



South Coast Fire Protection District

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

Minutes from the Board of Directors meeting on January 21, 2021

Location: 39215 Church Street, Gualala, California

1. Call to Order

The meeting was called to order at 6:02pm 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 Carr went over the financials, highlighting some of the larger payments and fees that had been paid since the last meeting. The sum of \$8,290 was paid to Michael Celentano for completing the audit. The on-line firefighter training program Target Solutions was paid \$3,488. So far, the district has spent over \$17,000 in small tools, but at least a quarter of that amount was spent replacing ropes and rescue equipment. Payments to Life Assist for new medical bags and supplies has reached \$1,725. Payroll for the year is just over \$251,000, and the W-2s have been sent out. The current bank balance is approximately \$320,000.

Jason Warner has been meeting with Maureen to go over the budget and expenses. He was able to identify some errors that had been made which turned out in the districts favor financially. Some invoices to Cal Fire had to be resubmitted, but the payments have not arrived yet so they don't show up in the financial report.

The district is upgrading their Quickbooks program to the 2021 version to replace the 2018 version that is currently in use and will no longer be supported by Quickbooks.

5. Announcements

None.

6. Approval of Minutes from Last Meeting

Flavia de Oliveira motioned to approve the minutes from the November 19, 2020 regular meeting. Kevin Callanan seconded the motion. All approved, the motion passed.

7. New Business—Surplus Equipment

The new rescue should be ready in early February. The old rescue, 7530 will be sold and Jason also wants to sell the old type I engine, 7581, that is stationed on Ocean Ridge. He has worked with a company that sells used fire engines on consignment and suggested that we should investigate that option. The company owned by Ben Kaplan, takes a 10% commission and handles all of the advertising. Pete Slunaker asked Jason to pursue that option for 7530 as well.

8. Old Business—New Rescue Financial Package; Type I Engine Update; Water Tender Purchase; Stipend Program Update; Target Solutions for Directors Update.

The board reviewed the financing packages that Jason had procured and settled on the package from Community Leasing Partners. The board discussed making a \$20,000 down payment on the rescue, with plans to pay it off in 5 years. Jason said that first payment would be due in mid-July.

Kevin Callanan motioned that the District would accept the package from Community Leasing Partners--a division of Community First National Bank. The District would put a \$20,000 down payment on the rescue, with plans to pay off the loan in 5 years. Flavia de Oliveira seconded the motion. All board members approved the motion, the motion passed.

Jason has continued to investigate the cost of building a new type I engine to replace 7581. He also looked into the cost of lightly used engines that might be suitable for our district and updated the board on his findings. He said he would like to table the discussion of the type I for a little bit.

Timber Cove Fire Protection District is selling their water tender for \$20,000. It's a Kenworth truck with a 3,600-gallon tank. Jason thought it could be housed at the main station, and 7591 could go to Ocean Ridge and replace 7581 for the time being. According to Jason and Artie, engine 7581 cannot currently pass a safety inspection, and is not worth the cost of the repairs that are needed.

Flavia's objection to purchasing the tender was that it is over 20 years old and doesn't meet NFPA standards. She also said that the transmission was not like the other apparatus that the department currently runs, and had concerns that the firefighters would not want to drive it. Jason said that it is in good condition and his research found that it would hold its value and was worth more than what Timber Cove was asking for it. He also said that the department currently had nine members that he thought could drive it.

Rick O'Neil motioned to approve \$20,000 to purchase the water tender from Timber Cove Fire Protection District. Kevin seconded the motion. The vote was 4 ayes: Rick O'Neil, Kevin Callanan, Chuckie Sorensen, Pete Slunaker. One nay: Flavia de Oliveira. The motion passed.

Jason said he would like to continue to pursue the stipend program, but needs more time to gather information.

Jason provided the board members with the Target Solutions login instructions so the board members could take the classes that are required by FAIRA. Once the courses are completed and the certificates printed out, Chris Dilks will send them to FAIRA. She will keep track of the courses that will be needed to maintain compliance.

9. Chiefs Report

- Most of the department has received their first Covid-19 vaccine. The department has also been assisting RCMS in delivering the vaccines. They may be using the firehouse bays for future vaccine clinics.
- All the firefighters are getting fit-tested for N95 masks.
- Jason re-submitted two Cal Fire invoices that had not been calculated accurately. The district will gain about \$40,000 between the two invoices.
- The department is working on a data software management system called Image Trend. About 70% of Mendocino county fire departments are using it. It will track their calls, personnel, equipment, and maintenance.
- The heaters will be installed in the engine bays soon.
- The auto extrication equipment that was approved at the last meeting was ordered and should arrive in the next couple of weeks. The total cost came out to \$37,000.
- The firefighters have been working on organizing the new storage space and moving supplies from the engine bays into the storage space.
- Jason is working on a grant for the extractor that will be installed in the storage area.

10. Closed Session

None.

11. Open Session after Closed Session

None.

12. Adjournment

The meeting was adjourned at 6:58pm, next meeting is on March 18, 2021.