



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors

Minutes of the Regular Meeting

July 20, 2021

1.0: CALL TO ORDER:

Chairperson Clark called the regular meeting of the Zayante Fire Protection Board of Directors to order at 7:00 PM.

2.0: FLAG SALUTE:

3.0: DIRECTOR ATTENDANCE:

Directors Present: Clark, Fleming, Herceg, Maxwell and Tarbet
Fire Department: Chief Stipes, and Interim Chief Ward Walters

Absent:

4.0: PREVIOUS MEETING MINUTES:

- Upon motion from Director Tarbet and duly seconded by Director Maxwell, minutes from the June 22, 2021 regular meeting were approved by a unanimous vote, with Director Herceg abstaining due to his absence at the meeting.

5.0: ADDITIONS AND DELETIONS TO THE AGENDA:

Additions to the agenda may be added as a discussion item. The Board will not take action on any added items at this meeting. The Board may elect to add the item to a future meeting for action.

6.0: PUBLIC RESPONSE: (State name, address and subject. Time limit of five minutes subject to Board discretion)

7.0: CORRESPONDENCE:

- none

8.0: COMMITTEE REPORTS:

8.1: Chiefs Report:

- Calls for service: 13 fire type calls 16-EMS
- The transition to new Chief will take place July 23 and 24.
- The website has been updated and the audit has been posted.
- There has been an inspection of Zayante Drive Road to help with Fire Safety.
- All personal will fill out their own timecards from this point forward.

8.2: SLV District Council:

- The Cosign has been taken care of and the records transferred.

8.3: County Chiefs/EMSIA/SCCFAIG:

- There has been continued 2-way testing of the Tablet Command.

- PANO Fire Cameras is looking at funding 2 cameras for Santa Cruz County. One possible site is in the Valley.
- A new Bill just passed that will make it mandatory for inspections to be done on homes before being sold. These inspections will be done by CAL FIRE for the present.
- Dan Walters will be taking over for Chief Stipes.
- ZoneHaven is still working on the renumbering of the County and will be updating all the Zones for evacuations and notifications.
- Fire Academy will be split between paid and volunteer.
- Bill SP78 has passed which will give sick leave to Fire personnel who get COVID
- County still working on One-stop building permits.

EMSIA: Our liability insurance on our buildings has doubled.

8.4: Operations Section:

- Annual maintenance has been completed on all apparatus with no significant issues found.
- E2410 has a water valve leak and is going to Central for repairs.
- E2436 and WT2450 will have cradle point installations with CAD for use with new Tablets
- E2410 has had hot mic issues

8.5: Training Section:

- Interim Chief Walters will be holding monthly Round Table meetings with personal to review ZFFD policy.
- Officers meeting July 13, 2021
- Classes approved by Training Officer

9.0: OLD BUSINESS:

9.1: Covid-19: Waiting to see what the County is going to require with the new Delta variant.

9.2: Financial Audit for FY20 has been completed

9.3: AUD-74 Transfer of Budget Funds status completed.

10.0: NEW BUSINESS:

- **10.1:** Upon motion by Director Fleming and duly seconded by Director Herceg, Resolution 474-03-21 Agreement and Certification for Special Assessment Charges with County of Santa Cruz was approved by a unanimous vote.
- **10.2:** Upon motion by Director Maxwell and duly seconded by Director Tarbet, Policy #4000 Annual Payroll Update was approved by a unanimous vote.
- **10.3:** Upon motion by Director Maxwell and duly seconded by Director Fleming, Resolution 475-04-21 CSFA membership will be paid by the Department for all members of the department including Board members. This was approved by a unanimous vote.

11.0: POLICY AND PLANNING: (As necessary for the District to perform its function as required by law.)

11.1: Goals for 2021 Chief and District

- Emergency Notification System and Know your Zone Campaign
- Deferred Maintenance Items, Station 1 and 2 in process. This is so we can open to the public again in the future.
- Fence replacement project- the Board asked that another quote be gotten for a Chain link fence that wouldn't need to be replaced in a few years.
- Mobil Radio Grant- Our radios are dated and there is money available in this grant, so Interim Chief Walter has applied for 2 new radios.
- Defensible Space Inspections (home sales requirement)
- LAFCO report and Grand Jury CZU Fire Reports.

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12.0: OTHER BUSINESS:

- On behalf of the Board of Directors, Chairperson Clark would like to thank outgoing Chief Stipes for his many years of service to Zayante Fire Department. Great job John!

13.0: BUDGET AND BILLS:

13.1: Approval of Bills:

- Upon motion by Director Fleming and duly seconded by Director Herceg bills in the amount of \$84,523.11 were approved for payment by a unanimous vote.
- Upon motion by Director Tarbet and duly seconded by Director Maxwell, bills in the amount of \$16,384.76 were approved for payment by a unanimous vote.
- Payroll: Director Clark has signed the payroll for periods 13 and 14.

14.0: PERSONNEL:

15.0: CLOSED EXECUTIVE SESSION: 8:47 PM

16.0: RE-ADJOURN TO OPEN SESSION: 8:55 No action taken.

17.0: ADJOURNMENT 9:05 NEXT MEETING: August 17, 2021