



BOULDER CREEK FIRE PROTECTION DISTRICT

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Board of Directors
Minutes of the Board of Directors Meeting
Regular Meeting
October 11, 2022

- 1.0 Convene Meeting/Roll Call
 - The Regular Board meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers on October 11, 2022 at 9:00 A.M. Present were Director Currier, Director Locatelli, Director Rogers, Director Robustelli, Director Presswood, Fire Chief Bingham, and admin Aileigh McCormack. Three Public Members were present. Chuck Wise, Dave Scruggs and Bruce Holloway.

- 2.0 Additions and Deletions to Agenda:
 - None

- 3.0 Oral Communications:
 - Santa Cruz County Civil Grand Jury issued a report to BCPFD called “Ready, Aim, Fire” and is investigating the actions that took place.
 - Chief Bingham will gather the information requested by the Civil Grand Jury and bring it back to the board.
 - The Board wants to see Measure N expenditures listed out clearly.
 - We cannot pull specifics on expenditures on Measure N, but we have reached out to the county to hopefully gain access to this.
 - Locatelli wants to be transparent with the public about where exactly the money is going. If it goes into an engine, he wants to see that explained out on the Measure N expenditure sheet. Board wants a timeline on getting this figured out.
 - Chief will give an update on Measure N expenditures in the November board meeting.
 - Bruce Holloway is requesting to receive packets ahead of time of meetings in the future.

- 4.0 Approval of Minutes
 - .01 Regular Meeting September 13th, 2022
 - .02 Special Meeting September 27th, 2022
 - Motion made by Dir. Robustelli to approve the September 13th and September 27th minutes, seconded by Dir. Currier. Vote was unanimous. Motion carries.

- 5.0 Approval/Payment of Bills
 - Motion made by Dir. Locatelli to approve the payment of the bills in the amount of \$35,252.35, seconded by Dir. Currier. Vote was unanimous. Motion carries.

- 6.0 Correspondence
 - None

- 7.0 Unfinished Business

.01 NFIRS Reports

- We have seen a slight increase overall with participation.

.02 Remodel of the Fire Station kitchen

- The BCFD Inc. should have input with the remodel as well since the kitchen is a main focal point for all and used heavily during fundraisers
- We will start with Junior Cortinas doing a CAD drawing for the kitchen.

.03 Generator and Fuel Tank Replacement

- Donlee Pump Company proposed an amount of \$96,724.00 for removal and replacement of 500 gallons for gasoline and 1,500 gallons for diesel.
- Fire Guard says their availability is about 10 weeks out.
- The vendor should be in contact with the county, not Chief for inspections.
- Board wants to move forward with this and get it fixed as soon as possible because of the contamination within the current pumps.
- Motion made by Dir. Locatelli to approve the forward movement on Donlee Pump Company Fire Guard Replacement, seconded by Dir. Currier. Vote was unanimous. Motion carries.
- Chief is to ask if we can skip the deposit and pay when something is delivered or completed.

.04 Resolution to adopt updated policy P-001 Part Time Maintenance Worker

- No changes made to this policy. Only updated the name and date.
- Board does not want to do individual Resolutions to adopt individual updated policies.
- Make one Resolution to approve specific policies at once. And cataloged into one document.
- The Board wants to upload policies onto the website so the public has access to them.

.05 Policy review P-030 Live in Policy

- See Above. One Resolution to adopt multiple policies.

8.0 New Business

.01 Resolution 22-09

- Denies Chief of overtime for the CZU Fire.
- Dir. Rogers will send the original document so Aileigh can change the format to match our Resolutions, update dates and overall cleanup.
- Motion made by Dir. Robustelli to adopt Resolutions 22-07, seconded by Dir. Currier. Vote was unanimous. Motion carries.

.02 Resolution 22-10

- Establishes a restricted account to place the funds into at the County.
- Motion made by Dir. Locatelli to adopt Resolutions 22-08, seconded by Dir. Currier. Vote was unanimous. Motion carries.

.03 Resolution 22-11

- Move those funds from 34400 to 34200 a restricted account at the County.
- Motion made by Dir. Presswood to adopt Resolutions 22-09, seconded by Dir. Locatelli. Vote was unanimous. Motion carries.

.04 Review of the equipment replacement schedule and replacement of the Water Tender

- Supply issues are pushing us out about 900 days for replacement of the Water Tender.

- Committee of Chief, Robustelli and Locatelli to move forward with this and work together.
- First step is to set a date to meet and begin the discussion of purchasing a new Water Tender.
- Update the document provided by Chief and then create a new Equipment Replacement spreadsheet that is easier to read and understand.

.05 District Website and Transparency SB 929

- LAFCO provided a list for items that need to be updated on the website.
- Step one is to assess and see what we are lacking. We may need to seek outside help.
- We have reached out to Dan Dawson, our website host to potentially help us with some of the issues.
- Dir. Rogers suggested a vendor called Civics Plus.
- Dir. Rogers brought up setting up a mailing list through our website so we can easily mail out agendas to the public.
- Bruce Holloway thinks we should update the links to budget, state controller and lafco before we assess the website.
- Bruce Holloway says the 2021 State Controller Form is not compliant- will look into this.

9.0 Chief's Report

Administration

- Meetings attended: County Chiefs, BC CERT (Fire Hall use), County EMSIA (Transport ambulance contract extension), FPO's (Fire Code adoption), NetCom Task, LAFCO /AP Triton Annexation study, Santa Cruz County Civil Grand Jury
- BCFPD Measure N familiarization
- Working with property owners and insurance companies to avoid policy terminations
- Uploading data into the new First Due software system (Going live in October)
- Event coordinating with BC Rec and the BCBA (Fall festival, Halloween, Christmas trees sales and Santa delivery to Christmas tree lighting)
- Meeting with State Assembly Dist 28 candidate Liz Lawler

Operations

- Medical bag and supplies update on all apparatus
- Advanced airway training and implementation onto apparatus
- Widland medical pack training and implementation onto apparatus
- Epinephrine added to all med bags
- Completed 3 weeks of technical rope rescue training (In house instructors)

Maintenance

- Station 1 fuel tank weekly inspection
- 2112 transported to Alameda County Fire shop for repair / Pierce warranty work
- Hunt Equipment inspected our station fuel tank
- Station gutter cleaning
- Station diesel exhaust filters changed

10.0 Adjournment

- Meeting adjourned at 11:40am