

CACHAGUA FIRE PROTECTION DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, January 11, 2023
CACHAGUA FIRE STATION – NASON RD., CARMEL VALLEY

The meeting was called to order at 6:05pm.

ROLL CALL: Eli Riddle present, Monty Salas-Cordrey present; Don Bonsper present.

SCHEDULED ITEMS

CONSENT AGENDA

APPROVAL OF MINUTES: The minutes of the regular meeting of December 14, 2022, were considered. Motion to approve submitted by Salas-Cordrey; seconded by Riddle; motion carried.

ACTION AGENDA

1. Website: Sydney has been great about updating the social media. Burn season page has been getting good use. Jesse has received good feedback on it. Staff page still needs cleaning up. Don asked about any donations coming in and they were not aware of any, just a merchandise purchase.
2. Legal Council: Eli reviewed the letter of engagement with Fenton & Keller. Laura to get an updated letter with Eli listed as signer and it will be signed asap.
3. Sexual Harassment Training: Jesse keeps personnel files for any volunteer that turns theirs in from an outside job. A goal this year will be to get everyone trained.
4. Dispatch contract is complete. No bill received yet.
5. Changes to benefit assessment: Our benefit assessments have not changed since 1993. Don has been researching what it would take to increase and to set up a recurring annual increase. There is a cost involved with doing the increase annually, \$5,000, plus an upfront fee for the ballot work of \$23,000. We get about \$56,000 per year. The increase would have to go to a ballot vote. Don suggested reaching out to the firm, LAFCO of Monterey County, that handles it just to get all the information. Eli will look into this, Don will pass on the contact for an agency he found.
6. Clerk/Treasurer transition update: Kara Nobles has agreed to take on the Clerk role. Bonsper made a motion to accept Kara Nobles as a replacement for Laura with the Clerk position, Riddle seconded, motion carried. In preparation for the Treasurer transition, Don will have to submit a letter of resignation as Treasurer and submit it to the County Supervisor. The goal for Treasurer transition will be March, 8, 2023 Board Meeting. Don will try to identify a list of tasks to delegate and begin transition by the February meeting.
7. Handling of mail: Don has been getting the mail, Laura will be the person to get the mail after the February meeting.
8. Staffing the district during business hours: As discussed at the last meeting, Jesse would like to staff the district/firehouse during the work week due to the lack of volunteer presence in district. The goal with the position is to have someone here, ready to respond quickly to incidents, as well as maintaining the station and equipment and working on training planning. During the last 5 months there have been 20 calls during business hours. Average volunteer response was 1-2 people. Evening/weekend responses are 5-6 volunteers. On a medical call, if there is only one responder, they can treat the patient but not accurately report, which is what the county is auditing. The staff member would be the one to file the report, put everything away, and allow the other volunteer/s to get back to work quicker. This staff

person would need to be paid every other week instead of quarterly. The plan is to start with the winter months when the local CalFire station is not staffed. The potential candidate is a Firefighter 1/EMT that just graduated from CalFire academy and will be hired seasonally by CalFire but is available during the winter months. Eli requested a job description/title and schedule so he can run it by an attorney to make sure everything is done right. Jesse will send the information to the Board asap.

9. Purchase of SCBA Cylinders: All bottles are expiring in March of this year. We have a total of 28 bottles. Jesse suggested just using 7 devices and buying 14 bottles. Currently searching for grants. The cost for the 14 would be \$21,000. The units are also expiring and would need to be replaced in two years. Just purchasing the 14 would get us buy until we can get funding to replace all systems. Bonsper made a motion to approve the 14 bottle purchase, Riddle seconded, purchase approved. Jesse will take this to the association to get help with the cost.
10. Enclosure of station 2 engine bays: 7732 and 7711 and 7742 (water tender) are kept at the barn, Station 2. The major issue with this location is the dust in the open barn. Ideally the engine bays would be closed in to keep them clean and warmer in the winter months. Approximately 60 feet of wall and 2 doors. Cost estimate would be \$10-15k. Need more information to present to the board and vote on the change. Bob Eaton, landlord of the barn, was present at the meeting; both Bob and the owner have approved the change. Jesse would like to have this taken care of before summer. Eli will take the lead on getting an estimate to present next month.
11. Monty asked for an update on volunteers getting their firefighter certification on their license. So far, only one has completed the process, others are still in the works.

STAFF & OFFICER REPORTS

TREASURER'S REPORT: Don Bonsper

Financial Balances as of 8 January 2023

Checking: \$258,554.58 Does not include second quarter Prop 172

Savings: \$1,001.27

Brokerage: \$251,317.50

Total: \$510,873.35

Old Business:

Claim of former chief has been resolved. There was a payment of \$50,000 in December to end the process. Total spent \$112,451.

Current Update:

CFCV grant was approved for \$3000, the maximum allowed. The money is in the bank.

First quarter Prop 172 money has been received and deposited in the bank, \$27,670. Second quarter payment has been received and should be deposited by the end of this week, \$11,170.53.

Annual CSA 74 money has been received and deposited in the bank, \$2,500. First installment of benefit assessment funds was electronically deposited in the bank, \$31,105.

Money from the CalFire grant was received and deposited, \$4265.77. This completes receipt of all outstanding grant funds. No new grant opportunities have been identified.

Payroll has been completed for Oct – Dec 2022. New stipend of \$25 was used. Total gross payroll was \$1300.

FASIS quarterly payment completed. FASIS quarterly payroll report submitted.

Credit Card: Laura's card has arrived. No action taken on Lindsey's card.

CACHAGUA VOLUNTEER FIREFIGHTER'S REPORT: Alyssa McGowan

Old Business:

CFC Christmas party was held on 12/17 at Tira Nanza, it was a success.

Two trucks and volunteers participated in the Santa Fly In in the Village.

On Christmas Eve, 2 trucks and a few volunteers delivered packages. A lot of gifts were donated this year that went to the kids in the camps and it was very much appreciated. The Association will write a thank you letter to Superintendent, Ted Knight, as CUSD donated a lot of the toys/gifts.

New Business:

Saturday drill to finish Public Safety/First Aid will be scheduled the last weekend in January or the first weekend in February.

Medical 0

Hazards 3

Public Assist 3

Fire 2

Residential Fire Alarm 1

Total: 9 calls

CHIEF'S REPORT: Jesse Reimer

Beginning Monday, January 9, the volunteers began staffing/patrolling the district due to heavy rain, flooding. The department evacuated Jensen's Camp. Engines were relocated to the Earth Station. Assisted with sand bagging, cleared trees, mud, keeping roads opened. As of today, there is still a lot of debris but the county made it out to begin working with equipment.

ADDITIONS

The Brokerage account is doing well and the checking account balance is high. Discussed whether or not to move money to brokerage or leave in the checking. Decided to leave funds where they are for now.

Discussed creating a list of needs/asks to make fundraising more relatable to the public.

Bob Eaton brought up that Rana Creek is in escrow. He was asking how we can get them to build us a station as part of the sale of the property. Eli will ask the attorney.

Bob Eaton brought up that the Tassajara Zen Center is not in our district but is in our "sphere of influence". Eli will make a fundraising request to the Zen Center. The Caves and Miller Canyon are in the same boat.

ADJOURNMENT: The meeting was adjourned at 7:52pm. The next regular meeting will be held on Wednesday, February 8, 2022 6:00pm at the firehouse in Princes Camp.