



Nevada County Consolidated Fire District

"Excellence in Emergency Service"

11329 McCourtney Road, Grass Valley, CA 95949

(530) 273-3158 FAX (530) 273-1780

nccfire@nccfire.com

www.nccfire.com

BOARD OF DIRECTORS SPECIAL MEETING & PLANNING WORKSHOP MINUTES

Saturday, February 20, 2010
9:00 a.m. – 1:00 p.m.

PRESENT:

NCCFD DIRECTORS

David Hanson, Chairman
Robert Rhodes, Vice Chairman
Mark Bass, Treasurer
Ralph Hitchcock
Warren Knox
Ron McRoberts

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 Manager
Terry McMahan, FPO
Lisa LaBarbera, HR Administrator

ABSENT:

NCCFD DIRECTORS

John Leonard

STAFF

Nicole Long, Operations Support Specialist
Jim Curtis, District Counsel

STANDING ORDERS

Chairman Hanson called the meeting to order at 9:00 a.m. at Station 84, 10135 Coyote Street, Nevada City, which was the time and place scheduled for the Special Meeting and Workshop. Chairman Hanson welcomed the new directors and the guests in the audience and, after explaining the purpose of the Workshop, invited the audience to participate. He noted that there were a few business items that needed to be handled first and moved the meeting on the Consent Calendar.

CONSENT CALENDAR

- 2A. Acceptance of Minutes – 01/21/10
- 2B. Fund Balances and Check History Reports (Postponed until March)
- 2C. Treasurer's Report
- 2D. Fire Marshal's Report

Continued on next page

CONSENT CALENDAR (cont.)

Items 2B, C, and D were removed from the Consent Calendar due to lack of business for those items. Director Bass moved to accept the Consent Calendar, Item 2A, as presented. Director McRoberts seconded. **MOTION** unanimously carried.

***PUBLIC COMMENT ON MATTERS NOT ON AGENDA**

NONE

*** SPECIAL COMMENDATION PRESENTATION**

Chairman Hanson invited Fred Buhler, who had retired from his position on the Board as of January 31, 2010, to come to the front of the meeting room so that the Board and Staff could properly thank him.

Chairman Hanson stated that Mr. Buhler's involvement began with the former 49er Fire District as a water carrier and then moved on to helping out at the annual Spaghetti Feeds helping in whatever way he could. He then decided he had more talent than that and decided to join the Board of Directors. He was very involved with the discussions and actions leading to consolidation with NCCFD. He played a very important roll as chairman of the board and also came up with the idea of an annual Saturday planning workshop. He had a tremendous impact on the District, and, as a way of thanking him, Chairman Hanson presented to Mr. Buhler, on behalf of the Board and Staff, a plaque commemorating his service on the Board.

Accepting the plaque, Mr. Buhler stated that this just went to show what happens when you start scooping ice cream at a volunteer fire station , and then turned to shake the Boards hands before rejoining the audience.

OLD BUSINESS

COMMITTEE REPORTS

NONE

NEW BUSINESS

5A. DISCUSSION AND POSSIBLE ACTION CONCERNING ANNUAL REVIEW OF BOARD COMMITTEES ASSIGNMENTS, BOTH STANDING AND AD HOC, WITH POSSIBLE CHANGES IN ASSIGNMENTS

Chairman Hanson announced his suggestions for the current vacancies on Standing Committees and for input regarding continued participation in other committees. As a result, the following are the Committee and Local Agency Assignments for 2010. The Ad Hoc Endowments Committee was discontinued, with the understanding that it would be reinstated should future endowments be made to the District.

STANDING COMMITTEES

Finance –
Mark Bass, Chair
Ron McRoberts

Operations –
Dave Hanson, Chair
Ralph Hitchcock
Bob Rhodes

Personnel –
Bob Rhodes, Chair
Ron McRoberts
Ralph Hitchcock

Public Relations –
Warren Knox, Chair
Dave Hanson

NEW BUSINESS (cont.)

5A. ANNUAL REVIEW OF BOARD COMMITTEES ASSIGNMENTS(cont.)

AD HOC COMMITTEES

Policies & Procedures –

Ralph Hitchcock, Chair
John Leonard

LOCAL AGENCY ASSIGNMENTS

Fire District JPA –

John Leonard, Rep.
Mark Bass (Alternate)

There was **NO FURTHER ACTION** on this item.

5B. DISCUSSION AND POSSIBLE ACTION CONCERNING NOMINATIONS FOR LAFCO DISTRICT MEMBER

Chairman Hanson asked if there was anyone interested in being nominated for LAFCo District Member. Seeing there was none, **NO FURTHER ACTION** was taken on this item.

PLANNING WORKSHOP

- 6A.** Overview of Last Year’s Goals & Objectives Completions & Other Achievements
- 6B.** District Overview
- 6C.** Prevention Overview
- 6D.** Training Overview
- 6E.** Budget Projections – 4 Years
- 6F.** CalPERS Projections
- 6G.** JOA Overview
- 6H.** Intern Program Overview
- 6I.** Succession Planning
- 6J.** Overview of Specialized Equipment
- 6K.** Goals for 2010-2011
 - JOA
 - Prep for Amgen Bicycle Race
 - Station 88/CALTRANS
 - Sierra College Training & Use Agreements
 - Grants
 - Budget
 - Fire Safe Council/Fire Prevention Outreach
 - _____
 - _____
 - _____
- 6L.** Good of the Order

Chief Fike was the main presenter the Workshop PowerPoint presentation that followed the outline of topics above. However, all District Staff contributed content to and/or created slides for the presentation and answered questions for their slides as they arose. Captain Menet gave his own oral presentation regarding the Public Education Program.

The entire presentation is posted on the District’s website in PDF format. The PowerPoint Handouts, which condensed the slides on each page with room for notes, were given at the Workshop and are included the Board Minute Binder.

PLANNING WORKSHOP (cont.)

General discussion included ideas for and questions about decreasing expenses and planning for the future given the current and potential economic conditions. Chief Fike reported on the outcome of a meeting with County Administrator Joe Cristofel, adding that the county's projections only go out three years, not five like ours. Therefore, the Budget Projections portion of the presentation used the three year revenue projections and then kept the remaining two years of projections flat, making our projections very conservative.

There were many questions regarding the proposed JOA as much of the information was new to most on the Board. Chief Fike, after explaining the various options that had been considered by the JOA Committee, informed the Board that there was one more meeting which would be to discuss the strategy of selling the JPA idea through a presentation that would be given to all JOA governing board or councils. The presentations are currently scheduled for March 16.

Director Bass asked Engineer Greene when he thought he might outgrow the current facility. Eng. Greene replied that it depended on what would happen with the proposed JPA, but that he would be needing a second person due to CALOSHA requirements.

Although some of the presentation was specifically designed to introduce and inform the new directors about the District, many of the current Directors commented after the presentation on how much they learned from the presentation. Director Rhodes stated that he had never been so proud to be part of an organization after seeing all that the District is involved in.

Chairman Hanson added his thanks to the staff for one of the most informative workshops yet. New Director McRoberts stated that he was overwhelmed at the changes that had taken place in the District since he was last actively involved in 1996. Director Hitchcock added that, even after being on the Board for over thirty years, he too was overwhelmed by what the District has accomplished over that time. New Director Knox added that he was very impressed with the various programs and that the organization allows and encourages individual initiative, which is both unusual and great.

B.C. Newby thank HR Administrator, Lisa LaBarbara, for her homemade refreshments and for the lunch items, for which he invited all to stay and enjoy.

ADJOURNMENT

After the Planning Workshop ended, there was no further Board Discussion or Board action. The next Regular Board Meeting was confirmed for Thursday, March 18, 2010, at 7:00 p.m. at Station 84, 10135 Coyote Street, Nevada City. The meeting and workshop adjourned at 1: 04 p.m.

Attest:

Approved by:

Darlene E. Bennett
District and Board Secretary

David S. Hanson
Chairman of the Board