

MOSQUITO FIRE PROTECTION DISTRICT

MINUTES

Regular Board of Directors Meeting

Thursday, October 9, 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 @ 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.** R. Hern motioned to approve with removal of first item of 6.2, Review and approve expenditures for 9-3-14 , 2nd by D. Rood and unanimously carried.
3. **Approval of Minutes from August 14, 2014.** D. Rood motioned to approve with revisions. Residency program proposal was received by FF Langhout and will appear on the October 9th agenda, Item 7.2- District Status Report was received by Battalion Chief – C. Johns. Item 8.4- Approval of 2014-2015 Budget was amended to increase funds for replacing the culvert along the front of the station. Motion was 2nd by R. Hern and carried unanimously. Director's Items: Adding discussion on using reporting software similar to El Dorado County Fire. Director Joseph will provide a copy of the approved budget and a vision of the future of the MFPD to Chief Hardy within a month.
4. **Public Comment.** A request for a Candidate's Night was received. Request was re-directed to the Mosquito Volunteer Fire Assoc. The Board was asked if all paid staff are current First Responders or EMT's and/or on track to becoming EMT's. Director Hern responded that those employees who are not have "paperwork in" to acquire the proper certification or are currently enrolled in a class. BC Johns added that those who do not have certification are utilized to only assist EMT/First Responder personnel on medical aid calls and do not make contact with the patients. A request for the MFPD to communicate via local social media, "Nextdoor", was made. The board agreed with the requirement that communication posted on "Nextdoor" comes directly from a district representative.
5. **Fiscal Items:**
 - 5.1 **Approval of Treasurer's Report** R. Hern motioned to approve, 2nd by D. Rood. Motion carried.
 - 5.2 ~~**Review & Approve Expenditures for 9-3-14**~~ Item removed from the agenda.
Review & Approve Expenditures for 9-13-14. N. Foley motioned to approve, 2nd by R. Hern and unanimously carried.
Review & Approve Expenditures for 10-1-14. R. Hern motioned to approve, 2nd by D. Rood and unanimously carried.
6. **Informational Items:**
 - 6.1 **Correspondence and Communications.** Received and filed.
 - 6.2 **District Status Report:** BC Johns reported that responding equipment is in good to excellent condition and there have been 11 calls in the last month. 15 new pagers have been ordered.
King Fire Briefing: BC Johns reported that the department was fully staffed with firefighter and support personnel throughout the King incident. He thanked the fire and support group staff for their help. Director Foley will work with BC Johns on a full presentation of the King Incident.
7. **Agenda Items:**
 - 7.1 **Review MFPD Resident Program.** Questions and answers were discussed such as appropriate

accommodations for men and women firefighters, level of training of those participating in the program, limits on the number of volunteers using the dorm at one time and scheduling. After review of the written proposal delivered by FF's Dillender and Langhout, Director Hern motioned to accept the proposal of a Dorm/Residency program on a six month trial basis. Motion 2nd by Director Foley and carried unanimously. Director Joseph will sponsor the program and work with Firefighters Dillender and Langhout to make necessary changes and improvements to the proposal during its pilot period. The board may suspend the program at any time.

- 7.2 Residency Requirements for Outside Training by MFPD per Policy 3-01-05.** D. Rood motioned to amend Policy 3-01-05 to include training for a non-resident who is a dedicated member of the Volunteer force as recommended by the Chief and approved by the Board Chair. The motion was 2nd by R. Hern and carried unanimously.
- 7.3 Review Status of Job Announcement for the Position of Chief.** N. Foley updated the web announcement and reached out to the MFPD candidates for input on minimum requirements, pay and hours for the draft job announcement for the position of Chief.
- 8. Director Items: (Informational Only).** Director Foley thanked all those who supported the fire department during the King fire. Director Joseph added that gratitude is extended to outside agencies who participated as well. Director Joseph also stated that the MFPD has three director's terms coming up for election on November 4, 2014. There are four candidates. Director Hern reported that the District will receive approximately \$3,200.00 for use of facilities during the King fire incident. He also reported that the MVFA-Station 75 fund has increased due to donations. The balance is approximately \$3,400.00.
- 9. Closed Session:** The regular meeting adjourned to closed session at 7:45pm. The chief posting will be posted on the MFPD website and other publications focusing on the western US, Administrative Assistant to review/select professional web sites to post to. Contact for candidate inquires will be the chair of the Board. Effective immediately, Director Hern will step down as Interim District Administrator. BC Chris Johns and Administrative Assistant, Mary Joseph will co-manage the department. Chris Johns will manage operations in the bay and Mary Joseph will manage administration. Board voted 3-0 (Director Joseph abstaining) to increase the Out of Class Pay for Secretary/Administrative Aid, Mary Joseph, to \$25.50 per hour effective 10/18/14. There was no specified date for the out of class pay to cease. The increase was an acknowledgment of additional Administrative responsibility that will be assumed by Joseph until a permanent Chief is hired and the additional Operational responsibility assumed on BC Johns' regular days off.
- 10. Adjournment:** Closed Session returned to open session and adjourned at 8:33 pm.