

**REDWOOD VALLEY-CALPELLA FIRE DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
October 10, 2019**

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1 CALL TO ORDER

The meeting was called to order by Chairman Tusso at 6:30 p.m.

2 ROLL CALL

DIRECTORS PRESENT

Bleier, Graydon, Rugg, Talso, Tusso

DIRECTORS ABSENT

None

STAFF PRESENT

Chief Dale, Battalion Chief Robinson, Captain Phillips, Giny Chandler, District Counsel and Karyn Abshire, Clerk

#3 PUBLIC EXPRESSION

Chairman Tusso reminded the Board that 2 years ago today we were in the middle of the Redwood Complex FireStorm disaster.

#4 MINUTES

The minutes of the September 12, 2019 were approved as written.

#5 BUDGET REVIEW

a. Budget Report. As of 09/30/19, \$ 390,864.54 has been expended and \$ 176,719.84 in revenue has been received. General Fund balance as of 09/30/19 is \$ 322,129.375 The Equipment Trust Fund Balance as of 09/30/19 is \$ 28,770.09

#6 CHIEFS REPORT

a. Monthly Report.
Report given by Chief Dale

Report of Incidents - The report was accepted as presented.

Chief Dale reported the District has 1 engine (#6270) on a repositioning task force in Lake County. A trial run of the standby generator done, we can run everything in the firehouse with no problem. Old #1 and Engine 6288 went to the Fire Expo in Ukiah. Water Tender 6291 was in the Ukiah High School homecoming parade in Ukiah. The Chief is investigating grants from Cal Fire. There have been quite a few tours of the firehouse given for school students since the beginning of school. The burn ban has been lifted – to the dismay of all fire personnel and fire wise citizens.

#7 VOLUNTEERS REPORT

a. Report given by Chief Dale, Battalion Chief Robinson.
The volunteers experienced a complicated extrication at an auto accident – it was a good training event. The Volunteers have a good attitude toward learning.

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b. Explorers – Per BC Robinson: have 7 participants now and it has been determined that that is maximum number of Explorers they will allow.

#8 COMMITTEE REPORTS

a. Policy & Procedures Committee – Bleier, Rugg – No meeting..

b. Strategic Planning Committee - Graydon, Rugg – No meeting.

c. Budget Committee –Bleier, Talso – No meeting.

#9 DIRECTOR REPORTS

a. Mendocino County Fire Districts Association - Talso

Nothing to report – the meeting will be held next week

b. Other Reports

None

#10 GOOD OF THE DEPARTMENT

None

#11 OLD BUSINESS

a. Ordinance 19-01 Establishing Fees for Service – Second Reading – Adoption – Discussion/Action

Motion made by Director Bleier to waive the second reading of Ordinance 19-01. Seconded by Director Rugg.
Vote on Roll Call: Ayes: Bleier, Graydon, Rugg, Talso, Tuso; Nays: None; Absent: None; Abstain: None

Motion made by Director Bleier to adopt Ordinance 19-01. Seconded by Director Talso

Vote on Roll Call: Ayes: Bleier, Graydon, Rugg, Talso, Tuso; Nays: None; Absent: None; Abstain: None
Ordinance 19-01 Adopted

b. Review and/or Approval of 2019 Strategic Plan – Disucssion/Action

Continued to November meeting

c. District Bylaws/Policy – Discussion/Action

District Counsel Chandler informed the Board that there is no legal requirement to have bylaws, but she highly recommends that there should be bylaws in place.

#12 NEW BUSINESS

b. Review of District Operations Policy Manual/Standard Operations Procedure – Discussion/Action

District Counsel Chandler reviewed the OPM/SOP and had several suggestions of changes/additions that she recommends be made so that it conforms to current law. District Counsel Chandler will provide a memo outlining the changes that should be made.

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a. Fire Code – Discussion/Action

Battalion Chief Robinson recommended that the District adopt a Fire Code which will enable the District to become part of the approval process of County building permits issued for projects in the District. BC Robinson will check with Hans Henneberque with H and S Associates to see when he is available to meet with the Board for a Study Session to discuss the need to adopt a fire code for the District.

c. District of Ballot Measures – Discussion/Action

District Counsel Chandler state that at this time she knows of no prohibition against the District supporting ballot measures, but she will do more research.

#13 CLOSED SESSION

a. None

#14 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 8:20pm

James Tusso, Chairman

Karyn Abshire, Clerk