

NEWCASTLE FIRE PROTECTION DISTRICT
January 12, 2012
Regular Board of Directors Meeting Minutes
Castle City Mobile Home Park
1500 Newcastle Rd.
Newcastle, California

Call to Order:

- Chairman Stearns called the NFPD Board of Directors Meeting to order at 6:00 p.m.

Roll Call:

- Chairman Stearns present, Vice- Chairman Lewis present, Secretary Calkins absent, Director Orsolini present, and Director Poore present.

Pledge of Allegiance:

- Chairman Stearns led the Pledge of Allegiance.

Public Comment:

- Resident Bill Fawx stated that he attended a hearing on ABX129 yesterday. Mr. Fawx stated that the new regulation allows for a \$150 per year assessment for all homes located within an SRA (~850K). There is to be a \$35 exemption to those who pay for other fire protection. This regulation is designed to generate ~\$200M annually.
- Resident Michael Leydon stated that he understands that some of the funds collected are to be made available to local fire agencies in the form of grants to be used for fire prevention.

Consent Agenda:

- VC Lewis made a motion to approve the consent agenda with the deletion of minutes from the 11/8/2011 special meeting. This was placed on the agenda in error. Director Poore seconds the motion.
Motion carries.

Old Business:

- Capital Improvement Plan
 - On Hold
- POL-00017 Revision N/C – Executive Officer
 - Clerk, Patrice Metz reported that after some research she has found that most likely the NFPD does not need to develop an “Executive Officer” policy until such time that a full Chief is named. “Executive Officer” policies are mainly geared toward a Chief that is under “contract” to a district and not “at will”. VC Lewis made a motion to remove the “Executive Officer” policy from the agenda until such time as a full Chief is identified. Director Poore seconds the motion.
Motion carries.
- Station 41 Status Update
 - Chairman Stearns Report
 - Greg Baker of the UAIC told Chairman Stearns that the tribe is still committed to making a \$100k donation to help build the new fire station.
 - Mr. Rose is in the process of setting up a meeting with attorney Dave Mackenroth to go over the particulars of the proposed land lease for the new station site. The meeting will include, Mr. Rose, Chairman Stearns, Director Poore, Mr. Irvin and Mr. Mackenroth.
- Project Manager Update
 - Mr. Irvin was not present at the meeting but his monthly report was entered into the record.VC

New Business:

- Election of Board Officers
 - Director Orsolini made a motion to nominate VC Lewis for the Chairperson position. No second was received. Motion dies.
 - Chairman Stearns made a motion to continue this item until the February, 2012 meeting. Director Poore seconds the motion.
 - Chairman Stearns AYE
 - VC Lewis AYE
 - Secretary Calkins ABSENT
 - Director Orsolini AYE
 - Director Poore AYE

Motion carries.

- Resolution #2012-01-12, Uncollectable Mitigation Revenue
 - VC Lewis made a motion to continue this item until February, 2012 as new information may be available to the board for consideration by then. Director Poore seconds the motion.
 - Chairman Stearns AYE
 - VC Lewis AYE
 - Secretary Calkins ABSENT
 - Director Orsolini AYE
 - Director Poore AYE

Motion carries.

- POL-00003 Revision B, Yearly Training Requirements
 - VC Lewis made a motion to accept the policy as written with the following minor change:
 - **QUARTERLY MONITORING OF TRAINING HOURS**
 - At the conclusion of each quarter, the BC and Captains will review the training hours for each employee. If an employee has failed to complete 60 hours of approved and credited training, a written counseling will be conducted by their respective supervisor. The written counseling will not (**CHANGE TO "WILL NOT"**) be counted as a disciplinary action for the purposes of promotion or transfer and will be removed from the individuals training file upon successful completion of the 240 hour requirement.

Director Orsolini seconds the motion.

Motion carries.

Fire Report:



**Battalion Chief's Report
 December, 2011**

Prepared by: BC Love

December Call Volume:	<u>45</u>
Year to Date Call Volume:	<u>506</u>
2010 Call Volume:	<u>512</u>
% Difference from 2010	<u>-1.1%</u>

APPARATUS REPORT:

E-41	IN SERVICE
E-41B	OUT OF SERVICE (*SEE NOTE BELOW)
BR-41	IN SERVICE
BR-41B	IN SERVICE
WT-41	IN SERVICE PENDING DRIVER

**2011 TRAINING RECAP
 PER NFPD POLICY, 240 HRS/YR ARE REQUIRED**

<u>Captains</u>	
Hickok	280 Hours
Kirk	226 Hours (Prorated to 225 required hours due to lost shifts during military service)
Olney	270.5 Hours
<u>Engineers</u>	
Bowers	267.5 Hours
Suman	214 Hours (Prorated to 200 required hours due to approved LOA)
<u>Part Time Firefighters</u>	
Gibson	278 Hours
Oliver	242.5 Hours
Tarn	253.25 Hours
Thyer	262.5 Hours
<u>Resident Firefighters</u>	
Cosby	267 Hours
Elison	Resigned 12/31/11
Haas	62 Hours (Has not been here for a whole year yet)
Hicks	258 Hours
Obutkov	42 Hours (Has not been here for a whole year yet)
Zalutskiy	92.5 Hours (Has not been here for a whole year yet)
Zamani	200 Hours (Prorated to 200 hours due to approved LOA)
<u>Volunteer</u>	
Griffith	Resigned 12/31/11

STAFFING LEVELS (INCL. ADMIN):

Full-Time Employees:	5 (1 is on LOA)	2/0 staffing:	10/31 days = 32.00%
Part-Time Employees	5	3/0 staffing:	20/31 days = 65.00%
Resident Firefighters:	6 (1 is on LOA)	4/0 staffing:	01/31 days = 03.00%
Volunteers:	1	5/0 staffing:	00/31 days = 0.00%

CURRENT PROJECTS:

- A SHIFT:**
 Preparing 2012 training schedule.
 Re-building valves on SCBA bottles.
- B SHIFT:**
 Preparing for 2012 hydrant testing
 Participated in Santa Run
- C SHIFT:**
 Participated in Santa Run
- F/T Engineer Suman is returning from LOA on 1/17/2012. PT FF Oliver is filling in on B shift. Resident FF Zamani is returning from LOA on 2/1/2012.**
***E-41B was put out of service on 1/7/2012 by A shift for the following reasons:**
 Electrical Issues
 Pump packing needs to be re-done (leaks water)
 Bald Tires
 No hose bed cover

- BC Love also reported to the board that there will be some decisions that will need to be made sooner than later regarding the repairing of E-41B. She needs tires badly. This will cost approximately \$1200. BC Love will get the less expensive things repaired first, then come back to the board for approval to buy the new tires.

Director's Reports

- Stearns
 - The raffle Mustang is ready. All proceeds from the ticket sales are being deposited into the "Building Fund" at Wells Fargo Bank. The account is being held by the Firefighter's Association.
- Lewis
 - 41% of the fiscal year has elapsed and we have spent 39% of our budget. We are on the right track.
 - There is currently \$223K in the DEVFEE account. \$50K is committed to paying for E-41. \$150K is available for the new fire station.
- Calkins
 - Absent
- Orsolini
 - None
- Poore
 - None

Announcements:

February 9, 2012 – Board of Directors Regular Meeting, Castle City MHP, 6:00 p.m.

Meeting was adjourned at 6:52 p.m.

Minutes Prepared By:

Minutes Approved By:

Patrice Metz, Clerk

Robert Stearns, Chairman of the Board