



# Nevada County Consolidated Fire District

"Excellence in Emergency Service"

11329 McCourtney Road, Grass Valley, CA 95949

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## BOARD OF DIRECTORS REGULAR MEETING AGENDA

### MEETING PLACE

#### **Station 84**

10135 Coyote Street, Nevada City

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**Thursday, January 21, 2009**

**7:00 p.m. - Open Session**

### NCCFD DIRECTORS

David Hanson, Chairman  
Robert Rhodes, Vice Chairman  
Mark Bass, Treasurer  
Fred Buhler  
Ralph Hitchcock  
John Leonard  
Vacancy

### STAFF

Tim Fike, Chief  
Darlene Bennett, Board Secretary  
Spike Newby, B. C./Operations  
Vern Canon, B. C./Fire Marshal  
David Ray, B. C./Training & Support  
Helen Henthorn, Finance/Office Manager  
Terry McMahan, FPO  
Lisa LaBarbera, HR Administrator  
Nicole Long, Operations Support Specialist  
Jim Curtis, District Counsel

### 1. CALL TO ORDER



7:00 P.M. - Call to order  
Pledge of Allegiance to the Flag  
Introduction of Staff/Guests

### 2. CONSENT CALENDAR

*All matters listed under Item 2, Consent Calendar, are considered to be routine by the Board of Directors and will be enacted by one motion at the appropriate time. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Calendar and will be considered separately.*

- A. Acceptance of Minutes – 12/17/09
- B. Fund Balances and Check History Reports
- C. Treasurer's Report
- D. Fire Marshal's Report
- E. Chief's Recommendation for Employee Merit Increases:
  - One Engineer – From Level 11B, 3-Years to Level 11B 4-Years, \$51,545, effective and retroactive to November 23, 2009 January 1, 2010. and moving from probationary to permanent appointment

3. **OLD BUSINESS**

Discussion and possible action concerning Monthly Follow-up from the January 24, 2009 Board Workshop – 2009 Goals and Committee Reports.

**Standing Committees**

Finance – **Mark Bass, Chair**

Operations – **Dave Hanson, Chair**

Personnel – **Bob Rhodes, Chair**

Public Relations – **Vacancy, Chair**

**Ad Hoc Committees**

Board Policy and Procedures – **Vacancy, Chair**

Endowments – **Fred Buhler, Chair**

4. **NEW BUSINESS**

- A. Discussion and possible action concerning Final Audit Report for FY 2008/2009 from McSweeney & Associates. **Director Bass**
- B. Discussion and possible action concerning December 21, 2009 Letter from Wyatt Howell, President, Nevada County Professional Firefighters Local 3800 regarding participation in the NCCFD Board of Directors Selection Process for Filling Vacancies on the Board. **Chairman Hanson**
- C. Discussion and possible action concerning filling two vacancies on the Board of Directors following the Board Selection Process. **Chairman Hanson**
  - (1) Random drawing of applicants' names to determine interview order.
  - (2) Applicants' presentation and interview
  - (3) Voting by the NCCFD Board of Directors to fill the vacancy.
- D. Discussion and possible action concerning adopting Resolution No. R10-01, Resolution Authorizing Execution of Memoranda of Understanding Regarding Compensation and Benefits with the Classified District Employees. **Chief Fike**
- E. Discussion and possible action concerning Agenda Items for the NCCFD Board of Directors February 20, 2010 Planning Workshop. **Chairman Hanson**

5. **CHIEF'S MONTHLY REPORT**

6. **\*BOARD DISCUSSION**

7. **\*PUBLIC COMMENT ON MATTERS NOT ON AGENDA**

*This is the time for any member of the public to address the Board with any item not on the Agenda. According to the California Government Code 54954, the public may talk about anything within the subject matter jurisdiction of the NCCFD Board, but **the Board generally cannot act on or discuss an item not on the agenda.** However, the Board may “briefly respond” to comments or questions from the members of the public. Please see the rules for public comment at the end of this agenda.*

## 8. DIRECTION TO STAFF & PLANNING FOR NEXT MEETING

➤ Special Meeting –

**Date:** Saturday, February 20, 2009 -Special Meeting/Planning Workshop

**Time:** 7:00 p.m.

**Location:** Station 84, 10135 Coyote Street, Nevada City

*\*\*Reminder – At the August 18, 2006 NCCFD Regular Board Meeting, the Board moved the June Board Meetings to the fourth Thursday for budgeting and administrative purposes. Until decided otherwise by the Board, all other Regular Board Meetings will continue to be held the third Thursday of the month.*

## 9. CLOSED SESSION

## 10. REPORT OUT OF CLOSED SESSION AND ADJOURNMENT



*Items marked with an asterisk (\*) are informational items only. No action may be taken on matters brought up under those agenda items; however, the Board may take action on any other item on the agenda, including, without limitation, expenditure of District funds.*

### ***Access Issues***

In the District's efforts to comply with the requirement of the Title II of the Americans With Disabilities Act of 1990, the Administration requires that any person in need of any type of special equipment, assistance or accommodation(s), in order to communicate at a District public meeting, must inform the District Secretary a minimum of 72 hours prior to the scheduled meeting so that we may make arrangements to accommodate you. Phone (530) 273-3158

### ***Copies***

Copies of the agenda documents relative to an agenda item may be obtained at the Administrative Office, 11329 McCourtney Road, Grass Valley, at a cost of 10 cents per page.

### ***Meeting Announcements***

This Agenda was posted 72 hours in advance of the meeting at the following locations: Nevada County Consolidated Fire District: Administration Office, 11329 McCourtney Road, Grass Valley; Station 84, 10135 Coyote Street, Nevada City; Station 86, 12337 Banner Lava Cap Rd, Nevada City; Station 88, 14518 Highway 49 South, Grass Valley; Station 89, 11833 Tammy Way, Grass Valley. Our e-mail address is [nccfire@nccfire.com](mailto:nccfire@nccfire.com). Our website address is <http://www.nccfire.com>.

### ***Rules Applying to Public Comments (as provided by CA Government Code Section 54954.)***

1. Members of the public wishing to address the Board upon any subject within the jurisdiction of the Nevada County Consolidated Fire District may do so upon receiving recognition from the Chairman at the appropriate time. You may address the Board on any agenda item prior to Board Action. If you wish to address the Board on an item not on the agenda, you may do so during the General Public Comment period. Understand that no action may be taken on an item not on the agenda.

— Where necessary for the orderly operation of the meeting, the Chair may limit public comment during the public comment period or public hearing to no more than five minutes per individual.

*Rules Applying to Public Comments (cont.)*

2. After receiving recognition, please stand and state your name, as all meetings are being taped. Note that stating your name is a voluntary act and is not required.
3. **All documents to be presented to the Board of Directors shall be given to the Secretary of the Board for distribution (original and seven copies) prior to Call of Order of meeting.**
4. Complaints against any individual District employee cannot be brought up in open meeting directly. The District will only consider such a complaint if submitted in writing.