

Boulder Creek Fire Protection District
Minutes of Board of Directors Meeting
June 12th, 2018

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 Chairman Rogers at the Boulder Creek Fire District Office on Tuesday, June 12th, 2018 at 9:00 a.m. Present were Chairman Rogers, Director Currier, Director Locatelli, Director Presswood, Director Robustelli, Chief McClish, and Secretary Vickers.

2.0 Additions and Deletions to Agenda: Add Flag Pole discussion to Unfinished Business under .03.

3.0 Oral Communications: None

4.0 Approval of Minutes of Board Meeting May 8th, 2018 and Minutes for Special Board Meeting May 15th 2018. Motion made by Dir. Presswood and seconded by Dir. Currier to approve minutes of May 8th and May 15th 2018. Vote was unanimous.

5.0 Approval/Payment of Bill

Need to correct bill list and bring back to July meeting for approval. Staff to work on new bill format.

6.0 Correspondence:
None

7.0 Unfinished Business:

.01 Boulder Creek Recreation District Lease

Chief reached out to Boulder Creek Recreation District as directed and was told they did not want to change it. Chief followed up and explained modifications to bring the lease language up to date. The Boulder Creek Recreation District will discuss at their next board meeting if they want to update the language.

.02 Approval of Attachment "D" Notice to County Clerk of Elective Offices to be Filled And Transmittal of Map and Boundaries

Motion made by Dir. Locatelli and seconded by Dir. Currier to approve Attachment "D" Notice to County Clerk of Elective Offices to be Filled And Transmittal of Map and Boundaries. Vote was unanimous.

.03 Flag Pole

Original location of the taller flag pole in front of the office will not work, as flag will be in the tree. Board directed staff to remove old pole and put the new pole in the originally planned spot. Motion made by Dir. Currier and seconded by Dir. Presswood to surplus the old flag pole and dispose of using the District's adopted surplus procedures. Vote was unanimous.

8.0 New Business

.01 Maintenance Workers - Discussion of Current Situation

Cal Fire hired the most current Maintenance Worker. We are currently rotating people through the position for this month, but are short people on some days. Chief suggested offering the job to other volunteer agencies. There was discussion by the board to advertise to the outside and continue to use day workers to fill second spot, along with the possibility of using less experienced volunteers from within or hiring a retired person. The position needs someone with a class B license and training in fire apparatus. Staff was directed to move forward with filling the position.

.02 Fire Station Roof - Proposal and Potential Action

Chief discussed with the board the need to replace roof and wanting to put the project out to bid. The bid will include removal and reinstallation of Solar panels. Motion made by Dir. Locatilli and seconded by Dir. Presswood for Chief to move ahead with the bid process. Vote was unanimous.

.03 Resolution 18-05, Resolution to Adjust 2017-2018 Budget

The Santa Cruz County Auditors office found budgeted expenditures exceeding budget revenues for FY 17/18. Chief recommended to reduce 86209 Mobile Equipment, currently set at \$395,000 by \$309,249 to \$85,721. The District will meet with our auditor for next years budget, to decided where the Measure N money will be placed that makes sense for the County's system and ours. Motion made by Dir. Robustelli and seconded by Dir. Locatelli to accept Resolution 18-05, Resolution to Adjust 2017-2018 Budget. Vote was unanimous.

.04 Fire Chief Performance Review - Distribute Documentation to Board

Chief passed out the Chief performance review packets and will be on July's agenda.

9.0 Chief's Report

a. Administration

.01 Completed new lease agreement with Monterey Business systems for new copy machine. Administrative Secretary Vickers and I received training on new machine.

.02 Completed update of Systems Award Management System (SAM) to be eligible to receive grant funding.

.03 Started preparing RFP for roof replacement.

.04 Notified by county auditors office the 2017-2018 budget was not balanced. Prepared resolution and budget adjustment to correct problem.

.05 Helmet cam/social media policy – No update

b. Operations

.01 Announced promotions to engineer for Jacob Graham and Josh Clark.

.02 BC Wise completed practice agility test for 8 firefighter candidates. Agility test completed May 19th and first interviews completed June 4th

.03 Firefighters Ben Slaughter and John Bridges attended off road driving class in Hollister.

.04 Arranged for and attended Active Shooter training at SLVHS.

c. Maintenance

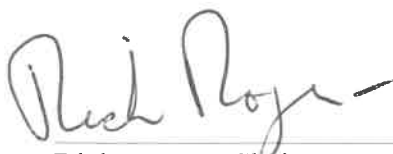
- .01 Colin Fraser accepted seasonal position with Cal Fire. The Maintenance Worker position is now open. For the month of June we will be working off a rotation of personnel. Not all shifts for the month have been filled.
- .02 Obtained bid from Boulder Creek Heating to move air conditioner for improvements to BBQ area.
- .03 Repaired halyard for 2111 24" ladder.
- .04 Station roof and fuel shed roof inspected by Knox Roofing. Both roofs recommended to be replaced.
- .05 Station Electrical Review – No Update

d. Other

- .01 Attended the following meetings – Netcom Task Team & Users, Fire Prevention Officers, County Chiefs & EMSIA.
- .02 Completed defensible space inspections at 155 Boulder Brook, 190 Oak Knoll Final inspection at 102 McPherson Ct. Completed 2 inspections of Brookdale Lodge. The business has completed all inspections for phase 1 and has been approved to open.
- .03 Attended and gave introduction at Basic Firefighter Academy graduation. Firefighters Kyle Todd, Willow Band and Erin Tully graduated from the academy. Attended badge pinning ceremony for Hunter Cole at Monterey Regional Fire District. Attended Fire Chiefs night with the Interns and the Internship graduation. Attended Board of Supervisors meeting celebrating EMS week. Firefighters Josh Clark and Ben Slaughter were acknowledged for their participation evacuating patients away from the north bay fires. Firefighter Ben Slaughter was also recognized for his efforts rescuing an injured firefighter from the Bear Fire. Directors Robustelli and Presswood also attended.
- .04 Attended and was guest speaker at SLV Rotary Club meeting.
- .05 Storage Container – No Update
- .06 Facilities Planning Committee – No Update

10.0 Adjournment

The meeting was adjourned at 10:40am



Rick Rogers, Chairman



Pearl Vickers, Secretary