



Nevada County Consolidated Fire District

"Excellence in Emergency Service"

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BOARD OF DIRECTORS

REGULAR MEETING MINUTES

Thursday, April 15, 2010

7:00 p.m. - Open Session

PRESENT

NCCFD DIRECTORS

Robert Rhodes, Vice Chairman

Mark Bass, Treasurer

Ralph Hitchcock

Warren Knox

John Leonard

Ron McRoberts

STAFF

Tim Fike, Chief

Darlene Bennett, Board Secretary

Spike Newby, B. C./Operations

ABSENT

NCCFD DIRECTORS

David Hanson, Chairman

STAFF

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

STANDING ORDERS

Chairman Hanson was absent. Therefore, Vice Chairman Rhodes, as Acting Chair, called the meeting to order at 7:00 p.m. at Station 84, 10135 Coyote Street, Nevada City, which was the time and place scheduled for the Regular Meeting. Chairman Rhodes welcomed everyone in attendance and then moved the meeting to the Consent Calendar.

CONSENT CALENDAR

- 2A. Acceptance of Minutes – 03/18/2010
- 2B. Fund Balances and Check History Reports
- 2C. Treasurer's Report
- 2D. Fire Marshal's Report

There were no requests to pull any items from the Consent Calendar for discussion. Therefore, Director Bass moved to accept the Consent Calendar as presented. Director McRoberts seconded. **MOTION** unanimously carried.

OLD BUSINESS

3. DISCUSSION AND POSSIBLE ACTION CONCERNING COMMITTEE REPORTS, IF ANY.

Standing Committees

Finance – Mark Bass, Chair

Operations – Dave Hanson, Chair

Personnel – Bob Rhodes, Chair

Public Relations – Warren Knox, Chair

Ad Hoc Committees

Board Policy and Procedures – Ralph Hitchcock, Chair

Director Knox, Public Relations Committee Chair, reported that he had been speaking with FPO McMahan, who is the NCCFD Public Information Officer (PIO), about developing an annual communications plan for the fire service so that can be coordinated with the Fire Safe Council (FSC) to always have something interesting in the press. If designed correctly, it wouldn't be an extra burden to anybody because it would be developed over the entire year rather than having to do something at the last minute. He added that he also talked about the FSC redoing their website and he asked FPO McMahan to make various building codes and regulations available their as an education service for the community.

Director Knox, having been asked for the current financial status of FSC, reported that the council was actually doing better. They currently have a \$100,000 operating fund, but will be losing the Aid to Rural Counties funding over the next two years which has been used to support the FSC. Therefore, the council is considering offering a dues-paid membership program over the next three or four months and hope that people will join for \$35 or \$45 per year. These funds would then be used to support the FSC so they can continue to apply for grant and other funding for their programs.

Director Hitchcock, Board Policy & Procedures Committee Chair, reported that all of the documents that the committee had been updating were forwarded to District Counsel for review. Once the Committee receives the reviewed documents, they will make any suggested changes to the documents before submitting the final drafts to the Board for approval. The Committee anticipates returning to the Board at the June Meeting with the updated documents. Once the Board ratifies Policy & Procedures Manual and the update of the Bylaws, the District will qualify for the 2% discount on their workers compensation premium.

NEW BUSINESS

4A. DISCUSSION AND POSSIBLE ACTION CONCERNING RESOLUTION NO. R10-03, RESOLUTION CALLING GENERAL DISTRICT ELECTION.

There was brief discussion regarding the length of the candidates' statements and the costs associated with the printing of the ballots.

Director McRoberts moved to adopt Resolution No. R10-03, Resolution Calling General District Election. Director Bass seconded. **MOTION** unanimously carried.

4B. DISCUSSION AND POSSIBLE ACTION REGARDING INCREASING THE CREDIT CARD LIMIT FOR THE TRAINING DIVISION AND THE POSSIBLE ADOPTION OF RESOLUTION NO. R10-04, RESOLUTION AUTHORIZING AN INCREASE IN THE CREDIT LIMIT OF THE TRAINING & SUPPORT CREDIT CARD TO \$5,000.

Chief Fike explained that Training classes tend to bunch up at this time of year, before the start of fire season, which often results in the Training Credit Card reaching its maximum limit quickly. Increasing the limit will help Chief Ray keep the process of signing personnel up for classes moving along in a timely manner.

After a brief question and answer discussion, Director McRoberts moved to adopt Resolution No. R10-04, Resolution Authorizing An Increase In The Credit Limit Of The Training & Support Credit Card To \$5,000. Director Leonard seconded. **MOTION** unanimously carried.

4C. DISCUSSION AND POSSIBLE ACTION CONCERNING DISTRICT EMAIL ADDRESSES FOR BOARD MEMBERS.

The history of this issue was recounted and it was reported that there had been no response when an email invitation was set to the directors offering District email addresses. Questions were asked about the reasons for wanting a District address versus using personal ones. However, it was agreed that Chairman Hanson had expressed interest in this issue and that further discussion should wait so that his opinion could be included. With Board concurrence, this item was tabled until the next regular board meeting. There was **NO FURTHER ACTION** on this item.

4D. DISCUSSION AND POSSIBLE ACTION CONCERNING NEVADA COUNTY LAFCO SPECIAL DISTRICT MEMBER ELECTION BALLOT.

A discussion comparing each nominees' letter and/or resume took place with opinions expressed about the qualifications of the candidates and the quality of their letter/resume. Director Knox asked if any of the current representatives were from Truckee, which is affirmative. Director Hitchcock expressed dissatisfaction with Nick Wilcox's submission of just a resume with out any cover letter explaining his interest in LAFCo. The discussion finished with a consensus that the San Juan FPD Director, Ed Beckenbach, would be good on the Board to represent fire districts.

When the discussion finished, Director Knox moved to vote for Ed Beckenbach for the position of Special District Member for the Nevada County LAFCo. Director Hitchcock seconded. **MOTION** unanimously carried.

CHIEF'S MONTHLY REPORT

B.C. Newby elaborated on the item in the Chief's report regarding the recent fatal structure fire. He said that it turned into a training opportunity as there were two interns who were able to take part in the initial search for the victim. Though it was a difficult incident, the interns were fully prepped by the seasoned and experienced firefighters regarding what they might find. He answered questions from the Board regarding critical incident debriefing.

Chief Fike added, to the Turnout Gear Replacement item, the procedure taken to determine replacement needs. An impromptu demonstration of turnout gear was provided for the Board by Engineer Entz. This allowed the Board to ask more detailed questions. Chief Fike concluded

that this topic would be brought up again during the upcoming preliminary budget planning sessions.

Chief Fike reported that he would be at Firescope the following Tuesday and Wednesday in Ventura.

***BOARD DISCUSSION**

Director Hitchcock reported that the JOA Ad Hoc Committee would be making presentations to the Grass Valley City Council at a Special Meeting on April 29 at 1630, then to the Nevada City Council on May 5 at 1830 hours, and lastly to the NCCFD Board at the May 20 Regular Board Meeting.

Director McRoberts asked for an update on the firefighters currently on medical leave. Chief Fike replied that one would be released in thirty days as surgery was not needed. The second would need surgery and would probably be out for a minimum of 3 months. There was nothing new to report regarding the third individual.

Director Bass reminded the Board that about the Beam Center's Kids Safety Day the following Saturday.

Director Leonard asked about the Mobile Command Unit. Chief Fike replied that it has been up and running. However is could not be used for the recent lost snowshoer because it doesn't have any snow chains and there isn't any room in the wheel well to provide for them. B.C. Newby reported that there is some discussion about storing it at GV-ECC instead of NCCFD Station 92, where it is currently stored. He also reported that the ECC has a need to train several personnel in Driver/Operator over the next few months and that they have approached us to possibly provide the training. One of our PCFs, Tony Peard, who is also a dispatcher at ECC is already signed off as a Driver/Operator and has been identified to drive the command vehicle.

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

NONE

ADJOURNMENT

After the last agenda item, there was no further Board Discussion or Board action. The next Regular Board Meeting was confirmed for Thursday, May 20, 2010, at 7:00 p.m. at Station 84, 10135 Coyote Street, Nevada City. The meeting and workshop adjourned at 7:50 p.m.

Attest:

Approved by:

Darlene E. Bennett
District and Board Secretary

Robert J. Rhodes, Vice Chairman and
Acting Chairman of the Board