



## Mosquito Fire Protection District

**Board of Directors Meeting**  
 Thursday, February 13, 2020 – 10 AM  
 Mosquito Fire Station 75  
 8801 Rock Creek Road, Placerville, Ca 95667

### MINUTES

Item	Presenter
<b>1. Call to Order.</b> 10:01 AM	B. Mikel
<b>2. Roll Call &amp; Quorum announced.</b> <i>Present Directors; Taffy Warner, Kathy Pico, Charles Schnell, William Buhnerkempe and Barbara Mikel. We have quorum.</i>	B. Mikel
<b>3. Pledge of Allegiance.</b>	B. Mikel
<b>4. Public Comment</b> Public may address the board on any District related item not included in this agenda. Please limit your comments to no more than 3 minutes in duration. <i>None.</i>	
<b>5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR</b>  The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.	B. Mikel
<b>6. CONSENT CALENDAR</b>  <del>6.1 Minutes of Continuation Board Meeting December 28, 2019</del> <b>6.2</b> Minutes of regular Board Meeting 2020 Jan 9 <del>6.3 Approval of Treasurer's Report 2020 Feb 9</del> <b>6.4</b> Approval of Expenditures; Expenses 2020 Jan 21 <b>6.5</b> Approval of Expenditures; Expenses 2020 Jan 28  <i>Motion to approve consent calendar with modifications; item 6.1 and 6.3 to be removed from the consent calendar and placed in the regular action items,</i>	B. Mikel B. Mikel T. Warner T. Warner T. Warner

*item 6.16 to be placed right before item 6.6 and immediately followed by item 6.1. Items 6.11 and 6.12 removed from the agenda and classified as 'Station Operations and Safety issues' items. Also add Grants Committee to Ad-hoc committee reports, by Director Schnell, second by Director Buhnerkempe. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0*

**- END OF CONSENT CALENDAR ITEMS -**

<p><b>6.3</b> <i>Approval of Treasurer's Report 2020 Feb 9. Motion to approve by Director Pico, second by Director Buhnerkempe. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>T. Warner</p>
<p><b>6.6</b> <i>2019 -2020 Budget Revision. Motion to approve by Director Schnell, second by Director Pico. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>T. Warner</p>
<p><b>6.16</b> <i>Approve or reject Policy 3-01-16 Internal vs External Job Postings. Motion to approve as written by Director Pico, second by Director Warner. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>W. Buhnerkempe</p>
<p><b>6.1</b> <i>Minutes of Continuation Board Meeting December 28, 2019. Motion to approve Minutes of Continuation Board Meeting December 28, 2019 by Director Pico, second by Director Pico, second by Director Warner. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>B. Mikel</p>
<p><b>6.7</b> <i>Chief's Report.</i></p>	<p>E. Dwyer</p>
<p><b>6.8</b> <i>Ad-Hoc committee Reports:</i></p>	
<p><i>* Financial Stability. Report of meeting February 4<sup>th</sup>, 2020</i></p>	<p>T. Warner</p>
<p><i>* Community Risk Reduction. Per Director Pico, nothing to report yet.</i></p>	<p>K. Pico</p>
<p><i>* Emergency Service Provision. Per Director Buhnerkempe, emails have been sent to Chief Dwyer and Assistant Chief Nugent. No external contacts yet.</i></p>	<p>W. Buhnerkempe</p>
<p><i>* Community Engagement. Per Director Mikel, there has been 3 meetings including Trent Williams, the Support Group Coordinator. There's great interest in developing a 'central' community calendar. One location, convenient, for the community to access all events for all entities in the</i></p>	<p>B. Mikel</p>

<p><i>district. This would eliminate conflicts of scheduling.</i></p> <p>* Good Governance. <i>Per Director Schnell, spoke to a few people in the community for ideas. The possibilities for a community center, possibly at the Station were mentioned. The unification of community entities was also brought up.</i></p> <p>* Grants Committee. <i>Per Director Schnell, CSFA is having a program on recruitment and retention event in the Sacramento area.</i></p>	<p>C. Schnell</p> <p>C. Schnell</p>
<p><b><u>Issue Items:</u></b></p> <p><b>6.9</b> Approve or Reject CSFA Protective Equipment Grant. <i>Motion to approve Recommendation in the Issue paper; “Being that we do not have enough PPE to fully outfit our personnel and that some of our personnel are employing equipment on loan from local agencies or equipment that is out of safety dates. That the Mosquito Fire Protection District move forward with the immediate purchase of Personal Protective and Sundry Equipment for the amount of \$25,000 for Turnouts and \$11,560 for a total of \$36,560, submit paperwork for reimbursement to the California Firefighters Association for Structural PPE reimbursement. Submit expenditure reports to FEMA for Sundry Equipment cost reimbursement” with the current budget amount of \$7000. being used and the balance of the funds to be recovered from the CSFA or Fema Grant, and staff is directed to apply asap for the CSFA grant with written verification of eligibility of the Fema Grant, with the oversight of the President and Treasurer prior to issue of Open Purchase Order to be approved. by Director Mikel, second by Director Buhnerkempe. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>E. Dwyer</p>
<p><b>Recess 12:14 PM to 12:29 PM.</b></p>	
<p><b>6.10</b> Approve or Reject formal promotion from interim position of Recruitment and Retention Coordinator to; Recruitment and Retention Coordinator. <i>Motion to approve with the understanding that the position structure as employee or contractor be established, by Director Mikel, second by Director Warner. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>E. Dwyer</p>
<p><del><b>6.11</b> Approve or reject bringing the Drager SCBA's up to NFPA and CAL OSHA standards for 2020.</del></p>	<p>E. Dwyer</p>
<p><del><b>6.12</b> Approve or reject purchase of Oxygen and SCBA cylinder rack station Storage.</del></p>	<p>E. Dwyer</p>

<p><b>6.13</b> Approve or reject New Generator purchase. <i>Motion to bring back two more bids and payment plans by next Board meeting, by Director Schnell, second by Director Mikel. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p> <p><b>6.14</b> Approve or reject, reassignment of 8 Panther SCBAs and bottles along with monetary refund of \$3247.04 to Georgetown Fire Protection District. <i>Motion to approve by Director Schnell, second by Director Warner. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p> <p><b>6.15</b> Approve or Reject revised Fire Chief job description. <i>Motion to approve by Director Pico, second by Director Schnell. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p> <p><b>6.17</b> Approve or reject Committee Meeting Postings. <i>Motion to table by Director Schnell, second by Director Mikel. Ayes: Directors Warner, Pico, Schnell, and Mikel. Noes: 0 Abstain: Director Buhnerkempe</i></p> <p><b>6.18</b> Approve or reject mandatory CPR &amp; First Aid Classes. <i>Motion to approve with removal of word 'mandatory' and add verbiage 'have the chief create a schedule of training' by Director Schnell, second by Director Buhnerkempe. Ayes: Directors Warner, Pico, Schnell, Buhnerkempe, and Mikel. Noes: 0 Abstain: 0</i></p>	<p>E. Dwyer/T. Williams</p> <p>E. Dwyer</p> <p>B. Mikel</p> <p>W. Buhnerkempe</p> <p>W. Buhnerkempe</p>
<p><b>7. Informational items: Correspondence and Communication.</b>  Director Mikel wanted to mention that the MFPD received a painting from the Bayart Academy in Sonoma as a thank you for our assistance at the Kincade Fire. Director Mikel wants it to be added to the website. It is currently displayed in the downstairs kitchen.</p>	<p>B. Mikel</p>
<p><b>8. Adjourn to closed Session. 1:17 PM</b>  Pursuant to Government Code 54957.6, the Board will adjourn to a closed session. Contract Renewal of the Fire Chief, Edward Dwyer.</p>	<p>B. Mikel</p>
<p><b>9. Return to open session and report. 1:48 PM</b>  <i>The Board has decided it will not exercise the renewal of the current chiefs' contract. They will open the application process for the new chief. Chief Dwyer is invited to return and apply for the new position.</i></p>	<p>B. Mikel</p>
<p><b>10. Director's Comments. None.</b></p>	
<p><b>11. Adjourn . 1:50 PM</b></p>	