

**CACHAGUA FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
Wednesday, April 13, 2022
CACHAGUA FIRE STATION
NASON RD., CARMEL VALLEY**

The meeting was called to order at 7:03 p.m. by Rod Lambert.

1. ROLL CALL: Don Bonsper, Rod Lambert, Eli Riddle (via phone).
2. APPROVAL OF MINUTES: The minutes of the regular meeting of March 9, 2022 were considered. Motion to approve Bonsper; Lambert second; motion carried.
3. PUBLIC COMMENT: None.

SCHEDULED ITEMS:

4. CONSENT CALENDAR:

- .01 **Treasurer's Report:** The Treasurer reported that the account balances as of April 10, 2022 are Checking: \$213,626.46; Savings: \$1,000.63; and Brokerage: \$300,179.02, for a total of \$514,806.11.

Old Business: The worker's comp claim is still active with a total cost to-date of \$47,958 - new expenditures for legal and medical.

Current Update:

Audit update: All is on track. Treasurer sent the engagement letter after our last meeting.

Dispatch service and new radio purchase are still pending. Recent information about costs is making FireCom less appealing. The costs will include: Basic cost determined by average number of calls, startup cost, buy in costs, and radio costs for O&M and debt service. The annual cost will be about \$16K plus some part of the buy-in costs which are approximately \$118K. The Cal Fire costs will start with a not to exceed amount of around \$13K. Following thorough discussion it was determined that it no longer looks feasible to go with FireCom. Cal Fire has proposed a 3-year contract with a 5% increase per year, not to exceed \$40,000 for the life of the contract. Motion to approve Cal Fire contract not to exceed \$40,000 Bonsper, Lambert second, motion carried.

TREASURER'S REPORT, continued

(Now that the dispatch contract is decided the Chief noted he will move forward with the purchase of radios.)

The photo went to CFCV and they were pleased.

We received the \$9,500 check from the Community Foundation of Monterey County Fire Relief Fund. It is in the bank. We can now build a list of items for the new CalFire grant. Once the Treasurer has a list of what we would like to buy he will complete the grant application. The deadline for submission is mid-May.

Sent a draft budget file for 22/23 to the Chief, Assistant Chief, and Felicia. Will be discussed at this meeting.

We received our Prop 172 funds for the quarter. We also received our invoice for the true-up process with FASIS. We owed a little over \$13k because of the Carmel Fire. Treasurer tried to fight it because of the way they calculated the amount but eventually gave in when they presented the legislation to support their method. They also pointed out the financial advantage we have enjoyed from the insurance because of our current claim.

The quarterly invoice for FASIS has arrived and been paid. Once payroll is completed, the Treasurer will submit the FASIS report. Also, we are working on the contribution level for 22/23.

The Treasurer added that he has all of the initial information for the Benefit Assessment from the County. And the election materials for the election of Rod and Eli's positions will be coming in the mail.

New Initiatives: None.

.02 DISTRICT CORRESPONDENCE: Commissioner Bonsper sent in the requests to vote for directors of LAFCO & FASIS.

.03 DISTRICT REQUESTS: None

The Consent Calendar was approved with a motion by Lambert; Bonsper second; motion carried.

5. STAFF REPORTS:

.01 Cachagua Volunteers: The report for March was presented by Felicia Fisher:

Old Business: COVID-19 rates remain low, albeit on the uptick and, as such, the statewide mask mandate has been lifted, with a few exceptions, e.g. in medical settings.

March had a total of seven call responses. Four calls were medical, one flase alarm, one smoke check, and one vehicle accident with medical. No EPCRs were filed. Nothing further on NFIRS.

No Saturday drill was held in March.

The Cachagua Pre School held a fire drill on March 18th. Engine 7731 with a crew responded to give the students and parents an idea of what it is like to have an engine respond.

All rope equipment is currently on backorder.

A reminder about wildland boots was issued to the membership again.

New Business:

The next Saturday drill will be on April 23rd and will involve a physical fitness benchmark. The benchmark has not been announced.

Everyone was instructed to go through their gear bags and make a final assessment of equipment needs. A list will need to be submitted to Assistant Chief Curry at the April 12th meeting.

The membership agreed to assist in the purchase of a new water tender. The proposal involves a 50/50 split of the purchase price, not to exceed \$100,000 from the Volunteers.

The Cal Fire Tularcitos station will be staffed for the season beginning April 8, 2022.

The membership received training on the new policies and protocols regarding EMS. Most will be operational July 1, 2022. Scope of practice was also discussed.

STAFF REPORTS, Volunteer's Report, continued

Personnel: There are currently 25 volunteers in the Association. Not much has changed with the EMTs. Several individuals have no emergency medical training classes, and some have only CPR. The county and state require that individuals who are a part of emergency services must possess a minimum of training. Title 22, Division 9, Chapter 2.5; and county policy number 2030 detail the minimum.

- .02 **Chief's Report:** The Chief reported that Robles del Rio Firewise community is organizing a second wildfire safety and awareness event on June 18th at the Carmel Valley Community Park. We have been asked to participate by setting up a booth and possibly bringing an engine.

The Carmel Valley Ranch Roundup has asked that we provide an EMT to staff their event on 9/24-9/25.

The Chief will be removing the camper shell and bed slide from 7700 in order to install a diesel fuel transfer tank that will allow us to refill engines during extended incidents and after calls. This will limit the amount of trips needed to Tularcitos or fire camps during an incident. He is looking for permission to sell the camper shell and bed slide and use those funds to purchase a tool box for 7700. Motion to approve sale of camper shell and bed slide and purchase tool box Bonsper; Lambert second; motion carried.

Annual safety inspections of our engines will be performed this month. We will receive a report of all issues (safety mainly) with our engines. We can use this report to make a decision of what engines are worth repairing, and what is in need of replacement.

The Association has agreed that a new water tender will be the next piece of equipment in need of replacement. Our current water tender is a 3 axle 18-speed transmission with high mileage. The tender requires a class A driver's license to operate. We currently have 1 class A licensed firefighter. A new water tender will have a slightly smaller tank, single rear axle, and automatic transmission. This would allow any firefighter with a firefighter endorsement to operate the vehicle. A new Tender would need to be installed indoors. We can make room for this by eliminating 7711 at station 2. The Chief added that he feels we should pursue donations for the new water tender.

STAFF REPORTS, continued

Motion to approve Staff Reports Bonsper; Lambert second; motion carried.

6. ACTION CALENDAR:

- .01 Draft Budget: The Board discussed budget items with the Chief and staff. Several changes were made to dispatch, medical supplies, payroll, etc. The Chief and Assistant Chief will work on clothing, equipment, vehicle repairs, etc.

The Assistant Chief noted we will soon need to update all structure gear, at about \$3,000 per person. This would be a good item to get a grant for.

An updated draft budget will be discussed at the next Board meeting, [and will be posted publically for 30 days before the Board's adoption].

- .02 Eli Riddle presented a proposal for a new website. It will cost the District about \$1,500 to build and \$1,500 per year to maintain. The Board discussed features they would like to see on the site and agreed the Association and the District should have one website, instead of two separate sites. Motion to approve the design and establishment of a working website for the District and Volunteers, not to exceed \$1,500 Bonsper; Lambert second; motion carried.

- 7. ADJOURNMENT: The meeting adjourned at 8:26 p.m. The next regular meeting will be held on Wednesday, May 11, 2022, 7:00 p.m. at the firehouse in Princes Camp.