion carried.
4. **Public Comment.** The Byte editor requested an article to be submitted in the December issue of the Mosquito Byte by the MFPD. R. Hern advised that BC Johns will write the article. K. Pullin suggested a public outreach system known as “One Call Now”. The system allows our community organizations to communicate by organizing contacts into mail groups. Director Joseph will review the system and Director Foley requested that when ready, the item will appear on a future agenda for discussion.
5. **Fiscal Items:**
 - 5.1 **Approval of Treasurer’s Report.** R. Hern motioned to approve, 2nd by D. Rood and carried.
 - 5.2 **Review & Approve Expenditures for 9-3-14.** R. Hern motioned to approve, 2nd by N. Foley and carried.
Review & Approve Expenditures for 10-15-14. R. Hern motioned to approve, 2nd by N. Foley and carried.
Review & Approve Expenditures for 11-5-14. N. Foley motioned to approve, 2nd by R. Hern and carried.
6. **Informational Items:**
 - 6.1 **Correspondence and Communications.** None offered.
 - 6.2 **District Status Report.** C. Johns reported on staffing, equipment and training for the district.
7. **Agenda Items:**
 - 7.1 **Training Schedule:** BC Johns distributed the training schedule for 2014-2015 explaining that the schedule is flexible to allow for unforeseen circumstances.
 - 7.2 **Policy Search for Training Levels Required for Response.** The Board directed Admin/Capt. Joseph to acquire policies and procedures from surrounding fire districts pertaining to training levels of recruits required to respond to calls for service. These sample policies will be used by Joseph and BC Johns to develop an MFPD policy of the same and presented at the December 13 meeting.
 - 7.3 **Policy Manual Availability and Update Procedure:** The board directed M. Joseph to make available to the staff and public a printed copy of the MFPD policy book. All updates will be developed by the staff and/or volunteers and presented to the board for approval. Upon approval, the administrative assistant will enter the updated policies into the manual and advise staff and volunteers.
 - 7.4 **Update on Chief Search .** Director Foley announced that the advertisement for the open position of Chief has been placed locally and among the western states via “The Daily Dispatch”, an electronic publications that reaches approximately 30,000 readers.

- 7.5 Compensation for Staff and Volunteers during the King Fire.** Director Foley abstained from discussion. Item tabled until sufficient information is gathered.
- 7.6 Revise Policy 3-01-09 Staff FF Job Description.** Director Foley directed M. Joseph to update the policy noting the incorrect wording such as “Seasonal / Temporary” while referring to Staff Firefighter. Changes will be made and the policy updated.
- 8. Director Items: (Informational Only).** Director Rood extended congratulations to the incoming board members.
Director Foley extended gratitude to the outgoing board members for their years of service and commitment to the district.
Director Joseph briefed the board and community on the “Recruitment and Retention Workshop” held in October. Many ideas and opportunities came out of the workshop. Contact has been made with outside organizations who are willing to be fiscal sponsors in re-opening the Firefighter Fund. Director Joseph also asked the newly elected board members to invest some time into thinking of priorities and goals they wish to achieve while serving on the MFPD Board of Directors and share at their first meeting in December 2014. He also asked that they complete the online Ethics course offered through the FPPC.
Director Joseph reported on the Pilot Resident/Dorm Program. He is working with FF’s Langhout and McClendon on the needs and requirements of the program.
- 9. Closed Session:** The regular meeting adjourned to closed session at 8:08 pm.
Personnel –The Board agreed to lift FF Markgraf’s probation with 5% pay increase effective 10/18th. Discussed grievance that was brought to the board and reviewed actions taken to rectify the issue.
Chief Testing Process- Item tabled.
- 10. Adjournment:** 9:33pm