



# GEYSERVILLE FIRE PROTECTION DISTRICT

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## MINUTES OF THE BOARD OF DIRECTORS' MEETING

WEDNESDAY MARCH 9, 2016 AT 7:00 PM

*At the Geyserville Fire Station #1, 20975 Geyserville Avenue, Geyserville*

### 1. OPENING GREETING:

- Meeting called to order by President Paul Bernier at 7:03 p.m.
- Pledge of Allegiance.
- Roll Call: Harry Bosworth, Tatsuo Okaya, Dane Petersen, and Paul Bernier were present. Fire Chief Marshall Turbeville was also present.
- Agenda Approval: **A motion was made and seconded (Stewart/Bosworth) to approve the agenda with that change. All ayes.**

### 2. PUBLIC DISCUSSION: None.

### 3. SUMMIT BANK: Emily Harrington and Melissa Tunzi were present to answer questions and explain the way Summit Bank works with the fire districts.

### 4. MINUTES: **A motion was made and seconded (Stewart/Okaya) to approve the February 10, 2016 minutes. All ayes.**

### 5. FINANCIAL REPORT: Treasurer Dane Petersen delivered the financial report. Tonight's warrants total \$87,629.31. Fiscal year 2015/2016 operations fund expenses totaled \$527,326.82; fund balance is \$485,810.65. Fiscal year-to-date New Station fund, Apparatus fund, and Grant Training fund expenses totaled \$0.00 with fund balances \$468,029.48, \$552,950.11, and \$0.37, respectively.

### 6. CONSENT CALENDAR: **A motion was made and seconded (Bosworth/Petersen) to approve the warrants. All ayes.**

### 7. CHIEF'S REPORT: The Chief's Report (see attached) was presented by Chief Marshall Turbeville. Chief Turbeville noted that he needs board members to be on the budget committee; Paul Bernier offered to be on the committee. The chief advised the Board that the District may need to supplement the purchase of SCBAs, since they are expected to exceed the amount raised at the dinner dance fundraiser. The SCBAs will be compatible with both Healdsburg and Cloverdale fire departments. Chief Turbeville announced the County Board of Supervisors approved retroactive reimbursement of 2015/2016 REDCOM fees.

### 8. PRESIDENT'S REPORT: Paul Bernier reported that he wrote a letter to the county fire study advisory council addressing the Board's concerns about the council selection process. The response to his letter explained that the selection process was approved by the previous advisory council.

### 9. REPORT FROM THE GEYSERVILLE FIREFIGHTER EMPLOYEE ASSOCIATION (GFEA): Joe Stewart had nothing to report.

### 10. REPORT FROM THE GEYSERVILLE VOLUNTEER FIREFIGHTERS' ASSOCIATION (GVFA): Joe Stewart reported that the GVFA is currently not interested in heading up the solar panel project. The GVFA is working on a proposal for SCBAs. He explained that Cloverdale is rushing the purchase since they are out of compliance with their current SCBAs and need to restock. He reported that the air unit is in Georgia and progressing.

**11. CORRESPONDENCE:** None

**12. OLD BUSINESS:**

- a. District Expansion & Consolidation: No report.
- b. Committee Updates:
  - Solar Panel: The Board decided to put the panels in the 2016/2017 budget and send out RFPs. Chief Turbeville recommended proceeding with the hiring of a consultant. The Board agreed to hire Jeff Matthias as a consultant and pay outright for the solar panels, rather than leasing them from a third party.
  - Labor Negotiations: Chief Turbeville said they met once; the plan is to have a new contract in place July 1<sup>st</sup>.
- c. Plan Check and Inspection Services: No discussion. Leave on agenda.
- d. Community Emergency Response Team: Fred Petersen was not present to report on the team.
- e. County Fire Study Update: No report.
- f. Transition from EFS: Anneke Turbeville pointed out the "To Do" list and summarized the separation paperwork. The Board went over the steps and discussed who would be treasurer, and offered to pay/reimburse the treasurer. Anneke Turbeville was asked by the Board to approach Michael Pigoni and determine if he is willing to be the treasurer. After working through the "To Do" list, the Board decided to hold an EFS Committee Meeting on Wednesday, March 16<sup>th</sup> at 6 pm to review the separation documents and make decisions on the details.

**13. NEW BUSINESS:**

- a. Budget Committee Formation: Paul Bernier, Dane Petersen, and Marshall Turbeville will be the budget committee members. Friday, April 1<sup>st</sup> at 6 pm will be the budget committee meeting. The budget committee meeting will include strategic planning and be open to all.
- b. Strategic Planning Meeting: This will be part of the budget committee meeting, used as a tool to help plan the 2016/2017 budget.
- c. EFS Documents: These were reviewed as part of Item "f" under Old Business.
- d. Purchase Request: Chief Turbeville explained his purchase requests for chief officer classes and the S-230 and S-231 classes. **A motion was made and seconded (Petersen/Bosworth) to approve both purchase requests. All ayes.**
- e. Workplace Injury Reporting Policy: The policy will be reviewed and approved at the next meeting.
- f. Reminder:
  - Form 700s due April 1<sup>st</sup>.
  - Fire Chief Evaluations: These can be turned in to either the President or Bosworth's store. Harry Bosworth passed out evaluations to Tovani and Stewart.

**14. GOOD OF THE ORDER:** Anneke Turbeville announced she is expecting a baby this summer. Harry Bosworth reminded everyone to buy their tickets for Jiggs and Maggie at the Oddfellows.

**15. ADJOURNMENT OF THE MEETING:** A motion was made and seconded (Bernier/Okaya) to adjourn the meeting at 9:08 p.m. All ayes.

Minutes approved as written- Motion/Second: Bosworth/Petersen

Clerk of the Board: Anneke Turbeville

Date: 4-13-16