



CALAVERAS CONSOLIDATED FIRE PROTECTION DISTRICT
6501 Jenny Lind Road, Valley Springs, CA 95252
Telephone: (209) 786-2227
www.calcofire.org

Special Meeting Agenda
Friday December 2, 2016 7:00 PM

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. MOMENT OF SILENCE:** To recognize and honor the efforts of the American Service Members and Public Safety Personnel.
- 3. OATH OF OFFICE - ELECTION OF BOARD OF DIRECTORS OFFICERS**
- 4. ROLL CALL:** Board Members: Ken Glissman, Keith Hafley, Sam Harris, Pat Brown, Tim Runion, Kim Olson, Pat Garrahan, Chris Allen and Marcus Omlin.

Staff: Fire Chief Jason Robitaille, Karlene Cleland and Rose Beristianos
- 5. PUBLIC COMMENT:** The public may address the Board on any item of interest that is not on the Agenda and is within the District's jurisdiction. For items that are on the agenda, public comment will be heard when the item is discussed. The Chairman reserves the right to limit each speaker to three (3) minutes per person and 15 minutes per topic. Ralph M. Brown Act Gov. (Code, § 54954.3(b).) By law, the Board of Directors cannot make decisions on matters not on the agenda. Ralph M. Brown Act Gov. (Code, § 54954.2(a).)
- 6. UNFINISHED BUSINESS:**
 - A. Discussion/Action – Engine 113
 - B. Discussion/Action - Community Letter
- 7. NEW BUSINESS:**
 - A. Discussion/Action – None
- 7. ADJOURNMENT:**

Next meeting tentatively scheduled for December 19, 2016

This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the Americans With Disabilities Act of 1990 (42 U.S.C. § 12132 and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the office reflected above, during regular business hours, at least forty-eight hours prior to the time of the meeting.



CALAVERAS CONSOLIDATED FIRE PROTECTION DISTRICT
6501 Jenny Lind Road, Valley Springs, CA 95252
Telephone: (209) 786-2227
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Regular Meeting Minutes
Monday, November 21, 2016 7:00 PM

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. MOMENT OF SILENCE:** To recognize and honor the efforts of the American Service Members and Public Safety Personnel.
- 3. ROLL CALL:** Board Members Present: Kim Olson, Pat Garrahan, Keith Hafley, Sam Harris, Tim Runion, Ken Glissman, Pat Brown and Marcus Omlin.

Board Members Absent: Chris Allen

Staff Present: Fire Chief Jason Robitaille, Rose Beristianos and Karlene Cleland
- 4. PUBLIC COMMENT:** Suzanne Butler, President of the Support Team, said that they have received their 501C3 status. They had a great turn out for their Back Yard BBQ and are planning a Crab Feed January 21, 2017. They are also making plans for Santa's Express in December and an Appreciation Dinner in the March.
- 5. CONSENT CALENDAR:**
 - A. Approval of Draft Minutes: October 24, 2016 Regular Meeting
 - B. Approval of Transmittals dated November 21, 2016: Batch OH142610 for \$11,581.71 & Cal Card Batch OH142609 for \$6,263.16Pat Garrahan made the motion and Sam Harris made the 2nd to approve the Consent Calendar with a correction to Cal Card Batch OH142609 in the amount of \$6,277.03.
Vote: 8-0-1
- 6. FINANCE BUSINESS**
 - A. Supplemental Transmittals: Tim Runion made the motion and Ken Glissman made the 2nd to approve a Supplemental Batch for Pierce Manufacturing for \$15,183.51. Vote: 8-0-1
- 7. FIRE CHIEF'S REPORT:** Chief Jason Robitaille presented his report

8. COMMITTEE REPORTS

- A. Finance Committee: None
- B. Personnel Committee: None
- C. Measure B Committee: Pat Garrahan reported that he doesn't consider the failure of Measure B as a failure, he looks at it as the board has an obligation of doing their due diligence to plan for the future needs of the District. He also wanted to emphasize that the top priority is the safety of our firefighters when responding to calls with proper staffing.

9. CORRESPONDENCE: None

10. UNFINISHED BUSINESS:

- A. Discussion/Action – None

11. NEW BUSINESS:

- A. Discussion/Action – Strategic Planning

Kim Olson made the motion and Tim Runion made the 2nd to create a temporary short term Adhoc Committee consisting of Pat Brown as Chairman, Sam Harris, Keith Hafley, Kim Olson, Chief Robitaille and 3 members of the Firefighter's Association to present staffing model options that would provide service to the community in the event that we don't sufficient firefighter coverage and bring those options to the whole Board for final approval. Vote: 8-0-1

- B. Discussion/Action – Engine 113 – This item was tabled until next meeting
- C. Discussion/Action – Community Letter – This item was tabled until next meeting

12. BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS:

Pat Garrahan said that he had the opportunity to do some training with the FIU last Thursday and he is very impressed especially with Ryan Hamre's expertise. Marcus Omlin complemented the Chief on an e-mail that he sent in regards to Measure B. Pat Brown scheduled an Adhoc Committee Meeting for December 6th. Tim Runion thanked the Fire Support Team for their efforts and Chief Jason Robitaille for his ongoing pursuits for grants and funding sources.

13. CLOSED SESSION: The Board went into Closed Session at 8:45 PM

- A. Pursuant to Section 54956.9(e)(1) – Possible Litigation – Discussion of Litigation. Pat Garrahan made the motion and Tim Glissman made the 2nd to reconvene at 9:14 PM. Vote: 8-0-1

14. ADJOURNMENT:

- A. Discussion/Action – Next meeting tentatively scheduled for December 2, 2016. Vote: 8-0-1. Keith Hafley made the motion and Ken Glissman made the 2nd to adjourn at 9:15 PM. Vote: 8-0-1

**CALAVERAS CONSOLIDATED FIRE
PROTECTION DISTRICT**

Date: 11/21/16

22030010

MAIL ALL CHECKS

Contact: JASON ROBITAILLE

PO BOX 579

Phone: 786-2227

VALLY SPRINGS CA 95252

Please initial any strikeovers/changes

INVOICE AMOUNT	PEID #	OBJECT NO.	INVOICE NO.	VENDOR NAME/ADDRESS	DESCRIPTION	Rd for RTRN dept
				BATCH OH142609		
				CAL CARD		

\$ 6,277.03 Grand Total

District agrees to retain original invoices for five years. Merchandise itemized above has been received or the services claimed have been performed and the expenditures are authorized and approved by

- PATRICK GARRAHAN
- KIM OLSON
- KEN GLISSMAN
- KEITH HAFLEY
- SAM HARRIS
- PAT BROWN
- TIM RUNION
- MARCUS OMLIN
- CHRISTOPHER ALLEN

I hereby approved the above claim(s) and certify to the correctness of the computations.
Rebecca Callen, Auditor-Controller

By: _____
Deputy

CHIEF JASON ROBITAILLE

AP Entry Batch Proof

Batch ID: OH142609

Enter Date: 11/14/2016 Batch Status: BE User Total: 6,277.03

The undersigned, under penalty of perjury, states that the items on the attached claim are true and correct, that the amounts are properly due this claimant, and that no items have been previously paid. Furthermore, the articles or services specified in the attached claim were necessary, ordered for use by this department, and the articles or services have been delivered or performed as stated.

Authorized Signature: _____ Date: _____

Audited: _____
Distributed: _____
Paid: _____

User: BERISTIANOS.ROSE Batch Created By: BERISROS Date: 11/20/2016
Report: Batch Proof (Auditor) Time: 20:33:47

Table with 5 rows of invoice data. Columns include: Inv Amt, Invoice Date, Vendor, Division Code, Check Stock, Tax Code, JL, Separate Check, Relate To, Secondary Ref, PO#, REFUND, FY, RETURN, RD.

AP Entry Batch Proof

Batch ID: OH142609

Inv Amt	79.99	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5221	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	147.42	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5241	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	6.94	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5243	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	185.92	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5401	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	2,197.43	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5422	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	529.21	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5471	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	75.00	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5480	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inv Amt	314.47	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date	10/24/2016	Invoice #:	2203102416	ACCT#	4646 0445 5566 1531	Secondary Ref:	5501	PO#:
Vendor:	0037446	US BANK CORP PAYMENT \$PO BOX 790428		SAINT LOUIS MO 63179-0428				
Division Code:	SPD2	Check Stock:	AP	Tax Code:		REFUND	FY	RETURN
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AP Entry Batch Proof

Batch ID: OH142609

<i>Inv Amt</i>	184.95	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:	
<i>Invoice Date</i>	10/24/2016	<i>Invoice #:</i>	2203102416	<i>ACCT#</i>	4646 0445 5566 1531	<i>Secondary Ref:</i>	5121 ANT FARM	<i>PO#:</i>	
<i>Vendor:</i>	0037446	US BANK CORP PAYMENT PO BOX 790428		SAINT LOUIS		MO	63179-0428		
<i>Division Code:</i>	SPD2	<i>Check Stock:</i>	AP	<i>Tax Code:</i>	NO	REFUND	FY	RETURN	
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<i>Inv Amt</i>	11.26	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:	
<i>Invoice Date</i>	10/24/2016	<i>Invoice #:</i>	2203102416	<i>ACCT#</i>	4646 0445 5566 1531	<i>Secondary Ref:</i>	5121 ANT SHIP	<i>PO#:</i>	
<i>Vendor:</i>	0037446	US BANK CORP PAYMENT PO BOX 790428		SAINT LOUIS		MO	63179-0428		
<i>Division Code:</i>	SPD2	<i>Check Stock:</i>	AP	<i>Tax Code:</i>		REFUND	FY	RETURN	
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<i>Inv Amt</i>	13.87	22030010	CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:	
<i>Invoice Date</i>	10/24/2016	<i>Invoice #:</i>	2203102416	SALES TAX		<i>Secondary Ref:</i>	ANT FARM TAX	<i>PO#:</i>	
<i>Vendor:</i>	0006810	STATE BOARD OF EQUALIZ PO BOX 942879		SACRAMENTO		CA	94279-6093		
<i>Division Code:</i>	STAX	<i>Check Stock:</i>	ST	<i>Tax Code:</i>		REFUND	FY	RETURN	
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<i>System Messages:</i>								Total	6,277.03

**CALAVERAS CONSOLIDATED FIRE
PROTECTION DISTRICT**

Date: 11/21/2016

MAIL ALL CHECKS

Contact: JASON ROBITAILLE
Phone: 786-2227

22030010
PO BOX 579
VALLY SPRINGS CA 95252

Please initial any strikeovers/changes

INVOICE AMOUNT	PEID #	OBJECT NO.	INVOICE NO.	VENDOR NAME/ADDRESS	DESCRIPTION	Rd for RTRN dept
				PIERCE MANUFACTURING		
				SUPPLEMENTAL BILLS		
\$ 15,183.51 Grand Total						

District agrees to retain original invoices for five years. Merchandise itemized above has been received or the services claimed have been performed and the expenditures are authorized and approved by

PATRICK GARRAHAN
KIM OLSON
KEN GLISSMAN
KEITH HAFLEY
SAM HARRIS
PAT BROWN
TIM RUNION
MARCUS OMLIN
CHRISTOPHER ALLEN

I hereby approved the above claim(s) and certify to the correctness of the computations.

Rebecca Callen, Auditor-Controller

By: _____
Deputy

CHIEF JASON ROBITAILLE



FIRE CHIEF'S REPORT
November 21, 2016

CALLS FOR MONTH:

97 in October

1,014 Total

PERSONNEL:

43 total members

FACILITIES:

Company 1 – Nothing new

Company 2 – Crews will start construction of new pad next week if weather permits, refrigerator is O.O.S. and replacement is on order.

Company 3 – Nothing to report

NOTES:

1. Applied for 31 new SCBA packs under FEMA's AFG.
2. R-143 was placed OOS, towed to Sacramento, waiting on diagnostic testing.
3. Need to schedule policy committee meeting.
4. Carl Moyer grant has accepted our new apparatus and should receive grant payment of \$58K from APCD in a few weeks.
5. Knox project is nearing completion.
6. I will be attending a planning meeting next month with other local fire districts.
7. Captain Gamma attended Fresno TO's symposium last week.
8. I attended a NFA class last week in Turlock.
9. Impact study update – Received info from planning dept., Blair from SCI has adjusted fee schedule, we have a call scheduled for Tuesday.
10. County CAO will be retiring at the end of year, several open positions at County.
11. Cal Waste will be increasing fees for trash service beginning Dec. 1st, likely to double our current cost.
12. With failure of Measure B, I anticipate a retention issue with current staff.
13. New forcible entry door prop is now in service.
14. Will be conducting a test for new volunteer engineers next month.
15. Cal-Co Fire will be the featured fire district in the next "CSFA Connection" magazine.
16. College Internship presentation scheduled for next month at MJC.
17. Received PPE and Physicals reimbursements of \$17,053 from SAFER grant.
18. Want to thank everyone for their efforts with Measure B and congratulate our board members on their re-appointment.
19. Unable to fill several shifts next month due to lack of staff and participation. We have 32 vacant shifts. We may be forced to combine staff and brown out stations.

Calaveras Consolidated Fire Protection District

Oath of Office

STATE OF CALIFORNIA,)
) ss.
COUNTY OF CALAVERAS)

I, Keith Hafley, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this 2nd day of December, 2016.

Rose Beristianos, Witness

Calaveras Consolidated Fire Protection District

Oath of Office

STATE OF CALIFORNIA,)
) ss.
COUNTY OF CALAVERAS)

I, Patrick Brown, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this 2nd day of December, 2016.

Rose Beristianos, Witness

Calaveras Consolidated Fire Protection District

Oath of Office

STATE OF CALIFORNIA,)
) ss.
COUNTY OF CALAVERAS)

I, Sam Harris, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this 2nd day of December, 2016.

Rose Beristianos, Witness

Calaveras Consolidated Fire Protection District

Oath of Office

STATE OF CALIFORNIA,)
) ss.
COUNTY OF CALAVERAS)

I, Tim Runion, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Subscribed and sworn to before me, this 2nd day of December, 2016.

Rose Beristianos, Witness