



# Nevada County Consolidated Fire District

"Excellence in Emergency Service"

11329 McCourtney Road, Grass Valley, CA 95949

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## BOARD OF DIRECTORS SPECIAL MEETING & PLANNING WORKSHOP AGENDA

### MEETING PLACE

#### **Station 84**

10135 Coyote Street, Nevada City

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**Saturday, January 21, 2012**

**9:00 a.m. - Open Session**

### NCCFD DIRECTORS

Warren Knox, Chairman  
Keith Grueneberg, Vice Chairman  
Mark Bass, Treasurer  
David Hanson  
Ralph Hitchcock  
John Leonard  
Bob Rhodes

### STAFF

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

### **SPECIAL MEETING: 9:00 a.m.**

### **STANDING ORDERS:**



9:00 a.m. - Call to order  
Pledge of Allegiance to the Flag  
Corrections and/or deletions to agenda

### **CONSENT CALENDAR**

*These items 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.*

1. Acceptance of Minutes – 11/17/11, 12/01/11, & 12/15/11
2. Fund Balances and Check History Reports
3. Treasurer's Report
4. Fire Prevention Bureau Report
5. Annual Update of Authorized Signatures for Payment Requests

## **\*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. Per CA 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.

## **COMMITTEE REPORTS**

### **STANDING COMMITTEES**

FINANCE: Bass (Chair), Grueneberg, Knox  
OPERATIONS: Hanson (Chair), Grueneberg  
PERSONNEL: Rhodes (Chair), Grueneberg, Hitchcock  
PUBLIC RELATIONS: Knox (Chair), Hanson

### **AD HOC COMMITTEES**

BOARD POLICY AND PROCEDURES: Hitchcock (Chair), Leonard

### **LOCAL AGENCY ASSIGNMENTS**

NEVADA COUNTY FIRE AGENCY (JPA): Leonard (Rep.), Bass (Alt.)

## **OLD BUSINESS**

None

## **NEW BUSINESS**

6. Discussion and possible action concerning Resolution R12-01, Establishing a Memorandum of Understanding, between the Rough and Ready Fire Protection district and the Nevada County Consolidated Fire District, Identifying Jurisdictions Responsible for Matching Funds Associated with the DHS-Assistance to Firefighters Grant Program Award to Purchase Software and Hardware for a multi-jurisdictional Mapping System; and Designating an Agent to Sign the MOU on Behalf of the District. Chief Fike
  
7. Discussion and possible action concerning the Appointment of a Temporary Battalion Chief/Operations Position for a period not to exceed 960 hours, as provided by District Personnel Code Section 3.1.4. Chief Fike *(Note: This position was filled on an emergency basis as provided by District Personnel Code Section 3.1.5.)*

## **Continue Special Meeting Agenda Items after the Close of the Planning Workshop.**

*Planning Workshop begins on next page.*

## **PLANNING WORKSHOP**

### **Envisioning the Future of NCCFD**

- A. Last Year's Goals & Objectives Completions & Other Achievements
- B. Budget Planning for FY 12/13 should the Special Tax Not Pass
- C. Planning for Further Cuts to Personnel
- D. Planning for Community Outreach Campaign
- E. Considering Retirement Plan Changes such as a Two-Tier Retirement Plan
- F. 2012 Goals & Objectives

### **Adjourn Planning Workshop and Return to Special Meeting**

## **DIRECTION TO STAFF & PLANNING FOR NEXT MEETING**

Regular Board Meeting –

**Date:** Thursday, February 16, 2012  
**Time:** 7:00 p.m.  
**Location:** Station 84, 10135 Coyote Street, Nevada City

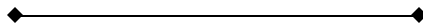
## **CLOSED SESSION**

### **8. Public Employee Matter**

*Pursuant to Government Code Section 54957*

## **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

### ***Board Meeting Schedule***

With the exception of the month of June, all Regular Board Meetings will take place on the third Thursday of the month. For the month of June only, the Regular Board Meeting will take place on the fourth Thursday.

### *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.

### *Board Meeting Notices*

This Regular Meeting 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; and on our website address is <http://www.nccfire.com>. Our e-mail address is [nccfire@nccfire.com](mailto:nccfire@nccfire.com).

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

A. 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.

B. 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.

C. **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 the Call of Order of meeting.**

D. 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.