

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
November 25, 2019
6:00 p.m.

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

The meeting was called to order by President Jan Hewitt at 6:05 p.m.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Vice-President Joanne McLachlan, and Director Cookie Stevens. A quorum was established.

Absent: Director Kelly McGee.

ADMINISTRATION MEMBERS: Tim Worny, Treasurer; Terry Bolyard, Secretary; and Chief Rob Withrow.

PUBLIC ATTENDEES: LFPD Firefighter Randy Binz, LFPD Firefighter Jim Darnell, Tina Darnell, Jackie Vaughn, Jeff and Marilyn Dillon, Tom and Debra Abrams, Don and Sharon Dowell, George and Becky Dozet.

3. Public Comments: None

4. Closed Session: No closed session was held.

5. Discussion/Action Items:

5a) Interview and Appointing New Board Director to Replace Cathy Koos.

Jan Hewitt stated she had received two Letters of Interest for the open Board Director position. One from Don Dowell and one from Terry Bolyard. At that time, Terry Bolyard stated she was withdrawing her letter. Jan asked Terry if she would remain as the Board secretary and she agreed. Jan then asked Don Dowell to address the Board and public audience and tell everyone a little about himself. Don gave a brief history of serving as a LFPD Board Director in the past, his experience with writing grants, and his desire to come back to the LFPD Board now that he and his wife are both retired. Cookie Stevens made a motion to appoint Don Dowell to the LFPD Board. Joanne McLachlan seconded. The motion passed with 3 yeas and 1 absent. The Board then appointed Don Dowell as the new LFPD Board Director.

5b) Swearing in of Board Directors. Secretary Terry Bolyard swore in Joanne McLachlan, Cookie Stevens, and Don Dowell. Board Director Kelly McGee will be sworn in at the January 2020 Regular Board Meeting.

5c) Review and Discuss Proposal from Short Circuit for Purchase and Installation of Generator for Station 152

A generator has been purchased for Station 151 and will be installed on December 6. Chief Withrow presented the Board with a proposal he received from Short Circuit for the purchase and installation of a generator at Station 152. Don Dowell made a motion to accept the Short Circuit proposal. Cookie Stevens seconded the motion. The motion passed with 4 yeas and 1 absent. Chief Withrow will order the generator and move forward with having it installed at Station 152.

The Amador Air Quality Control Board purchased the generator for Station 151 and is paying for its installation.

The LFPD Auxiliary are raising funds to assist in the purchase and installation of the generator for Station 152.

6. Discussion Items: None agendized

7. Approval of Minutes from Regular Meeting of October 28, 2019.

The approval of the October 28, 2019 Minutes of the Regular Board Meeting was postponed until the next Board meeting due to Kelly McGee's absence. Joanne McLachlan was absent at the October 28 meeting and therefore could not vote to approve the Minutes.

8. Treasurer's Report: Tim Worny reported he is working with the auditor and the Auditor's Report is being prepared.

9. Chief's Report:

- Calls for October: 19
 - 11 Medical Aids
 - 8 Miscellaneous Fire Calls
- LFPD now has 8 active volunteers
 - Randy Binz Ethan Moore
 - Jim Darnell Nick Messer
 - Doug Mather Ryan Crowell
 - Mike Jennings Kris Morris
- The "Fire Gauge" Signs are almost ready for installation at both stations.
- The new Type VI engine (#6526) will have the radio installed on December 9 and will be put into service
- Grading and road base at Station 151 is still being planned
- The Amador Plan starts up again on December 2 keeping the Dew Drop Station manned 24/7
- Training for all 8 volunteers is ongoing
- David Witt from Lexipol and Chief Withrow will meet December 9 to get LFPD Policies finished up

10. Committee Reports:

Grant Committee: Don Dowell agreed to work on this committee. Cookie Stevens also asked to be on the committee. Committee Members are: Jan Hewitt, Don Dowell and Cookie Stevens

Fiscal and Planning Committee: Committee Members are: Jan Hewitt, Joanne

McLachlan, Chief Rob Withrow and Treasurer Tim Worny

Policies and Procedures Committee: Committee Member: Joanne McLachlan. Joanne is sending the OPM to all Board Directors and asked that they all review the OPM prior to the next Board meeting in order to discuss and update.

Building and Maintenance Committee: Committee Members are: Kelly McGee and Joanne McLachlan. The remodeling of Station 151 is ongoing. The reconveyance of both stations is still a work in progress. Joanne will continue contacting the Board of Supervisors to move this along.

Fire and Safety Committee: Chief Withrow suggested this committee be removed as Cathy Koos is no longer on the Board and the committee is unnecessary.

Communications and Outreach: Webmaster Jackie Vaughn advised the Board of two seminars being given that offer advice and instruction on setting up small neighborhood groups that work together during emergency situations.

Jackie suggested getting WIFI at Station 152. Jim Darnell said he agreed it would be useful especially for on-line training for the volunteers. Jackie advised the cost through Volcano Communications is \$69.95 per month. Cookie Stevens moved the Board approve the expense of \$69.95 per month for WIFI at Station 152. Don Dowell seconded. Having WIFI installed at Station 152 was approved with 4 yeas and 1 absent.

Jackie reminded everyone of Giving Tuesday on December 3.

11. Auxiliary Report: Auxiliary President Marilyn Dillon reported that the November 9 “Open House” fundraiser brought in nearly \$900. Those funds will be accepted as a Giving Tuesday donation on December 3.

The Annual LFPD Auxiliary Community Christmas Potluck will be held on December 7, 2019 at Station 152.

12. Next Regular Board Meeting: Cookie Stevens mentioned the next Board meeting would fall right before Christmas and made a motion to not have a meeting in December. Don Dowell seconded. The motion passed with 4 yeas and 1 absent. There will not be a December meeting.
NEXT SCHEDULED REGULAR BOARD MEETING: JANUARY 27, 2020 at 6:00 p.m.

13. Adjournment: Joanne McLachlan moved to adjourn the meeting. Cookie Stevens seconded. The meeting adjourned at 7:23 p.m.