

Boulder Creek Fire Protection District  
Minutes of Board of Directors Meeting  
Regular Meeting  
July 14, 2020

- 1.0 Convene Meeting/Roll Call  
The regular meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Fire Chief Mark Bingham at the Boulder Creek Fire Protection District Office via video conferencing on Tuesday, July 14<sup>th</sup> 2020 at 9:00 A.M.. Present were Administrative Assistant Graham, Director Locatelli, Director Currier, Director Presswood, Director Rogers, Fire Chief Bingham. Motion made by Dir. Currier, seconded by Dir. Locatelli, to excuse Dir. Robustelli. Also, present was public member Dave Scruggs.
- 2.0 Additions and Deletions to Agenda:  
Under 7.0 Unfinished Business .02 COVID 19 general update, add c) Spending Authorization for the Fire Chief related to COVID 19. Motion made by Dir. Presswood, seconded by Dir. Currier to accept the addition. Vote was unanimous. Motion carries.
- 3.0 Oral Communications: None
- 4.0 Approval of Minutes of Board Meeting June 9th 2020.  
Motion made by Dir. Presswood, and seconded by Dir Locatelli to approve the minutes. Vote was unanimous. Motion carries.
- 5.0 Approval/Payment of Bills  
Motion made by Dir. Currier and seconded by Dir. Locatelli to approve the current payment of the bill list total amount of \$33,126.46 This included \$20,311.48 in payroll, and \$3,978.44 in bills already paid. Vote was unanimous. Motion carries. Fire Chief Bingham recognized firefighter McCormack for his assistance.
- 6.0 Correspondence  
.01 Thank you card  
Thank you card received thanking the Fire Department for their work at an incident. A donation for the Social Department was received with the thank you card. The Fire Department received recognition from the county EMSIA Chief on how well the Fire Department is taking care of our members and want to implement in other agencies.
- 7.0 Unfinished Business  
.01 Fire Inspection program  
Fire Chief Bingham waiting for a quote from CSG. Tabled for next meeting.  
.02 Covid-19 general update
  - a) Current stats for county  
COVID-19 is seeing a spike in numbers in Santa Cruz County. Death count is unchanged. Operational changes have been implemented as a

result. Contact tracing and testing has been implemented. Temperature checks are being conducted upon arrival and exiting the Fire Station and Office, then immediately placed onto a live google spreadsheet. The temperature checks spreadsheet is HIPPA compliant and only visible to Fire Chief Bingham. Currently, there are 5 positive cases within the Fire Department. All 5 cases have been from off duty activities and not District related. Individuals haven been quarantined. The Fire Station has been sprayed with fogging disinfectant. The fogging disinfectant kills immediately and continues to kill germs and bacteria for 30 days. More education on COVID-19 was recommended to the firefighters by Dir. Presswood.

b) Testing BCFD

Testing for BCFD has been almost completed (1 person remaining to test). Everyone else who has been around the Fire Department has been tested and awaiting results. Only 6 results have been received. Dir. Locatelli and Fire Chief Bingham worked with Boulder Creek Medical and Dignity to allow a \$0 cost for COVID-19 testing. Dominican Hospital cost is still unknown.

c) Spending Authorization to Fire Chief

Motion made by Dir. Locatelli and seconded by Dir. Currier to increase Fire Chief Bingham's District credit card limit to \$25,000 and give Fire Chief Bingham authorization to spend up to \$10,000 in the case of an emergency in response to COVID-19. Vote was unanimous. Motion carries.

- Dir. Rogers recognized Fire Chief Bingham for doing a fantastic job administering this uncharted territory in response to COVID-19.
- Fire Chief Bingham recognized Battalion Chief's Chuck Wise and Gabe Vega for their assistance and help creating operational changes due to COVID-19.

.03 Tablet Command Mobile CAD platform

Fire Chief Bingham presented new Mobile CAD platform to use in the fire engines and command vehicles Ben Lomond Fire, Felton Fire, Santa Cruz City Fire, Watsonville City Fire, Pajaro Valley Fire and County Fire agencies will participate in taking on this new platform. By having the above listed agencies participating, the overall total cost will be \$44,076 with a reimbursed amount of \$31,565.14. Total actual cost to BCFD is \$12,510.86. Other options were researched but this option is the cheapest and best option. With making a joint purchase the each agency will save money. BCFD will be the host of the platform for the first year. Netcom was asked to host but Netcom would then charge BCFD administrative fees in order to host first year.

Motion made by Dir. Locatelli and seconded Dir. Currier to move forward with the purchase of the Tablet Command Mobile CAD Platform pending the following: 1. Signed contracts from each participating agency stating they will pay BCFD within a reasonable period of time after the platform going live; 2. Fire Chief Bingham to create a resolution stating which reserves the funds will be coming from; 3. Hold a special board meeting to approve the resolution created by Fire Chief Bingham. Vote was unanimous. Motion carries.

- 8.0 New Business
  - .01 Grand Jury report  
Reschedule for next meeting when Dir. Robustelli will be present.
  
- 9.0 Chief's Report
  - a. Administration
    - .01 Meetings attended via video conference: County Chiefs, County EMSIA, Fire Prevention Officers Meeting, Netcom Task, SCCFAIG Meeting, BC Rec Meeting to meet BC Rec board members.
    - .02 Received claims reimbursement for our agreement O.E.S. for the second and final pre-position in late 2019 for roughly \$28,000. And now we are whole from the Strike Team pre-position.
    - .03 Hired new Administrative Assistant, Katie Graham.
  - b. Operations
    - .01 PPE: Received trauma/triage kits (small medical kits that go on the person). County Funded and zero cost to BCFD.
    - .02 Constantly updating practices in response to COVID-19.
    - .03 Call Attendance and General Moral: drop in call attendance as a result of positive COVID tests. Response in call attendance has increased as a result of education and additional disinfecting of the fire station. Moral is good, there is a little cautiousness and anxiety due to COVID-19.
    - .04 Strike Team and State Mutal Aid: Fire Chief Bingham pulled BCFD from the strike team list, available resources, and mutual aid assignments due to the drop in call attendance and risk of exposure to COVID-19.
  - c. Maintenance
    - .01 Fire Station: Decontamination fogging with D-7. Ordered more.
    - .02 Office: Office walls to be painted and pictures hung back up once painting is complete.
  - d. Other
    - Reach out to Board Members with a date for Special Meeting to approve Board Resolution of purchasing Tablet Command.
  
- 10.0 Adjournment
  - Meeting was adjourned at 10:57 A.M.

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Rick Rogers, Chairman

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Mark Bingham, Fire Chief