

MINUTES

**BURNEY FIRE PROTECTION DISTRICT
Board of Fire Commissioners
Tuesday, January 16, 2024
3:00 PM Regular Meeting**

OPEN SESSION

1. **MEETING CALLED TO ORDER** 3:00 PM By Board Chair Valinoti

2. **FLAG SALUTE** Chair Valinoti

3. **ROLL CALL**

Roger Valinoti - present

Irene May - present

Forrest Bartell - present

Pamela Grant - present

Karen VanCleave - present

4. **AGENDA APPROVAL**

On motion by I. May and second by F. Bartell, the Agenda was approved by the following vote:

Ayes: R. Valinoti, I. May, F. Bartell, P. Grant, K. VanCleave

Noes: None

Absent: None

Abstain: None

5. **ANNOUNCEMENTS**

None.

6. **PRESENTATIONS**

None.

7. **COMMITTEE REPORTS**

None.

8. **PUBLIC COMMENTS**

This time is reserved for members of the public to address the Board relative to matters of District that are not on the agenda. Persons wishing to address items on the agenda will be permitted to do so during the discussion of the item. No action may be taken on non-agenda

items unless authorized by law. Comments will be limited to five minutes per person, twenty minutes in total.

9. PUBLIC FORUM RESPONSE

None.

10. CONSENT CALENDAR

Items are expected to be routine and non-controversial. They will be acted upon by the Board at one time, using one motion, without discussion. Any Commissioner, staff member, or interested person or party may request that an item be removed from the consent calendar for later discussion.

- a. Approval for payment of bills as submitted: December 1, 2023, Batches # 01, 02, December 7, 2023, Batch # 02-01, December 14, 2023, Batches # 03, 04, December 18, 2023, Batch # 05, December 27, 2023, Batch # 06, December 28, 2023, Batches # 07, 08.
- b. Monthly Funds Transfer Summary
- c. Approval of the Minutes: Regular Meeting December 19, 2023
- d. Monthly financial reports for December 2023
- e. Ambulance accounts receivable reports for December 2023 (Wittman and Sierra Receivables)
- f. December and Year End Incident Counts

On motion by K. VanCleave and second by F. Bartell, the Consent Calendar was approved by the following vote:

Ayes: R. Valinoti, I. May, F. Bartell, P. Grant, K. VanCleave

Noes: None

Absent: None

Abstain: None

11. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

12. CLOSED SESSION

- a. Anticipated litigation (§ 54956.9) (1) case
- b. Public Employment Pursuant to Section 54957: Fire Chief
- c. Public Employment Pursuant to Section 54957: Fire Captain

13. REPORT FROM CLOSED SESSION

Closed Session Adjourned at 4:10 PM. No reportable action taken.

14. DISCUSSION / ACTION ITEMS

a. Special Tax – November Election

The Board discussed the need to increase the district's property revenue to ensure adequate fiscal resources to meet the needs of the district.

Action: The Board gave direction to Chief May to bring a Resolution to the April Board Meeting for approval to be placed on the General Election ballot on November 5, 2024.

b. Board Meeting Date Changes

Action: On motion by F. Bartell and second by K. VanCleave, the Board Authorized moving the February 20th Board meeting to February 13th and cancelling the March 19th meeting by the following vote:

Ayes: R. Valinoti, I. May, F. Bartell, P. Grant, K. VanCleave
Noes: None
Absent: None
Abstain: None

c. Fire Captain Position

The Board discussed the possibility of filling a command officer position as the District has not been able to fill the firefighter position. The higher-level position might attract more individuals and that person would be more involved in the daily operations and provide support to the Interim Chief.

Action: Chief May will bring a revised Fire Captain job description with salary, compensation, and a potential signing bonus to the April Board meeting.

d. Recruiting Firm

The Board discussed two proposals the District received from Recruiting Firms to help recruit new employees. The consensus was that it would be a very costly decision and the Board would like to explore other avenues for recruiting, such as placing ads ourselves in trade magazines and the National Fire Association.

Action: The Board requested that staff investigate the cost and availability of other means of recruitment.

15. FUTURE AGENDA ITEMS

16. FIRE CHIEF'S REPORT

Chief May informed the Board of the updates with the acquisition of the new ambulance. Courtney Cleckler was advised that the new ambulance was ready to pick up and flew down to Los Angeles only to find that there was a wiring issue that needed to be repaired as well as other unfinished items, so he returned without the ambulance.

New flooring material was purchased through our local Hovis Ace Hardware store. It will be installed in the coming week by Raines Floor Covering, from Shasta Lake.

The new website designed by Streamline will be launched on January 19th. It is expected to be a significant upgrade and will keep the District compliant with state and federal regulations.

A Pancake Breakfast is being planned on March 30th. It will be an opportunity to connect with the community, demonstrate our new Jaws of Life equipment and reinforce the need for community support when the November election comes about.

The Decontamination Trailer was returned to Shasta County and dropped off at the Sheriff's substation in Burney.

New OTS Extrication Equipment purchased with an OTS Grant has been delivered. The vendor will come out to train Firefighters soon.

Pagers have also been purchased and delivered with funds from a Grant from the Redding Rancheria.

17. BOARD MEMBER COMMENTS

None.

18. ADJOURNMENT

A complete agenda packet is available for public inspection at the office of the Board Secretary, 37072 Main Street, during regular business hours, 8:30 AM to 4:30 PM, Monday – Thursday.

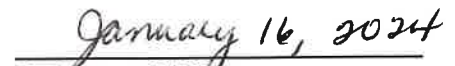
R. Valinoti adjourned the meeting at 4:50 PM.



Board Chair, Roger Valinoti



Administrative Assistant, Kathy Newton



Date: 01/16/2024