**CALAVERAS CONSOLIDATED FIRE PROTECTION DISTRICT**

**6501 Jenny Lind Road, Valley Springs, CA 95252**

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**Regular Meeting Minutes**

**Monday, January 23, 2017 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, Keith Hafley, Sam Harris, Tim Runion, Ken Glissman, Pat Brown and Marcus Omlin.

Board Members Absent: Chris Allen & Pat Garrahan

Staff Present: Fire Chief Jason Robitaille and Rose Beristianos

Staff Absent: Karlene Cleland

1. **PUBLIC COMMENT: None**
2. **CONSENT CALENDAR:**
3. Approval of Draft Minutes: December 19, 2016 Regular Meeting

Keith Hafley made the motion and Sam Harris made the 2nd to approve the draft minutes. Vote: 6-0-2 Ken Glissman abstained

1. Approval of Draft Minutes: January 3, 2017 Finance Committee Meeting

Pat Brown made the motion and Marcus Omlin made the 2nd to approve the draft minutes. Vote: 7-0-2

1. Approval of Transmittals dated January 23, 2017: Batch OH143478 for $15,034.20 and Cal Card Batch OH143480 for $999.72. Tim Runion made the motion and Ken Glissman made the 2nd to approve the batches with the corrected amount to Batch OH143480 to $1,014.22. Vote: 7-0-2
2. **FINANCE BUSINESS**
3. Supplemental Transmittals – Sam Harris made the motion and Tim Runion made the 2nd to approve Batch OH143513 for $29,930.63 and a Supplemental Batch for Gates Concrete for $22,000. Vote: 7-0-2
4. **FIRE CHIEF’S REPORT:** Chief Jason Robitaille presented his report.
5. **COMMITTEE REPORTS**
6. Finance Committee: The committee met January 3rd and January 23, 2017 and their staffing recommendations will be discussed under new business.
7. Personnel Committee: None
8. Adhoc Planning Committee: The committee met two times to discuss options that were forwarded to the Finance Committee and will be discussed under new business (see attached report of discussion items)
9. **CORRESPONDENCE:** The following correspondences were read

Calaveras Marine Corps Toys For Tots

Law Offices Mayall Hurley

1. **UNFINISHED BUSINESS:**
2. Discussion/Action – Engine 113

Tim Runion made the motion and Ken Glissman made the 2nd to refrain from making any further repairs on Engine 113 at this time and to store it until further notice. Vote: 7-0-2

1. **NEW BUSINESS:**
2. Discussion/Action – Staffing

Chief Jason Robitaille presented a worksheet with several options that the Finance Committee, the Adhoc Planning Committee and the Chief put together. (see attached) Sam Harris made the motion and Ken Glissman made the 2nd to go with Option 2 with a review every year on the Strike Team money. Vote: 6-0-2 Pat Brown abstained.

1. Discussion/Action – Facility Rental – This item was tabled until next meeting
2. Discussion/Action – Adoption of Fire Code Policy – Kim Olson informed the Board that this adoption does not have to come to the board for discussion/action.
3. Discussion/Action – Fire Prevention Ordnance - Chief Jason Robitaille explained that there is a rough draft that is under review. Ken Glissman made the motion and Keith Hafley made the 2nd to continue with the development of the Ordnance and take it to County Council for review and then bring it back to the board. Vote: 7-0-2
4. **BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS:**

Sam Harris said that the board worked hard on the staffing options and asked that the firefighters give advanced notice if there is a possibility of seeking employment else ware.

Marcus Omlin and Tim Runion said that they appreciate all that the firefighters and the Chief do for the Department.

Kim Olson suggested that the Adhoc Planning Committee be dissolved.

Chief Jason Robitaille said that the firefighters are doing an exceptional job. He also said that the firefighters were notified that they had to have their letters of interest in by 1-27-17 for Engineers Positions and that that he would be moving forward quickly after that date to get the test scheduled and that he will be working on recruitment and retention more diligently.

**13. ADJOURNMENT**: The meeting was adjourned at 8:50 PM