

MOSQUITO FIRE PROTECTION DISTRICT

MINUTES

Regular Board of Directors Meeting

Thursday, December 11, 2014

7:00 p.m.

Mosquito Station #75, 8801 Rock Creek Road, Placerville, CA 95667

1. **Call to Order/Roll Call/Announcement of Quorum.** Roll call as follows: Ken Joseph, Nancy Foley, Theresa Stuart, Melissa Martini, and Mike Hoffman. A quorum was announced. Also in attendance was Secretary, M. Joseph and BC Johns.
2. **Election of Officers:** The board nominated and unanimously elected the following officers and their positions.
Ken Joseph President.
Nancy Foley Vice President
Theresa Stuart Treasurer
3. **Approval of Agenda.** Director Foley motioned to approve, 2nd by Director Martini. Motion carried.
4. **Approval of Minutes from November 13, 2014.** Director Foley motioned to approve as amended, 2nd by Director Joseph. Hoffman, Stuart and Martini abstained. Motion carried unanimously.
5. **Public Comment.** The following public was heard: D. Krieger, K. Krieger, D. Rood, S. Johns, B. Mikel, B. Wren, K. Pullin, J. Pullin, and C. Persico.
6. **Fiscal Items:**
 - 6.1 **Approval of Treasurer's Report.** Director Foley motioned to approve, 2nd by Director Martini and carried.
 - 6.2 **Review & Approve Expenditures for 11-29-14.** Director Martini motioned to approve, 2nd by Director Foley and carried.
7. **Informational Items:**
 - 7.1 **Correspondence and Communications.** None offered.
 - 7.2 **District Status Report.** BC Johns reported on the status of the district. Director Foley added that the installation of a surveillance system be made priority.
8. **Agenda Items:**
 - 8.1 **Update Signature Card on Schools Financial Credit Union Account.** Director Martini motioned to have Director Stuart replace outgoing Director, D. Rood on the signature card Schools Financial Credit Union. Motion 2nd by Director Hoffman and carried.
 - 8.2 **Review Cal Fire Invoicing for King Fire.** M. Joseph will amend the King Fire shift tickets, adding two additional firefighters and submit to CalFire for payment.
 - 8.2 **Review Training Levels Required for Response.** M. Joseph presented a training program that will result in advancing recruits up to the level of Volunteer Firefighter where they can safely respond to emergency calls in the district. The program is approximately six months. Director Foley requested that the training program be expanded to include training that will occur from the sixth month to one year.
 - 8.3 **Review and Amend Pilot Resident Program.** As the sponsor of the program, Director Joseph requested that there be a co-sponsor for the program. Director Martini agreed to be the co-sponsor.
 - 8.4 **Review and Amend Policy 3-03-02 Disciplinary Procedures.** Director Stuart motioned to extend the staff firefighter probationary period as noted in the policy from six months to one year. Motion was 2nd by Director Foley and carried.
 - 8.5 **Review and Amend Policy 3-06-01 Employee Definitions.** Director Stuart motioned to extend the staff firefighter probationary period as noted in the policy from six months to one year. Motion was 2nd by Director Martini.
 - 8.6 **Discuss and Develop Chief Interview Process.** The board formed a committee to be co-chaired by Directors Stuart and Hoffman, two community members at large, one member from SCPOA and one member from the MVFA with the option of reaching out to outside fire personnel for their knowledge and familiarity of the position. Community members the interview process. The committee will present their recommendations to the board of directors at the January MFPD meeting.

8.7 Discuss & Modify Station/District Coverage Model. Director Joseph presented a staffing model which addresses excessive station coverage on two days of the week and recommended adjusting the schedule to conform to the district that the fund savings to towards Duty Officer /On Call pay.
Director Martini recommended evaluating the work load during those days where four staff members are on duty to determine staffing needs. Director Joseph has tasked each staff member to complete weekly status reports for a working personnel file. No action was taken.

9. Director Items: (Informational Only) Association meeting and reported on upcoming training opportunities.
Pullin and she will provide more information, such as cost, when available.

10. Closed Session: Personnel. Regular session adjourned at 8:30pm to Closed Session.
The board reviewed six month probation. Board voted to approve lifting his probation with the expectation that he successfully completes First Responder by March 2015.
The board reviewed Battalion Chief's Temporary employment contract. No action taken
Closed session adjourned to regular session 9:34pm.

11. Adjournment: Meeting adjourned at 9:35 pm.

Submitted: _____

Director: _____