



# Weaverville Fire District

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## MINUTES WEAVERVILLE FIRE PROTECTION DISTRICT

Regular Meeting – December 6, 2016

- I. CALL TO ORDER:** The Regular Meeting of the Weaverville Fire Protection District was called to order by Chairman, Bill Britton at 1002 hours. Commissioners present: George Owen, Arden Potter, and Larry Helsley. Commissioners absent Mike Williams. Others present: Assistant Chief Todd Corbett, Trinity Co Life Support representatives Captain Scott Alvord and Kathy Ratliff, and Accounting Clerk Serena Brown.

**Amendment to Agenda (Gov. Code section 54954.2(b):** Added Elections to Action Items

**II. CONSENT AGENDA**

- a. Approve Regular Meeting Minutes November 1, 2016
- b. Approve Special Meeting Minutes November 15, 2016
- c. Approve Warrant List and Journal Entries

**MSC -** Helsley and Potter to approve the consent agenda as presented

**III. CLOSED SESSION (Gov. code section 54957):**

- a. **Discussion regarding the hiring of a new Fire Chief/Marshal.** – Prior to entering Closed Session Assistant Chief Todd Corbett expressed his interest in becoming an employee of the District, as the next Fire Chief. A letter of support from the Volunteers regarding Assistant Chief Corbett's interest was presented to the Board.

**Entered into at 1015 hours**

**Returned from at 1055 hours**

**Report:** Upon returning to open session the Board reported that they would like the Contract Committee to meet and discuss the selection process for hiring a new Fire Chief.

**IV. ACTION ITEMS:**

- a. **Nominations/Election of Chairperson -** MSC Potter/Helsley nominate/elect George Owens as the Chairperson for 2017
- b. **Nomination/Election of Vice Chairperson –** MSC Owens/Potter nominate/elect Larry Helsley as Vice-Chairperson for 2017
- c. **Discussion/Action on presentation by Trinity County Life Support -**Collaboration between the District and Trinity County Life Support (TCLS). Kathy Ratliff and Scott Alvord presented information to the Board about the Ground Emergency Medical Transportation Supplemental Reimbursement Program. This program allows for funding to governmental entities that provide transport services to Medi-Cal

beneficiaries. The District may be able to provide a service to TCLS that would allow TCLS to be more fiscally solvent.

MSC Potter/Helsley to explore the feasibility of the District providing the service.

MSC George/Potter that we form an Ad Hoc Committee to manage the process. Helsley and Potter volunteered to be on the committee with TCLS representatives and the meeting date is TBA.

**V. DEPARTMENT AND BUSINESS REPORTS**

- a. Hazardous Reduction Progress Report – Joe Morrell and Jon Gier have started burning some piles at the Oil Fire School and looking for projects that need to be worked on. We are working on submitting reimbursement for July work.
- b. Fire Chief's Report: There was an open dialog between Assistant Chief Todd Corbett and the Commissioners regarding what is expected during the Fire Chief hiring process. The Board stated that they would like focus on the operations of the Department, and to only working on projects that MUST get done. Todd accepted the Interim Chief position and submitted a written 'Chief's reported.' See attached.
- c. Fire Department Report: Included in the written 'Chief's report.' The Board thanked Todd for his work.
- d. Sleeper Program Report: No report
- e. Committee Reports
  - i. Recruitment Committee: (Britton, Helsley, Corbett) No report
  - ii. Collections Committee: (Owen, S. Brown) Reminder needs to be given to the Volunteers that out-of-district calls get billed.
  - iii. Contract Committee: (Williams, S. Brown) No report. Meeting coming up
  - iv. Budget/Financial Committee: (Helsley, Potter, Kormeier, S. Brown) No report. Meeting to come
  - v. Policy Committee: (Williams, Britton, S. Brown) Meeting to be held after the first of the year.
- f. Director Reports: The Board reiterated their appreciation to Todd Corbett, Scott Alvord and Serena Brown for work done during the absence of a paid Fire Chief.

**VI. PUBLIC COMMENT:** Dinner meeting is the first Wednesday of every month and Scott reminded the commissioners that they are always invited.

**VII. CORRESPONDENCE:** None

**VIII. ADJOURNMENT:** There being no further business, the meeting was adjourned at 1210hours.



Bill Britton, Chairman

Serena Brown, Accounting Clerk

## Board meeting December 6<sup>th</sup> 2016

**Prevention:** Mill inspection first part of January. Dollar general Follow Up. Museum preplan complete. Had a meeting with Assistant chief of probation, Tim Rogers. Reviewed the Juvenile Halls Safety Plan.

**Training:** December Training calendar is posted. Hazmat FRO refresher is complete. Met with the sanitary district manager and did a review of the facility. Upcoming auto extrication class in December. We have a truck that was donated by a citizen of Weaverville. I have been working with Douglas City Garage to dispose of vehicle after training. First of year FRO to EMR transition class scheduled (24 hours long).

**Equipment/Building:** Talked with Fred Maddox to confirm on vehicle servicing. He has us scheduled. Fred also replaced the master cylinder on C-2101 (Ford Expedition). Keyless entry door handle has been installed on side entrance to apparatus bay. Building generator was exercised and reset to run once a week on Sundays. Monthly engine checks complete. Found and exhaust leak in E-2131. Will schedule with Fred Maddox to repair. Commissioner Owens also informed me that Fred would be doing the majority of the work on the new chief's rig. I will help where ever he needs. Six River Communication's was here to work on the radios on T-21, E-2112, and B-2103.

**Personnel/Department:** We currently have 22 active volunteers that have responded to 464 calls to date. I spoke with some volunteers on our roster that haven't been very active lately and they all have agreed to become recommitted after the first of the year. We have 3 new Explorer applications that will be at the dinner meeting this month. FF Jon Gier and I have been talking about plans to start going up to the high school at lunch time and any upcoming career days to start trying to recruit new explorers.

**Hazard reduction program:** With the help of Serena, Jon Gier, and Joe Morrel the hazard reduction work has restarted. I have met with Jon and Joe and we have a game plan to get more work coming in. We have the oil fire school to do and Serena also mention some work at Lee Fong park that we could also do. Joe and Jon have started going through the equipment and will have Dave's small engine service all the power tools used by the program.