

WEST POINT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, JUNE 1, 2022
MINUTES

5:00 P.M. Closed Session

5:30 Adjourn Closed Session

5:30 P.M. Regular meeting, West Point Station

Chairman Stephen Schoenthaler called the meeting to order. Directors Schoenthaler, Julia Marsili, John Hesketh and Bryce Randall were present. Director Greg Pryor attended via Zoom call in. Also present were Chief Terry Miller, Chaplain Bruce Forrest, CERT Reps Sam and Kathy Hernandez and Clerk Jill Jenkins.

PUBLIC COMMENTS: A member of the community, Mitchell, stated he had emailed questions through the district website regarding night time burning and concerns about heavy smoke. He expressed frustration that he had received no response. Discussion took place regarding burning requirements as well as communication tools available to the public. Steve gave Mitchell his personal email address. Julia asked that the website “contact us” page be updated with the Director’s email addresses. Everyone thanked Mitchell for bringing the matter to the Board meeting.

THE MINUTES of the last meeting held on 5/4/22 were reviewed. Bryce made the motion to adopt the minutes as written. Steve seconded the motion. The minutes were adopted with 5 votes.

CORRESPONDENCE for the month was presented. The Bank of Stockton account statement was reviewed. There was no action taken.

BOARD MATTERS- The 2022/2023 Recommended Budget was discussed. Terry requested that the following object codes be revised:

#4077 Special Tax Revenue increased to \$450,000.00

#4713 Miscellaneous Revenue decreased to zero

#5001 Salaries/Wages Expense increased to \$425,000.00

#5004 Strike Team Wages Expense increased to \$130,000.00

#5051 Social Security Expense increased to 6.2% of all wages

#5053 Medicare Expense increased to 1.45% of all wages

#5049 Employer Paid Retirement Expense decreased to zero

#5701 Capital Equipment Expense decreased to \$67,623.34

Terry suggested all other object codes remain the same as the prior year’s Final Budget figures. Steve made the motion to adopt the 2022/2023 Recommended Budget as Terry presented. Greg seconded the motion. The Budget passed with 5 votes and all County paperwork was signed.

Steve gave an update regarding the drafted letter to Transparent CA who inquired about personnel information. Steve stated he’d talked with an attorney about responding. The attorney said there is no obligation to respond to anyone who doesn’t have standing in the West Point Fire Protection District. Steve said the drafted letter was not sent.

THE CERT REPORT was presented in written format and is attached to these minutes.

THE WEBSITE REPORT- Sam said he’d searched but couldn’t find Mitchell’s email regarding night time burning. He said he’ll update the contact list and remove prior Chief’s

(Carroll and Fullerton) information. He said he'll create more space on the website and post the adopted minutes.

THE ASSOCIATION'S REPORT- Terry said the Association has paid \$8290.06 to the District to cover some of the buildup of the new unit #316. He presented Congratulation cards for 3 academy graduates and asked everyone to sign. He gave details of the graduation if anyone wanted to attend.

THE CHAPLAIN'S REPORT- Bruce reported he had to make a death notification call along with the Sheriff's Dept. Bruce said he spends time at the station with our firefighters and makes occasional dinners for them.

THE DISTRICT'S MONTHLY PAYABLES were reviewed as well as current financial reports. Bryce made the motion to pay the bills as presented in 2 transmittals: \$6679.27 for regular bills and \$7992.14 for Cal Card purchases. Julia seconded the motion. The bills were paid with 5 votes. The Directors requested the Association's payment of \$8290.06 be deposited to the County fund.

NEW BUSINESS- none.

OLD BUSINESS- none.

THE FIRE CHIEF'S REPORT- Terry reported there were 50 calls for the month of May averaging 3 responders per call. He said the only fire reimbursement still owing to us is for the Tamarack Fire. He said it was a federal fire so it's taking longer than state reimbursements. He said unit 316 is in the shop for buildup. He's hoping it will be ready within the month. Terry said he's administered the Engineer's Testing. He reported the 3 attendees of the Academy will graduate on 6/4 at Calaveras High School. Terry said there have already been 3 wild land fires in our district. He then gave each Director a draft of the five year strategic plan outlook. Julia stated there are key performance indicators which will be assigned goal time frames. She asked that the Directors review the draft and a new date for the strategic planning session will need to be set as this meeting has extended the proposed adjourning time. She said another planning date will be sent to the Directors through email. Terry then informed the Directors the district has 3 helmets and protective vests which will be used in the event of a Sheriff's Dept. staging for mass casualty. Terry stated he has contact information and blue prints for our local school. He said he's trying to get Knox boxes for some business which will be keyed specifically for the Fire Department entry. He said each Knox Box costs about \$400.00. The Directors thanked Terry.

THE MEETING ADJOURNED at 7:00 p.m.

Respectfully Submitted,

Jill M. Jenkins, Clerk

Response:

MVA:

LZ: May 26, Cancelled

Events:

Completed: Live Burn, FF academy May 15;

Scheduled: Radio Field Day, Jun 25-26;

Personnel:

5 Active Members; (2 EMR)

1 Trainee;

Training:

Completed: Medical training: Wellness Week;

Scheduled: CERT Radio Operations. June 15

Medical Training: O2, Aspirin, Narcan, Bleeding control, Shock - June

Pending: Grid search (CERT light search & rescue ops)

LARO (CERT light search & rescue ops)

Fire Suppression (CERT fire safety & utility controls)

Traffic control (CERT traffic & crowd management)

Equipment:

Misc. Info:

Monthly Calaveras County OES Operational Area Monthly Briefing Call;

CERT Meetings:

Training – Jun 15; @ 1800

Business Meeting – Jul 20; @ 1800

Training – Aug 17; @ 1800

