

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
September 24, 2018

1. Call to order and reading of the mission statement.

The meeting was called to order by President Jan Hewitt at 7: 02 p.m. and the Mission Statement read.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Director Cookie Stevens, Director Cathy Koos Breazeal and Director Kelly McGee. A quorum was established.

Absent was Vice-President JoAnne McLachlan

ADMINISTRATION MEMBERS: Tim Worny, Treasurer, Terry Bolyard, Secretary and Cal Fire Chief Robert Withrow.

PUBLIC ATTENDEES: Jeff and Marilyn Dillon, Ruth Ann Worny, Bob Stevens, Firefighter Jim Darnell, Tina Darnell, Debra Abrams, Dan McGee and Battallion Chief Mike Wiedner.

3. Public Comments: No public comments were made.

4. Closed Session: No closed session was held.

5. Discussion/Action Items:

5a) Paid Webmaster Position

Jan Hewitt distributed a suggested Webmaster Duties document listing required duties of a webmaster. Currently Jackie Vaughn is acting Webmaster for LFPD. She does not receive compensation for this task. It was suggested Jackie (or any future webmaster) receive a monthly stipend for this job. Chief Withrow suggested talking to Jackie to find out how many hours per month she dedicates to the duties as webmaster. Tim Worny suggested an hourly rate would perhaps be more appropriate.

Cookie Stevens said she would talk to Jackie and find out how many hours she spends on the LFPD website and get her input as far as fair compensation.

Jan Hewitt tabled voting on an actual payment amount until JoAnne McLachlan returned next month.

Cookie Stevens made a motion that the LFPD Webmaster receive compensation. Kelly McGee seconded. The motion passed with 4 yeas and 1 absent.

6. Discussion Items: No discussion items were scheduled.

7. Approval of Minutes from Regular Meeting of August 20, 2018.

Kelly McGee moved the Minutes of the August 20, 2018 Board meeting be approved as submitted. Cookie Stevens seconded. The motion passed with 3 yeas, 1 absent and 1 abstain.

8. Treasurer's Report: Tim Worny addressed the Board regarding address signs which have been ordered and installed to date. He advised the Board that LFPD was taking a loss due to the cost for the sign materials to LFPD and the amount charged to residents. He suggested the cost of the signs be \$35 and that amount would cover the cost of the signs – LFPD would not make any money on the signs, but they wouldn't incur a loss either.

Cookie Stevens presented the current Reimbursement Request form and made suggestions for updating the form. Chief Withrow asked Cookie to take charge of updating the reimbursement request form.

9. Chief's Report:

At this time, Chief Withrow introduced the new Battallion Chief to District 3, Mike Wiedner. Chief Wiedner addressed the Board and public attendees giving a brief history of himself.

- Chief Withrow reported there were 14 calls during the month of August
- Volunteer Program is ongoing
- Firefighters Randy Binz and Jim Darnell have been working very hard at Station 152 getting the buiding cleaned up and doing renovations to make the station more useful for the auxiliary and their fundraising events
- Tina Darnell is working with Chief Withrow in scheduling training for the volunteers, and varioius other duties which helps Chief Withrow a great deal
- AFD has a new Chief, Chief Walter White
- Station 10 has a new captain, Captain Dylan Gissle
- Cal Fire Training Center is loaning LFPD four Self Contained Breathing Apparatus equipment
- No equipment repair costs to report. Some minor repairs were done to the water tender while it was under contract with Cal Fire so Cal Fire paid for those repairs
- The trailer has been sold
- Chief Withrow is putting together a Uniform Policy. He will talk to the Policy and Procedures Committee regarding his ideas. Terry Bolyard suggested once the uniforms are decided on, Chief Withrow might approach the auxiliary for fundiing of the uniforms for the firefighters.
- On October 3, 2018, a tour of the Camino Call Center will take place. After the tour and a lunch break, folks attending the tour will go to McCullen Air Force Base and get a tour of the huge planes used to drop fire retardant during wildland fires.

10. Committee Reports:

Grant Committee: The Committee will meet to research potential grants

Fiscal and Planning Committee: Nothing new to report

Policies and Procedures Committee: JoAnne McLachlan was absent – nothing to report

Building and Maintenance Committee: Kelly McGee reported they are having difficulty finding any contractors to bid on the planned build-out of Station 151. The reconveyance of the properties at Stations 151 and 152 is getting closer and progress is moving forward.

Fire and Safety Committee: Nothing new to report

Communications and Outreach: Chief Withrow advised he is hoping to have the Honour Guard and bagpiper available for the Bells-Across-America celebration set for October 7, 2018. Of course if there is a fire, this will not be possible. The auxiliary will be providing refreshments at this event.

Chief Withrow reported on the fuel reduction program and told there are Grants for this purpose. He will continue to research this. He also suggested a community meeting in the spring to help the LFPD community become aware of fuel reduction. He said Amador Pines is on high radar for this sort of thing.

11. Auxiliary Report: Auxiliary Co-president Marilyn Dillon reported Station 152 looks great and will be ready for the annual auxiliary concert.

The Fire House Concert is scheduled for September 29.

Bells-Across-America will be held at Station 151 on October 7.

Marilyn Dillon gave a brief introduction of “Giving Tuesday.” Details of this auxiliary fundraiser will be forthcoming..

12. Adjournment: Cookie Stevens made a motion the meeting be adjourned. Kelly McGee seconded. The meeting adjourned at 7:59 p.m.

13. Next Regular Board Meeting: October 22, 2018 at 7:00 p.m.