

ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors **Minutes of the Regular Meeting** **June 21, 2022**

1.0: CALL TO ORDER:

Chairperson Maxwell 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, Maxwell, Tarbet
Fire Department: Chief Walters
Absent: Herceg

4.0: PREVIOUS MEETING MINUTES:

- Upon motion from Director Fleming and duly seconded by Director Clark minutes from the May 17, 2022 regular meeting were approved by a unanimous vote with Director Tarbet abstaining due to her absence at that 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. 10.5

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

7.0: CORRESPONDENCE:

- A letter from LAFCO requesting that we give them an answer by August 31st, on what changes we purpose to the LAFCO report. There is not enough information to make an informed decision. The board requested that the Chief get more information with roads and asset values before they make any decisions.

8.0: COMMITTEE REPORTS:

8.1: Chiefs Report:

- Headsets on E2410 and E2411 are not working correctly. They are scheduled to be fixed. The Chief will write a policy on the wearing of headsets.

- First Due RMS program rollout is starting. Should have in place in 90 days.
- First SOPs are rolling out. Will standardize our fireground functions and training.
- Recruitment drive has started for Station 3. Fun banner is in place.
- Apparatus Plan developed. E2411 will be surplus. We will run 2 type 1's with a type 2 in reserve. Will be working to purchase one type 3 from Central Fire (E3437) bringing us to 2 type 3's at stations 1 and 3. An apparatus committee has been formed to evaluate a type 6 "mini pumper for the station. E2410 and E2411 are reconfigured to "Rescue Pumper" with identical layouts. The committee will come back with recommendations.
- A volunteer Shift program will be starting in July. There will be a 90-day evaluation for this to see if it works. Our daytime call are good but nights are hard to get FF to respond. FF will be paid \$20 per shift for the night.
- E2436 is being made over and updated. Tool mounts, coffin boxes, GPS mapping along with a new light bar, headsets, and tires.
- T-Mobile cellular service has been tested and is ready to deploy. T-Mobile will give free cellular to volunteer FF's.

8.2: SLV District Council:

- Still waiting on Knox supplies. No meeting

8.3: County Chiefs/EMSIA/SCCFAIG:

- Working on the new Fire code adoption. Continued working on radio grant fulfillment. Zayante should see 2 new mobile radios coming later this year.
- The County radio study has been completed and most are not happy with it.
- Also looking into other options such as CalFire radio systems. CalFire has better service. We will be testing CalFire pager system later this month.
- Contracts with Netcom we have the option not to renew if we chose.
- SCCFAIG: Meeting tomorrow

8.4: Operations Section:

- CAD changes are coming to pending calls, meaning no more pending starting July 12, 2022. Updated structure alarm assignments are in place. We are working with Felton on developing a wildland deployment plan for strike teams and in-district responses.
- CalFire can provide personnel to supplement Zayante personnel on strike teams.
- Santa Cruz not able to deploy this year due to apparatus issues. BCFD has staffing concerns but will provide as available.
- CalFire one week rotation for strike teams.

8.5: Training Section:

- There will be an active shooter drill held in Scotts Valley tomorrow. Zayante will have crews there on 2 different days.
- Engineers Raynor and Underwood have started the acting captain task books.
- Task books for Engineer have been issued to Broughton, Amos, Hicks, and Graff.
- We have 2 new volunteer applications pending. Both live in Lompico and have FF experience. One is an EMT. They will do in house training with FF task books.

9.0: OLD BUSINESS:

9.1: AUD-74 Transfer of Budget Funds FY21-22 status: Completed

9.2: Solar System:

- It has been determined that the panels are working. We have one bid for upgrade of panel micro controllers and the 3 failed controllers. Looking for more information from Fischer Electric. The Board would like to know what new panels would cost they would like a bid on a whole new system.

10.0: NEW BUSINESS:

10.1 Upon motion by Director Fleming and duly seconded by Director Tarbet Resolution 500-04-22 an Agreement and Certification for Special Assessment charges with the County of Santa Cruz was approved by a unanimous vote.

10.2: Directors Clark and Tarbet need to fill out and take to the County Notice of Elective Offices for the November election.

10.3: Upon motion by Director Fleming and duly seconded by Director Clark Policy 4000 to adopt Pay schedule and incorporate merit 3 step increments was approved by a unanimous vote.

10.4: Upon motion by Director Clark and duly seconded by Director Tarbet the Communication Agreement was approved by a unanimous vote.

10.5: Upon motion by Director Clark and duly seconded by Director Tarbet, the job description for the position of Administrative Assistant was approved by a unanimous vote.

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

12.0: OTHER BUSINESS:

- Director Clark asked about the Pancake Breakfast. There will be one.

13.0: BUDGET AND BILLS:

13.1: Approval of Bills:

- Upon motion by Director Maxwell and duly seconded by Director Clark, bills in the amount of \$5057.17 were approved for payment by a unanimous vote.
- Upon motion by Director Fleming and duly seconded by Director Maxwell, bills in the amount of \$2686.39 approved for payment by a unanimous vote.
- Upon motion by Director Clark and duly seconded by Director Tarbet, bills in the amount of \$10,409.27 approved for payment by a unanimous vote.
- Payroll: Pay periods 10 and 11 were approved.

14.0: PERSONNEL:

15.0: CLOSED SESSION: 9:36-9:46

15.1: Workers comp file review- no reportable action taken

16.0: RE- ADJOURN TO OPEN SESSION TO REPORT ANY ACTION RESULTING FROM THE CLOSED EXECUTIVE SESSION.

17.0: ADJOURNMENT: 9:47

NEXT MEETING JULY 19, 2022