



ZAYANTE FIRE PROTECTION DISTRICT

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Board of Directors

Minutes of the Regular Meeting

May 21, 2019

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

Absent:

4.0: PREVIOUS MEETING MINUTES:

Upon motion by Director Maxwell and duly seconded by Director Tarbet, minutes from the April 23, 2019 regular meeting were approved by a unanimous vote.

5.0: ADDITIONS AND DELETIONS TO THE AGENDA:

None.

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

6.1: Cassie Stipes requested use of the Z-room on June 1st from 6:00 P.M. – 10:00 P.M. this was approved by consensus.

6.2: Priva Tarbet and Kasey Kinch requested use of the Z-room on May 24th from 12:00 P.M. – 10:00 P.M. this was approved by consensus.

7.0: CORRESPONDENCE:

7.1: A ballot was received from FAIRA and a request to cast our votes for the seven open director seats. Votes were cast and Chief Stipes will email the ballot back to FAIRA.

8.0: COMMITTEE REPORTS:

8.1: Chiefs Report:

- Calls for service: 20 calls, 4-MVA, 2-smoke check, 4-wires, 1-gas out, 8-EMS 1-Vehicle fire
- The County wide movement drill took place the last few days and Zayante Fire participated Saturday and Monday.
- Zayante Fire will be participating this Saturday in the Felton remembers parade.

- The Firefighters Association has secured a 501c3 non-profit status. Kudos to Peter Schierling for his hard work and sticking with it to the end.
- The Firefighters association is preparing for the upcoming Father's Day pancake breakfast.
- The Federal Government has decided not to honor the current contract for Master Mutual Aid fire responses. As of now, Santa Cruz County local government fire agencies will not be responding to any Federal incidents.
- PG&E has requested use of the landing zone to cache any carry supply to a remote area near Hihn Road.

8.2: SLV District Council: Did not meet

8.3: County Chiefs/EMSIA:

- Six-hour meeting. EMSIA still needs to approve the sub-contract with AMR. Contract is at council waiting for approval. Next meeting this Thursday. Chief's had Code Red and Ever Bridge representatives at the meeting. Both did demos on their products. There is a grant secured for Everbridge. As of now we use Code Red. More to follow.

8.4: Operations Section: There will be an extended attack drill on June 28th. We will be implementing some of the type III command people into the training. There will now be two tac channels giving out on dispatch for confirmed structure fires. Fort hunter fire training has been cancelled. Talked about the policy on whether acting Battalion Chief's should be able to go out of county as a strike team leader trainee. Reviewed goals and are on schedule for completing.

8.5: Training Section:

Nothing to report.

9.0: OLD BUSINESS:

9.1: Audit: The MD&A was re-sent to the Auditor. The audit for FY 17-18 should be complete by next meeting. A request was put in to have the auditor to come to a Board meeting in the near future. There was discussion on whether it would be the Chiefs job to depreciate the fixed assets. After discussion it was decided to find an outside source to help in this procedure once a year prior the fiscal year audit.

9.2: Website update: Chief Stipes is working with Red rooster media on the site. Work is still being done, and the site should be up and running soon.

10.0: NEW BUSINESS:

10.1: Action Item: Upon motion by Director Fleming and duly seconded by Director Tarbet, Resolution 456-07-19 A Resolution to surplus utility vehicle 2497, was approved by a unanimous vote.

10.2: Action Item: Upon Motion by Director Tarbet and duly seconded by Director Herceg the agreement between Santa Cruz Consolidated Emergency Communications Center and Zayante Fire Protection District was approved by unanimous vote. The agreement now needs to go to legal council for approval.

11.0: POLICY AND PLANNING:

None

12.0: OTHER BUSINESS:

None

13.0: BUDGET AND BILLS:

13.1: Approval of Bills:

- Upon motion by Director Herceg and duly seconded by Director Tarbet, bills in the amount of \$325.00 were approved for payment by a unanimous vote.
- Upon motion by Director Tarbet and duly seconded by Director Fleming, bills in the amount of \$17,328.02 were approved for payment by a unanimous vote.
- Upon motion by Director Fleming and duly seconded by Director Maxwell, bills in the amount of \$367.89 were approved for payment by a unanimous vote.
- Upon motion by Director Maxwell and duly seconded by Director Tarbet, bills in the amount of \$4333.80 were approved for payment by a unanimous vote.

13.2: Action Item: Upon motion by Director Tarbet and duly seconded by Director Maxwell The Preliminary Budget for fiscal year 2019 – 2020 and pay increases were approved by unanimous vote. Chief Stipes will bring a revised version of payroll policy 4000 to the next Board meeting for approval.

13.3: Payroll: Pay periods 10 and 11 was presented and approved.

14.0: PERSONNEL:

- Adam Hughes was hired as a seasonal by Cal Fire.
 - Recommend appointment of Jacob Hicks to position of probationary Firefighter.
- This was approved by consensus

15 .0: NEXT MEETING:

June 18, 2019

ADJOURNMENT: 9:13 PM