

# NEWCASTLE FIRE PROTECTION DISTRICT

**March 18, 2015, 6:00 P.M.**

at 461 Main Street, Newcastle, CA 95658, Newcastle, CA 95658

## MEETING MINUTES

Board Present: Jim Jordan, Chairman  
Eric Sprouse, Vice Chairman  
Jonita Elder, Secretary  
Rocky Robinson, Director  
Robin Enos, Director

### **1. CALL MEETING TO ORDER:**

- (A) Chairman called meeting to order at 6:00 pm. All Board Members Present.
- (B) Chief Higgins in attendance.
- (C) Pledge of Allegiance.

### **2. APPROVAL OF AGENDA:**

- (A) March 18, 2015 Meeting Agenda. After reviewing the posted agenda, Vice Chairman Sprouse moved to approve the agenda as posted; seconded by Director Robinson. Motion carried out unanimously with all Directors present.

### **3. Brown Act Training**

- (A) Presentation by Karen Schwab, Deputy County Council. Interactive Training session on conduct required by “Local Legislative Body” under the Brown Act. The Brown Act is designed for full public disclosure of information. Topics included, but not limited to: meeting types, communication, District meeting notice requirements, District meeting agenda requirements, rights of the public under the Brown Act, closed session Q&A, and violations of the Brown Act.

### **4. APPROVAL OF MINUTES:**

- (A) Vice Chairman Sprouse made the motion to approve the submitted minutes for the board meeting of February 18, 2015 regular meeting; seconded by Director Enos. Motion carried out unanimously with all Directors present.

### **5. BILL APPROVAL:**

- (A) Monthly Expense Report – Month of March, 2015. Spreadsheet presented and reviewed by Chief Higgins and board. Brief discussion and clarification on a few items.

Director Robinson made the motion to approve the monthly expense report as submitted; seconded by Secretary Elder. Motion carried out unanimously with all Directors present.

- (B) Financial Report: Email copy available upon request “[info@newcastlefire.org](mailto:info@newcastlefire.org)”

### **6. CORRESPONDENCE:**

- (A) none

### **7. Newcastle Professional Firefighter Association:**

- (A) No announcements.

**8. PUBLIC COMMENT:**

- (A) Newcastle Elementary School Safety concerns – roadway related issues with congestion and access. Fire access is a potential issue, per Chief Higgins. Residents are having a community meeting this week with these issues as a topic.
- (B) Newcastle community association is organizing a May 17<sup>th</sup> event and invites the District to have a booth. Per Chair Jordan, go through Chief Higgins with events information and providing details.

**9. INFORMATIONAL/NON-ACTION ITEMS:**

- (A) Chief’s Report (By Chief Higgins).
  - Training: month of February = 486.5 personnel hours. Multi-company drills are going well. Prepping for this upcoming fire season.
  - Emergency Response for the month of February - EMS: 21 Auto: 9 Fire: 4 Public Assist: 13. Total of 47 responses.
  - General Information: 1) The Raise I-80 Projects are going well. Next month they will start raising the Horseshoe Bar Road overpass. The business pre-hazard inspections are still moving forward (to be done by end of the year).
- (B) New Fire Station Update
  - Chair Jordan has had email correspondence regarding the real estate. UPRR said they will try to speed up the process, but may be May timeframe before we hear anything back. There are several committees to go through and they have a 90-day possible timeframe. Chair Jordan discussed with Public Relations and asked for her assistance.
  - Dirt issues: there are opportunities, but the District has to wait on any decisions.

**10. ACTION ITEMS:**

- (A) Resolution 2015\_4, authorizing the Placer County Auditor Controller to transfer funds to purchase new Self Contained Breathing Apparatus for the District. Funds to purchase equal \$61,871.10.
  - Resolution read by Chair Jordan which included direction to the Placer County Auditor Controller to transfer funds to the District’s operating budget (Sub Fund 361) for the purchase. Chair Jordan asked for a motion from the Board to bring to a vote. Director Robinson made the motion to bring the resolution to a vote; seconded by Director Sprouse.
  - Roll Call Vote: Director Enos-Aye; Director Robinson-Aye; Vice Chairman Sprouse-Aye; Chairman Jordan-Aye; Secretary Elder-Aye; Vote Carries 5-0 all directors present.

**11. Board of Director Reports:**

- (A) As a follow-up to an article mentioned in the previous meeting regarding funding (172 funds) Chair Jordan will be attending a meeting on 31<sup>st</sup> of this month, and he will share any pertinent information at the next regular meeting.
- (B) Chair Jordan heard comments regarding fire staff performance...he feels Chief Higgins is doing a great job, thinks we have quality staff, and appreciates the work being done to support the community. Agreed by board members.

**Meeting adjourned at 6:51 PM.**

**12. NEXT REGULAR MEETING:** Wednesday, April 15, 2015. Location: 461 Main Street.

Respectfully Submitted,

Gayle Capik, Recording Secretary