

**ALBION LITTLE RIVER FIRE PROTECTION DISTRICT
BUSINESS MEETING MINUTES
THURSDAY, November 14, 2013 – 7:00 P.M.**

Station 810, 33900 West Street (behind Albion Grocery Store), Albion, CA.

7:03 p.m.

1. **Fire department operations meeting**
 - **Roll call**
Board: Matheson, Levine, Riley, Canclini, Roat
Firefighters: Williams, Roat, Levine, Anderson, Pennebaker, Rees, Steve & Debbi
Wolfe, Placido, Goforth, Issel, Citlali, Oakley
Guests: Sara Spring, Shirley Holloway, And Craig Hathaway
 - **Chief's Report:** See attached.
 - **Review and discussion of chief's report.** Reviewed & discussed in great detail several items.
 - **Other fire department business**
 - Chief recommended that the donation from The Grange (Navarro Ridge) be used to buy a water tank to be located there.
 - Taco Stand is on hold until Debbie goes to Santa Rosa, going forward with getting a multi-event permit for 2014. Need more signage discussion on ways to do this. Discussion on what the money from taco stand should be used for.
 - Community meeting was well attended; there was a discussion on what was discussed. There will be a future meeting at The Woods.
 - ALRFPD won the bid for the Jet Ski's from Mendocino Fire; Ed O'Brien will contact Rich regarding transfer. Will add to insurance after transfer.
 - Discussion on CAFS Compressor return and where to store.
 - EMT class at Mendo Fire 160 hrs. Sam will be doing recent class but only wants people that already have their card.
 - Discussion on needing more Class B drivers, going the commercial route is better right now, waiting on county to approve Oakley.
 - 8181in shop
 - Purchasing 5 (O2) tanks instead of continuing to rent
 - Purchased a few cases of fuel for saws; discussion on how it works and where it will be stored.
 - Injury and Heat Programs presented will be on next month's agenda
 - Auxiliary will be doing a dinner/Christmas party at Station 810 on Dec. 8th
 - Discussion on sale of Equipment
 - Discussion on storage of AED and other vital equipment
 - Discussion on placing new Forest truck on Navarro, 8131 @ 810. Truck will not fit at Navarro so that needs to be addressed. Joe is taking charge of this.
 - Discussion on reaching out to people on calls and how to get feedback.
 - SCBA was discussed
 - **Adjournment**

7:55 p.m.

2. **Board of Directors meeting.**
 - a. **Call to order** with a quorum present by President Rich Riley with board members Matheson, Roat, Levine, & Canclini present.
 - b. **Approval of agenda**
3. **Approval of minutes.** Regular Business Meeting October 10th 2013, and Special Emergency Meeting October 16th 2013 approved 5-0 in favor.

(PALOE)

4. **Public Comment:** Issel made a comment regarding keeping young members and attracting new younger members. Goforth mentioned about motivation of people and mentors. Riley expressed this is on the operational side of the District.
5. **Financial Report:** Current financial statements for the district were presented.
6. **Items for Board Consideration and possible action:**
 - a. **Jet Ski Purchased from Mendo Fire:** 2 jet skis and a trailer were purchased from Mendo fire and will be picked up ASAP. Purchase price was \$7660
 - b. **Budget Amendment:** Budget items 86-1014 Benefits and Budget Item 86-2250 Transportation & Travel.
 - c. **Truck Signage:** Ted feels that the truck should say "Purchased donation money" Mike Issel reported that Rick Saks of The Sign Shop will do the work for the cost of the materials. He has offered to do the design work pro bono. He will try and capture the bridge design as much as possible. Discussion on type of application and new Forest Service truck signage. It was decided to see new tender first then decide.
Matheson moved that up to \$1000 be approved from 81-2120 for signage and design on new tender. Approved 5 to 0
 - d. **T-shirt review:** Discussion on the T-shirt design from Epic Graphics and how many to get and if it should be vinyl or dying for the design. There was also discussion on how many to purchase. Ted recommended dying and that 72 shirts be ordered for \$1536.00
Matheson moved for the purchase of 72 shirts for up to \$1600 from 86-2050.
Approved 5 to 0. (Jeff will be in charge of getting everyone's size.)
 - e. **Stipend:** Discussion on changing the way the stipend is distributed. After much discussion it was decided that the current policy would stay in place and that the budget category would be changed so that it is a reimbursement of expenses and not a stipend that would be taxable. Ted will go thru call logs and trainings and then he and Sara will meet to form the list for Board approval. The 2013 checks will be issued in January of 2014. Going forward the checks will be issued quarterly. **See Item b. above**
7. **Correspondence:** Discussion on Ambulance Service and EOA in the county.
8. **Committee Reports:**
 - a. **Grants:** - No report, Calls still being entered to meet regulations.
 - b. **SCBA Project:** Status of refill station on Unit 8132 – not in shop yet. Burton's to notify when ready.
 - c. **Status of National Fire Incident Reporting System:** still a work in progress-see Sam
9. **Director's Discussion:** Individual Board members may discuss topics of concern to the District.
 - a. **New Fire House:** Levine and Riley met with Welty and have a bid for the foundation in the amount of \$63,000. Suggested to discuss with Jeff Wall for bid. Levine will talk to Westin to see if they can use the full slab. Matheson pointed out that this will deplete reserves. After further discussion Levine moved that the permit for the slab be started with the cost of the permit being up to \$5000 and that money will come from Building Fund. Approved 5-0
 - b. **Fund Raising:** Riley thanked Debbie for all of her work. The feeling is the community wants to help. A committee is needed.
10. **Next Meeting: Thursday, December 12, 2013, 7:00 p.m.**
11. **Adjournment: 9:34pm**

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 MINUTES
 R. RILEY