

Boulder Creek Fire Protection District  
Minutes of Board of Directors Meeting  
February 15, 2018

1.0 Convene Meeting/Roll Call

The regular meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers at the Boulder Creek Fire District Office on Thursday, February 15<sup>th</sup> 2017 at 9:00 a.m. Present were Chairman Rogers, Director Currier, Director Presswood, Director Robustelli, Director Locatelli and Chief McClish. Also in attendance Battalion Chief Wise and community members Tess Fitzgerald and Dave Scruggs.

2.0 Additions and Deletions to Agenda: None

3.0 Oral Communications: None

4.0 Approval of Minutes for January 9<sup>th</sup>, 2018. Motion made by Dir. Presswood and seconded by Dir. Currier to approve minutes for January 9<sup>th</sup> 2018. Vote was unanimous.

5.0 Approval/Payment of Bill

Motion made by Dir. Robustelli and seconded by Dir. Locatelli to approve the current payment of the bill list in the amount of \$51,668.18. This included \$21,425.72 in payroll, and \$30,242.46 in bills already paid. The vote was unanimous.

6.0 Correspondence

.01 Toys for Tots Newsletter

Tots for Tots newsletter for everyone to read.

.02 Fire Safe Council Presentation

A presentation on the Bear Fire for which Fire Chief McClish is one of the speakers is on 2/28/18.

.03 Thank you letter to Ben Lomond Fire

Letter to Ben Lomond Fire thanking them for the use of their Type 1 engine while ours were being repaired.

7.0 Unfinished Business:

.01 Type 3 Engine Bids

Chief Wise presented information on two bids and companies they were looking at for the Type 3 engine. It was decided to move forward with West Mark company for the current bid of \$400, 500 with an auxiliary pump. Chief Wise will go back to conform details and bring back a bid with all details. Motion made by Dir. Robustelli and seconded by Locatelli for Chief Wise to move forward with West, request a full size drawing and get a total cost including sales tax and any other potential costs. The vote was unanimous.

.02 Policy O-038, Boulder Creek Community Emergency Response Team

Tess Fitzgerald presented information on research she did for the Policy. She contacted retired Chief Newman, from San Luis Obispo, who wrote the policy we

based ours on. She reported on how their CERT team policy. The County OES is who would carry the liability for CERT Team members. The board wants more information about how the county would be liable and what other fire agency's are doing. Chief to talk with other chiefs in the county to see what they are doing, call Rosemary at county OES to see if she has written a CERT policy for the county. The board would also like chief to show an attorney the contract.

.03 Report on Chief's Pay

Presented how Chief was paying back the overage and board all agreed it look good. To ensure this does not happen again the Chiefs pay will be reviewed in July of every budget year.

8.0 New Business

.01 Presentation on Payroll

Presented the board with the times cards from the beginning of the fiscal year, along with a spread sheet showing all the pay dates and the pay periods for which the officers were paid. All agreed the officers are only being paid once. Will use the chart moving forward to use the dates for the future officers pay.

.02 Command Vehicle Quote

Chief Wise has a bid for a new command vehicle of \$49,000 with out upgrading to new radio's and \$66,700 with new radio's. Look into possible Radio grants. Motion made by Dir. Robustelli and seconded by Dir. Presswood to buy the Command vehicle for \$49, 205.81 plus tax using the old radios. The vote was unanimous. Staff was directed to prepare a resolution for the purchase at the next board meeting.

.03 LAFCO-Election for district member on Consolidated Redevelopment District Oversight Board

Motion made by Dir. Robustelli and seconded by Presswood to support D. Hodgin and to offer the alternate position to the runner-up. Vote was unanimous.

.04 Surplus Equipment-(13) pairs of wildland boots, (4) XL rain pants and Stihl saw powerhead.

Motion made by Dir. Robustelli and seconded by Dir. Currier to surplus the boots, rain gear and saw. Vote as unanimous.

.05 Revised Policy O-11, Strike Team Sign Up Sheet for review

The Chief presented a revised policy with changes in requirements for firefighters to respond on strike teams. Motion made by Dir. Locatelli, seconded by Robustelli to approve the revised Policy O-11, Strike Team Sign Up. Vote was unanimous.

9.0 Chief's Report

a. Administration

.01 Ordered 40' flagpole.

.02 Continued working on 11"x17" map books and preplans.

.03 Distributes W-2's and posted OSHA 300 Summary.

.04 Received notice that the title signed over for 2131 was incorrect. Verified through DMV and CHP the unit was never registered. Currently going through

archives to research purchase of 2131 and prepare documentation to register the vehicle.

.05 Renewed lease agreement with San Lorenzo Valley School District for use of the multi purpose room at Redwood Elementary. Completed annual Systems For Awards management system update. Completed full update of Spill Prevention Control and Countermeasure (SPCC) Plan and annual California Environmental Reporting System CERS update.

.06 Received second reimbursement from FEMA in the amount of \$3,780 for February 2017 disaster declaration. Also received \$5,375.04 from Napa County for response to Napa Fires.

.07 Revised Policy O-011. Also completed project of reviewing all policies, due to the office flood, for completeness in binders and on First Class.

.08 Received draft 2016-2017 audit for review.

.09 Cloud 1 completed process of setting up computer maintenance program.

.10 Helmet cam/social media policy – No update

#### b. Operations

.01 2111 and 2110 repaired and back in service.

.02 Firefighters Band, Tully and Todd started Basic Firefighter Academy.

.03 Received new power gurney (\$12,000) purchased with prop 172 funds. Also received 5 Cradlepoint units (\$7,151.24) for WI-FI connectivity for IPAD's. The District paid the full amount with \$3,000 to be reimbursed through Prop 172 funds and \$3,000 reimbursed through ATAA grant funds.

.04 Chief Vega updated materials for the Engineers test. The test has been announced for April 14<sup>th</sup> and we are now accepting applications.

#### c. Maintenance

.01 Repaired women's bathroom toilet in hall.

.02 Rebuilt pump on 2136. Received strobe lights for 2152, which are schedule to be installed this week. Compressor on 2152 out of service.

.03 Station Electrical Review – No Update

#### d. Other

.01 Attended the following meetings – Fire prevention Officers, District Council, EMSIA, County Chiefs, BCFD Officers, Netcom Task team and Netcom Users.

.02 Moved old apparatus bay door to Ben Lomond Training Center to be used during the Basic Firefighter Academy power tool cutting class. Also donated surplus PPV fans to be shared between the Basic Firefighter Academy and the Santa Cruz County Firefighter 1 Academies.

.03 Attended annual Chief's feed. Defensible space inspection 1104 Pilger Rd.

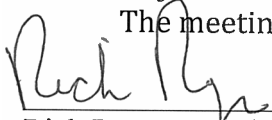
.04 Received \$4,500 donation from Bear Creek Canyon Road Association for our participation with the Bear Fire. (see attached article from Firehouse Magazine)


.05 Storage Container – No Update

.06 Facilities Planning Committee – No Update

#### 10.0 Adjournment

The meeting was adjourned at 11:34am

  
Rick Rogers, Chairman

  
Pearl Vickers, Secretary