

CLOVERDALE FIRE PROTECTION DISTRICT
MINUTES FOR MARCH 14, 2011
REGULAR MEETING

Regular meeting was called to order at 6:00 p.m. by Board President Green at Cloverdale Fire Station –451 S. Cloverdale Blvd., Cloverdale, CA

Date Posted: Pursuant to Government Code 54954.2, the agenda for this meeting was properly posted on March 11, 2011

PLEDGE OF ALLEGIANCE: Led by Board President Green

ROLL CALL:

Directors Present: Directors Hill, Giovanatto, and President Green
Directors Absent: Directors Giordano, Avansino
Others Present: Fire Chief, Jason Jenkins, Financial Consultant, Brian Elliott, Clerk of the Board, Michelle Black

AGENDA APPROVAL: Approved with the following change.

Table Closed Session to special meeting; date to be determined

Director Giovanatto moved and Director Hill seconded the motion to approve the Agenda as amended.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

PUBLIC COMMENTS-GENERAL INTEREST: None

CONSENT CALENDAR:

1. Approval of Minutes for February 14, 2011 Regular meeting

Director Giovanatto moved and Director Hill seconded the motion to approve the Minutes of February 14, 2011 Regular Meeting without change.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

DISCUSSION/ACTION ITEMS:

1. **Bookkeeper Report:**

- a.) Financial Report

- b.) Approval of Claims

Financial Consultant Brian Elliott provided financial report (attached). Expenses are at 64.27%. The stipend program is exceeding the assumption and we need to watch this subobject; 5910 is running tight.

Director Giovanatto requested an accounting of subobject 6020 be provided at the April 11th meeting.

Director Giovanatto moved and Director Hill seconded the motion to approve the claims as presented.

Motion carried: Aye 3 No 0 Abstain 0 Absent 2.

2. FAISIS call for nominations – Board agreed to direct staff to proceed with nomination of Director Carol Giovanatto for the FAISIS Board of Directors.
3. Financial Consultant Brian Elliott presented a SAFER Grant Award Presentation.

We were awarded a SAFER Grant to re-hire one position lost with the retirement of a captain. At that time we had 4 represented employees. This grant is a 100% funded grant, not matching. The District is committing to keep on one year after the 2nd year of the period of performance. The District cannot lay off employees during the period of performance. If the District cannot maintain the positions after 2 years, we notify the grant people right away and submit for a waiver. During the grant period we have the first year to plan and the 2nd year to implement a program to keep on the new employees. Our desire is to have 4 employees in the bargaining unit; 2 on shift and one re-hire lost due to retirement. We requested an engineer position and 2 entry level apprentice positions at \$14 per hour, non benefited, 56-hour firefighters. The personnel costs included in the grant include an inflationary 3.5% increase for year 2. The cost breakdown is as follows: Personnel -- \$302,966 and Benefits -- \$173,257 (which includes rolled up costs for non-benefited positions). Chief Jenkins reported we are complying with our hiring policy to do an in-house promotion and an in-house hire of firefighter apprentice positions. The grant requires the new hire firefighter apprentice to complete Firefighter I in the first year and Firefighter II by the end of the second year.

REPORTS:

1. President's Report – The FDAC Certificate of Achievement in Fire District Leadership workshop was great!
2. Subcommittee Reports
 - a. Budget – none
 - b. Apparatus – Chief Jenkins reported 6581 was salvaged for \$2300; the tender chassis has been painted, shortened and box is being prepped for painting. The new engine 6581 should be ready in about 30 days. We feel comfortable accepting the engine so funding can begin. We will be selling the chassis from the old tender; we will be selling 6582 to another agency for around \$10,000.
 - c. Building – sheet rock in the apparatus bay was installed incorrectly and cracks are appearing; in the process of repairing and re-painting.
 - d. Liaison – no meeting
3. Volunteer Reports – Volunteers will be doing a spring cleaning at the end of the month. Plans for the annual BBQ are starting; the association will be reviewing their by-laws; the Association will be presenting a department jacket to auxiliary member and association secretary Bianca LaRosa. Director Hill expressed appreciation to the volunteers for a great lunch and for their hospitality during the 2 day FDAC workshop.
4. Fire Chief's Report – Staff officers met; all members completed NIMS certification which a requirement of our SAFER grant; 4 members attended a swift water rescue training; USAR also held a swift water rescue training locally; 6530 responded to Healdsburg to assist with a structure fire.

GOOD OF THE ORDER: We received a call from CalFire setting up a conference call with CalFire, the committee, Chief Jenkins, BC Blackmon and Financial Consultant Brian Elliott.

CLOSED SESSION: Public Employee Performance Evaluation
Fire Chief
Government Code 64957

THIS ITEM WAS TABLED TO SPECIAL MEETING; DATE TO BE DETERMINED

ADJOURNMENT: The meeting adjourned at 7:03 p.m.

NEXT MEETING DATE: Regular Meeting April 11, 2011 at the Cloverdale Fire Station, 451 S. Cloverdale Blvd., Cloverdale, CA