

Boulder Creek Fire Protection District  
Minutes of Board of Directors Meeting  
October 22nd, 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 Vice Chair Presswood at the Boulder Creek Fire District Office on Monday, October 22nd 2018 at 9:00 a.m. Present were Vice Chair Presswood, Director Currier, Director Robustelli, Chief McClish, and Secretary Vickers. Director Locatelli was on his way and arrived at 9:19am. Chairman Rogers was absent. Motion made by Dir. Currier and seconded by Dir. Robustelli to approve Dir. Rogers absence as excused. Vote was unanimous.

2.0 Additions and Deletions to Agenda: None

3.0 Oral Communications: None

4.0 Approval of Minutes of Board Meeting September 11<sup>th</sup> & 25<sup>th</sup> 2018.

Motion made by Dir. Robustelli and seconded by Dir. Currier to approve minutes of September 11th 2018 with corrected change. Dir. Presswood abstained. Vote was unanimous. Motion made by Dir. Robustelli and seconded by Dir. Currier to approve minutes of September 25th 2018. Dir. Presswood abstained. Vote was unanimous.

5.0 Approval/Payment of Bill

Motion made by Dir. Currier and seconded by Dir. Robustelli to approve the current payment of the bill list total amount of \$86,463.54. This included \$28,790.67 in payroll, and \$57,672.87 in bills already paid. Vote was unanimous.

6.0 Correspondence

01 Letter from Felton Fire regarding funds for MDC/Connectivity project  
Informational letter explaining the funds coming from a grant for the cradle points.

7.0 Unfinished Business: None

8.0 New Business

.01 Review of Policy P-031, Mentorship Program

Chief presented the mentorship program policy created from an idea brought forth from Firefighter Parker Hill. The idea had positive feed back from Captains. The mentorship program pairs new firefighters with veterans. Policy to be voted on at November board meeting.

9.0 Chief's Report

**Chief's Report September**

**Administration**

.01 Sent Notice of Award and roofing contract to Andy's Roofing Co., Inc.  
Received signed copy of contract back and sent Notice to Proceed.

.02 Completed 2018-2019 draft budget.

.03 Completed and mailed documentation for VFA grant and received approval to purchase.

.04 Helmet cam/social media policy – No update

#### Operations

.01 Firefighters Mitchel Sihler, Tyler Goedeck, Andy Wise, Jacob Clausen & Kurtis Rogers have completed all requirements and are now probationary Firefighters. Firefighter Dan Biagiotti has also returned as a Firefighter. There are now 6 Firefighters living at the station.

#### Maintenance

.01 PTO replaced on 2152, CAFS issue resolved on 2136 and several other smaller repairs completed on apparatus. Annuals started on other engines.

.02 Station Electrical Review – No Update

#### Other

.01 Attended the following meetings – Netcom Users, Basic Firefighter Academy, budget committee & County Chiefs. Also met with supervisor McPherson regarding Measure G.

.02 Completed defensible space inspection for 14150 Hwy. 9 and 265 W. Hilton

.03 Survey of Fire Station completed by Santa Cruz County Elections Department.

.04 Participated in setting up, breaking down and working at the Summer BBQ.

.05 Storage Container – No Update

.06 Facilities Planning Committee – No Update

#### **Chiefs Report October**

##### Administration

.01 2018-2019 budget submitted to SC County and successfully / correctly uploaded to system.

.02 Completed documentation for Assistance for Firefighters Grant. BEN, FEL, ZAT, APT and Central Fire are participating in regional grant for portable radios. Boulder Creek will be host agency for the grant.

.03 Nearly completed Evacuation Zone Information Sheets.

.04 Prepped for annual audit and completed field work with auditor.

.05 Helmet cam/social media policy – No update

##### Operations

.01 Completed TB testing and flu shots for personnel.

##### Maintenance

.01 Completed annuals on 2111 and 2110. Replaced tires on 2166. Repairs made on 2166 center console intermittently not working. Completed several other smaller repairs completed on apparatus.

.02 Scheduled apparatus pump testing for November.

.03 Completed ladder testing on all ladders, completed roof replacement on fire station and generator shed. Kitchen hood system serviced along with annual fire extinguisher service.

.04 Station Electrical Review – No Update

Other

- .01 Attended the following meetings – Fire Prevention Officers, Netcom Task Team (2), District Council & County Chiefs.
- .02 Completed and participated with Fire Prevention Week at BCE and SLE.
- .03 Completed 2 days of Jury Duty.
- .04 Completed underground inspection for Monan Way
- .05 Attended John Bridges badge pinning at Scotts Valley Fire,
- .06 Storage Container – No Update
- .07 Facilities Planning Committee – No Update

10.0 Closed Session

Tabled to the November meeting.

11.0 Adjournment

The meeting was adjourned at 9:20am



Bob Presswood, Vice Chairman



Pearl Vickers, Secretary