



**Minutes of the French Camp McKinley
Rural Fire Protection District
Board of Directors**



**Regular Board Meeting on May 18, 2021 at 6:00 pm
310 E. French Camp Road, French Camp, Ca. 95231**

The Regular Meeting of the Board of Directors for the French Camp McKinley Fire District was called to order by, Board Chairperson Nicholson on May 18, 2021, at 6:00P.M. at the French Camp McKinley Fire District Administration

Building; 310 E. French Camp Road, French Camp, CA 95231.

RollCall/Directors

Present: *Mary Nicholson, Larry Lee, Phillip George, Rosemire Zanini and Gloria Murphy*

Directors Absent:

I. TELECONFERENCE:

- A.** Closed to General Public Audience due to Covid-19, Social Distancing practices are enforced.
- B.** Board meetings are not typically by video, however, a teleconference (Zoom meeting) is available upon request. To request a link for a video conference, please e-mail: jmiller@frcfire.com no later than four (4) hours prior to the scheduled meeting.
- C.** COVID-19 protocols are practiced.

II. CALL TO ORDER/ROLL CALL:

May 18, 2021, Regular Board of Directors Meeting was called to order at 6:00 P.M. by Board Chairperson Mary Nicholson.

- A.** Pledge of Allegiance
- B.** Approval of Agenda: Agenda items should be addressed in the published order unless a member of the Board of Directors or a member of the public request a specific item be taken out of order and members of the Board of Directors agrees to do so.
 - o Approval of the Meeting Agenda for the May 18, 2021 Regular Board Meeting presented to the members of the Board of Directors of the French Camp McKinley Fire District at 6:02 P.M. as presented.

Motioned by Director Lee to Approve Meeting Agenda as presented, Seconded by Director George, Motion carried.

C. Approval of Minutes

- o Approval of the Meeting Minutes for March 16, 2021 the Regular Board Meeting presented to the members of the Board of Directors of the French Camp McKinley Fire District at 6:04P.M. as presented.

Motioned by Director George to Approve Meeting Minutes as presented, Seconded by Director Lee Motion carried.

- Approval of the Meeting Minutes for April 7, 2021 the Regular Board Meeting presented to the members of the Board of Directors of the French Camp McKinley Fire District at 6:06P.M. with the following modification (Item 4C; 4 yes votes).

Motioned by Director Lee to Approve Meeting Minutes with the following modification (Item 4C; 4 yes votes). Seconded by Director George Motion carried.

- Approval of the Meeting Minutes for April 20, 2021 the Regular Board Meeting presented to the members of the Board of Directors of the French Camp McKinley Fire District at 6:07P.M. as presented.

Motioned by Director George to Approve Meeting Minutes as presented, Seconded by Director Lee Motion carried.

III. PUBLIC COMMENT:

A. None

B. Director Nicholson would like to encourage the community to join via teleconference. Involvement in the community is essential.

IV. MONTHLY REPORTS:

Different Format Standardized Reports Created

A. Fire Incidents Reports

- At 6:10 P.M. Fire Chief Shipherd and the individuals present at the Regular Meeting of the Board of Directors for the French Camp McKinley Fire District reviewed the Monthly Fire and EMS Report including notable incidents for April 2021.
 - Rescue Medical Surgical Report
 1. Is it possible to get a profile because there is funding for the aging community.
 - i. Establish what the threshold is.
 - ii. Community risk reduction to help a population

B. Response Time Report

- At 6:12 P.M. Fire Chief Shipherd reported on French Camp McKinley Fire District personnel activities, response time and calls for the month of April 2021.

C. Training Report

- At 6:14P.M. Fire Chief Shipherd reported on the training hours, French Camp McKinley Fire District personnel activities for the month of April 2021.
 - Director Nicholson asked “What type of training is being provided?” Chief Shipherd will meet with the Educator.
 - Report given to the Board.

D. Equipment Status

- 11.1 Back from shop, the cost was \$9,300.00 instead or the quoted amount of \$12,000.00.
- 16.2 Hi-Tech waiting on repair.
- Quote for Engine 11-3 \$6,000.00. No auxiliary braking system.
- Replacement Engine- Mountain House paying for the entire engine. French Camp McKinley Fire District will take care of the logistics.

- Note: Reports on file. Board approved new format.

V. OLD BUSINESS:

- A. Legal Update from Neumiller & Beardslee (Moved to closed session)**

VI. NEW BUSINESS/ CONSENT / ACTION ITEMS: (Board of Directors)

- A. Authorize April 2021 Expenditures (Members of the Board of Directors)**

- At 6:56 P.M., member of the Board of Directors approved the authorization of the expenditures for the month of April 2021.
 - Director Lee motioned to approve the expenditures of April 2021 as submitted through observation, Seconded by Director Murphy, with none opposed, Motion carried.

Ayes: Director Nicholson, Director Lee, Director George, Director Zanini, and Director Murphy.

Noes: None

Abstained: None

- B. Approve a 5% salary increase for line personnel in the 21/22 budget.**

- MHCSD has already authorized this for FS 21/22
 - Chief Shpherd would like French Camp McKinley fire district to approve the 5% line personnel
- At 7:10 P.M., members of the Board of Directors approve a 5% salary increase for line personnel in the 21/22 budget
 - Director George motioned to approve a 5% salary increase for line personnel in the 21/22 budget as submitted through observation, Seconded by Director Zanini, with none opposed, Motion carried.

Ayes: Director Nicholson, Director Lee, Director George, Director Zanini, and Director Murphy.

Noes: None

Abstained: None

- C. Approve an amendment to the Assistant Fire Chief contract, (Vehicle Stipend Reimbursement in leu of providing a FD vehicle)**

- At 7:13 P.M., members of the Board of Directors approve an amendment to the Assistant Fire Chief contract, (Vehicle Stipend Reimbursement in leu of providing a FD vehicle)
 - Director Lee motioned to approve a an amendment to the Assistant Fire Chief contract, (Vehicle Stipend Reimbursement in leu of providing a FD vehicle) as submitted through observation, Seconded by Director Murphy, with none opposed, Motion carried.

Ayes: Director Nicholson, Director Lee, Director George, Director Zanini, and Director Murphy.

Noes: None

Abstained: None

VII. BUDGET AND FINANCE:

A. Budget Committee Revenue/Expense Report

- Director Nicholson would like the Board to go over finances to get a clear understanding.
 - Director Lee will Chair
 - Director Lee would like to add Director Zanini to the Finance committee.
- FASIS true up \$80,000.00
- Mountain House owe close to \$500,000.00
- Moving forward at the end of each contract year go over expenses tying them up with Mountain House.
 - Adding an Administrative Fee

VIII. Fire CHIEF COMMENTS / UPDATES:

A. Personnel Update

- (3) New lateral firefighters begin their academy on May 24th and are expected to be online the following week.
 - An officer assessment center was completed on May 5, 2021 followed by the final interviews May 10, 2021. (See attached promotional announcement).
 1. 1 week academy (3) days Mountain house and (2) days French Camp McKinley.
 - i. Logistical person in charge of training using on duty crew and laterals.
 - ii. Basic skill assessment to polish up (refresher)
 - iii. Task book must be completed
- (1) Probationary firefighter remains off on WC.

B. Fire Chief Recruitment Update:

- There was a flier posted online and indeed
- (4) qualified candidates
 - (3) recommended to the board
 - (1) Not recommended
- Interviews with Board is the next step
- Window will remain open and Chief Shepherd will continue promote.
- Determine in July who will take the roll of the fire chief and should be going through background check.

C. Fire Department Operations Overview Presentation

- Presentation will be added to the department's website.
- New directors to be added to the website.

D. Community Involvement

- Outreach for young people
- Board would like firefighters involved in the community and engaged

IX. At 7:47P.M.; CLOSE EXECUTIVE SESSION: (pursuant to Government Code Section 54957)

A. Personnel Issues

X. At 8:27P.M.; OPEN EXECUTIVE SESSION: (pursuant to Government Code Section 54957)

XI. At 8:29 P.M. ADJOURNMENT OF MEETING:

*With no further business being brought before the members of the Board of Directors at this time; the meeting will be adjourned to: **June 15, 2021** Regular Board of Directors Meeting at 6:00 P.M. at the Administration Office of the French Camp McKinley Fire.*

Submitted by,

Reviewed:

Approved

Jonisha Woodward

Jim Miller, Fire Chief

Mary Nicholson, BOD Chair

June 10, 2021