

Kelseyville Fire Protection District
Minutes of the regular scheduled meeting of the Board of Directors
Wednesday, August 15, 2018 at 9:00 a.m.

Present: Lauenroth, Traller, Borjon, Bridges and Brookes.

Meeting called to order: 9:00 a.m.

Approval of Agenda: Motion to approve with the removal of Item #7 – New Business County of Lake Agreement made by Chairman Lauenroth. Agenda approved 4/0 (Brookes absent until 9:06).

Minutes of Previous Meeting: Motion to approve made by Director Traller. Minutes approved 3/0. (Brookes and Bridges were both absent from the July 11, 2018 meeting).

Public Comment: None

Correspondence: Thank you letters from David Kennedy and Lake County Office of Education.

Audit of Bills: Motion to approve checks in the amount of \$294,617.06 made by Director Brookes. Payments approved 5/0.

Director's Report: Director Borjon thanked the staff for all they do.

Fire Chief's Report:

- Chief Huggins gave a report on the strike team assignment for the Mendocino Complex Fire. FF Snider, Engineer Tinker, and Captain Dowdy were out for a 21 day assignment. E5531 sustained some damage on the incident. Chief Huggins complimented the staff for all of their extra work during the fires. Highland Springs Park and Konocti Park were closed during the fire. Highland Springs was open as of 8/15 and Konocti remains closed to the public.
- CalFire Dispatchers are being trained to triage EMS calls prior to dispatch.
- Chief Huggins handed out the draft of the County of Lake agreement with the Chief's Association (Community Risk Authority) Chief would like the Board to respond by August 30th with any questions, comments or concerns.

Volunteer/ Professional FF Report:

- Volunteer Traller gave praise to Volunteer Rohner for his dedication as a volunteer. Vice President Helm will work with the Clerk to the Board to arrange a special meeting for the association to meet with the Board to express some concerns they have.

Old Business:

- Discussion of financial committees, Director Bridges would like to request that a committee is formed to review financial transactions. Terry Gross stated that these committees were not mandatory. The board would like to see a budget workshop prior to the budget adoption process and the board agreed that a financial committee would only be necessary for large expenditures or expenditures out of the ordinary.

On Going Business:

- Fire Chief's Evaluation: All evaluations are in and will be discussed by Director Lauenroth and Brookes.
- OSHA Complaint – Personal Protection Equipment (PPE). Phone meeting will be the next step to close out the complaint. PPE training was rescheduled due to the Mendocino Complex fire.

New Business:

- Public Information and Discussion regarding removal of engine from Station 56. Chief Huggins explained in detail the capability of the Squad that was placed in the Riviera during the Mendocino Complex fire.
- Resolution 1819-01 – A resolution to establish a maximum special tax for fiscal year 2018-19. Approved 5/0.
- Resolution 1819-02 – A resolution to approve the Department of Forestry and Fire Protection Agreement and authorize Chief Huggins to sign on behalf of Kelseyville Fire Protection District. Approved 5/0.
- Resolution 1819-03 – A resolution to determine Industrial Safety Disability for Calpers Disability Retirement (Carter). Motion made by Director Brookes. Approved 4/0/1 Abstain – Director Bridges.
- Resolution 1819-04 – A resolution to determine Industrial Safety Disability for Calpers Disability Retirement (Scott). Motion made by Director Brookes. Approved 4/0/1 Abstain – Director Bridges.
- Discussion /Overview of reserves and cash accounts for KFPD, Financial Analyst Drewrey gave an overview of where the districts cash and reserves accounts are and what each reserve account can be used for, how they are used, and what it takes to move money in and out of reserves.
- Adoption of Fiscal Year 2018-19 budgets for Fund 353 & Fund 362. Motion made by Lauenroth. Approved 5/0.

Closed Session: NONE

Meeting Adjourned: 11:00 a.m.

Minutes Submitted by: Kristina Drewrey *Kristina Drewrey*

Minutes Approved by: Paul Lauenroth Paul Lauenroth