



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

**Regular Meeting Minutes**  
**Monday, January 25, 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 and Marcus Omlin.  
Board Members Absent: Dennis Petersen and Chris Allen  
Staff Present: Fire Chief Jason Robitaille, Rose Beristianos and Karlene Cleland
- 4. PUBLIC COMMENT:** Marty Crain wanted to let the board know that she was present when Fire Marshal Ryan Hamre made his inspection at the Youth Center and that she learned a lot from his inspection and appreciated his professionalism. Cameron Todd heard that the department was requesting a fee for a Fire Marshal position and wanted clarification on that subject.
- 5. CONSENT CALENDAR:**
  - A. Approval of Draft Minutes: December 21, 2015 Regular Meeting
  - B. Approval of Draft Minutes: January 12, 2016 Finance Committee Meeting
  - C. Approval of Transmittals dated January 25, 2016: Cal Card Batch OH138471 for \$4,606.76 & Batch OH138472 for \$5,818.40Tim Runion made the motion and Ken Glissman made the 2<sup>nd</sup> to approve the items on the Consent Calendar. Vote: 7-0-2
- 6. FINANCE BUSINESS**
  - A. Supplemental Transmittals – Tim Runion made the motion and Marcus Omlin made the 2<sup>nd</sup> to approve Batch OH128575 for \$4,457.37. Vote: 7-0-2
- 7. FIRE CHIEF'S REPORT –** Chief Jason Robitaille presented his report.

## **8. COMMITTEE REPORTS**

- A. Finance Committee – Sam Harris reported the committee met and reviewed the budget. They agreed to bring recommendations to the board to purchase air conditioning for Engine 132 and increase the purchase authorization limit.
- B. Personnel Committee - None
- C. Adhoc – Future Staffing – Pat Garrahan reported that the committee met and reviewed the latest lot designations and number of lots from the Assessor’s Office. He also said that they revised the project timeline to schedule public education events.
- D. Adhoc – Station Design - None

## **9. CORRESPONDENCE:**

Chief Jason Robitaille read a Thank You from The Marine Corps Reserve for the department’s participation in their Toys of Toys Drive.

## **10. UNFINISHED BUSINESS:**

- A. Discussion/Action – Cal Co Fire Marshal Position/Ordinance – No action was taken on this item. It is still in the discussion stage.

## **11. NEW BUSINESS:**

- A. Discussion/Action – Purchase Authorization – Sam Harris made the motion and Pat Garrahan made the 2<sup>nd</sup> to raise the Purchase Authorization limit to \$5,000.00 per item. Vote: 7-0-2
- B. Discussion/Action – Air Conditioning Retro-Fit Engine 132 – Sam Harris made the motion and Marcus Omlin made the 2<sup>nd</sup> to approve retro-fitting air condition in engine 132 not to exceed \$7,500.00. Vote: 7-0-2
- C. Discussion/Action – Engineering Fee – This item was pulled
- D. Discussion/Action – Fire Maintenance Program – No action was taken on the item. The Board agreed to have Chief Jason Robitaille do some more research and bring back more information to the Board.

## **12. BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS:**

Sam Harris said that he is impressed with what Chief Jason Robitaille is doing for the department. Pat Garrahan had the opportunity to interact with the FIU and he is impressed with how organized they are and the level of training that they have. Marcus Omlin said to keep up the good work. Tim Runion said great job to Pat Garrahan for working with the Toys for Tot’s program, thanked Chief Jason Robitaille for doing a good job and thanked the public for coming. Jason Robitaille thanked the firefighters for their motivation and said that he was happy to be part of the organization. He thanked the board and the public for their support and also thanked Karlene Cleland and Rose Beristianos for the job they do.

**13. ADJOURNMENT:** Keith Hafley made the motion and Sam Harris made the 2<sup>nd</sup> to adjourn at 8:30 PM