



South Coast Fire Protection District

P.O. Box 334 Gualala, California 95445 (707)884-4700

Minutes from the Board of Directors meeting on November 19, 2020

Location: 39215 Church Street, Gualala, California

1. Call to Order

The meeting was called to order at 6:00pm by Pete Slunaker.

2. Roll Call

Present: Chair Pete Slunaker; Directors Kevin Callanan, Rick O'Neil, Chuckie Sorensen, Flavia de Oliveira

3. Public Expression – 3-minute limit

None.

4. Financial Report

Maureen said that the tax money from the county had not been received yet, but the district should also receive about \$290,000 from strike team money coming from the State. The district had about \$70,000 in payroll last month, which included strike team participation.

Celetano performed the audit, and made some changes to how expenses on the new engine were listed to show more depreciation. He also moved expenses listed as building improvements to building because it becomes an asset rather than an expense.

The district needs to split up their accounts to ensure that the deposited amounts don't exceed the deposit insurance carried by the banking institution. Kevin said he would look into opening an account at Redwood Credit Union (RCU) with the strike team money. That account would be listed as an equipment replacement fund.

Chuckie Sorensen motioned to allow the district to set up an Equipment Replacement Fund at RCU. Flavia de Oliveira seconded the motion. All approved. The motion passed

5. Announcements

Gregg requested a leave of absence for 3 or 4 months. He said his Assistant Chief, Jason Warner, would be the acting chief in the interim. Gregg requested that his salary payments be rolled over to Jason. Kevin argued for an "open-ended" LOA, to allow Gregg as much time as he needed to focus on his needs.

Kevin Callanan motioned to allow Chief Gregg Warner to have a leave-of-absence with a termination date to be determined at Gregg's discretion. Chuckie Sorensen seconded the motion. All approved, the motion passed

6. Approval of Minutes from Last Meeting

Chuckie Sorensen approved the minutes from the last meeting. Kevin Callanan seconded the motion. Ayes (4): Pete Slunaker, Kevin Callanan, Chuckie Sorensen, and Flavia de Oliveira. Abstain (1): Rick O'Neil. The motion passed.

7. New Business—Purchase of new Auto Extrication Tools more Money Needed, Discussion of Apparatus upgrades, Heater for apparatus Bay \$5,000.00, New Accounts for Equipment Replacement Reserve, Movement of Strike Team Money to Equipment Replacement Reserve Account, Need to have more accounts so as to not exceed \$250,000.00 per account, FAIRA Insurance Directors training.

- New Auto-Extrication Tools: The amount of funds that the board approved at the last meeting to purchase auto extrication tools was insufficient. Gregg said a new hydraulic powered system would cost \$38,000, and a battery powered system would cost \$43,000. **Flavia de Oliveira motioned to increase the funding to purchase new auto-extrication tools to \$43,000. Chuckie Sorensen seconded the motion. All approved, the motion passed.**
- Apparatus Upgrades--Engine 7581 is in need of several upgrades and repairs that could cost over \$23,000. The engine is over 20 years old, and Gregg and Jason both believe that it no longer fits the needs of the district. A new type 1 engine would be quite costly. Jason said that he would provide the board with more specifications for what he believed would better serve the district now, and into the future and how much that might cost.
- Heater for Apparatus Bay--Gregg would like to use some of the funds that the district is getting from strike team payments to purchase heaters for the apparatus bay at the main station. That would provide comfort for training exercises as well as community/fundraising events that the district hosts at the station. **Kevin Callanan motioned to approve \$5,000 to purchase a heating unit for the apparatus bay.**
- New Account for Equipment Replacement Reserve—This agenda item was already discussed during the financial report. No further discussion was warranted at this time.
- FAIRA Directors Training—FAIRA has increased the insurance rate for the district by \$7,500 for non-compliance with mandated training. The training on sexual harassment in the workplace needs to be completed by the board members. FAIRA has agreed that the training offered to the firefighters through Target Solutions would meet the compliance standards. Gregg said he would talk to Chris about sending the board members a link to the training modules so they could complete the training on-line and get that set up.

8. Old Business—Update on Website (Flavia), New Elections Chuckie

Flavia has published the new website and uploaded two year's agendas, minutes and budgets onto the new site. There are still portions that need to be worked on, and she is seeking new pictures. She paid for the site out of her own funds to get it started, but will work on transferring the financial responsibilities to the district. She paid for a one-year subscription to the domain name, and three-years subscription to use WIX.com for webhosting to get the discounted rate of \$10.00/month for 36 months.

Chuckie Sorensen and Kevin Callanan were sworn in for their new terms on the board.

9. Chiefs Report

- Call volume is at 241 down from last year's 340.
- Chris Dilks requested to work nights instead of days. The board discussed the issue but determined that she needed to be in the office during regular business hours so that members of the fire company and the public could have access to administrative needs. The board was in consensus that she needed to continue her administrative work during regular business hours.
- Gregg applied for a grant in 2015 for water tanks. The district will receive ten 5,000 gallon tanks, including installation. Gregg wants to install them at Ocean Ridge, and Iversen stations. The project will occur over the next seven to nine months. They will be installed in pea gravel.
- The district ordered the new ropes and some new rope rescue equipment.

- Gregg wants to start a stipend program to boost attendance at calls, and improve maintenance of equipment at the stations. Gregg said he recently terminated Dan Petersen's position of maintaining equipment, and wants to try using this stipend program to fill the departments needs instead. He had Jason explain the program. The department member would commit to working a specified number of hours for a predetermined sum, and respond to all the calls that occurred during that period. Their duties would include specific tasks, including maintenance at the station or on equipment. The schedule would be voluntary, and the participants would commit in advance to cover the days.
- Gregg said he would like to table the discussion on the Timber Cove FPD water tender.
- Gregg is using his trailer to haul away garbage from the addition project.
- Gregg and Hector drove 7562 up to DMV in Fort Bragg to get the registration papers for the engine straightened out. Gregg spoke with the supervisor, and showed her all of the paperwork. She inspected the engine, and examined the paperwork, noting the error that was made on the VIN number. The supervisor said she needed to make some phone calls and later called Gregg back with her findings. Though the department has not received reimbursement for erroneously paying the registration twice, Gregg anticipates receiving reimbursement from DMV after all of the efforts he has made to recover those funds.

10. Closed Session

None.

11. Open Session after Closed Session

None.

12. Adjournment

The meeting was adjourned at 7:20pm, next meeting is on January 21, 2021