



MONTE RIO FIRE PROTECTION DISTRICT

P.O. Box 279 • Monte Rio, CA 95462 • (707) 865-2067

Fire Chief • Steve Baxman • www.monteriofire.org

BOARD OF DIRECTORS MEETING MINUTES

Via Zoom Video Conference

Monday, January 17, 2022, 6:00 p.m.

1. **CALL TO ORDER** – The regular meeting of the Board of Directors of the Monte Rio Fire Protection District was called to order by President Dan Fein at 6:02PM. Roll Call of Directors: Dan Fein, Josh Dale, Tim Cahn, Geff Smith, and Kari Morrissey.
2. **APPROVAL OF AGENDA** – Motion to approve the agenda by Geff Smith and seconded by Josh Dale; motion passed unanimously.
3. **PUBLIC COMMENT ON ITEMS NOT AGENDIZED** – none
4. **APPROVAL OF MINUTES**
 - a. December 20, 2021, Regular Board Meeting – Motion to approve by Geff Smith and seconded by Josh Dale.
5. **CORRESPONDENCE** – None.
6. **OLD BUSINESS**
 - a. Consolidation Ad Hoc Committee Report – there was a discussion about joint training with other departments and how that might look. It is difficult to start this training right away with COVID and all the protocols in place, but this will be discussed more and more as things start opening back up.
 - b. Policies & Procedures – Motion to approve the following policies: Purchasing and Procurement, Administrative Communications, Post-Incident Analysis, Solicitation of Funds, Annual Planning Calendar, Electronic Mail, Liability Claims, and Physical Asset Management by Geff Smith and seconded by Kari Morrissey. California Fair Political Practices Commission, Minimum Staffing Levels, and Petty Cash Management will be revisited later.
 - c. In-Person/Hybrid Meetings – Motion to approve resolution by Kari Morrissey and seconded by Josh Dale.
7. **NEW BUSINESS**
 - a. Establish Reserves – there was discussion on where to allocate money and how much. The priorities came down to building and apparatus, a new building would cost between \$3-4 million. Motion to approve setting aside \$1 million for capital improvements by Tim Cahn and seconded by Geff Smith.
 - b. Per Call/Drill Pay – there was discussion months ago about raising the per call/drill pay to \$25 but was never agendized. Motion to approve the pay to increase to \$25 by Josh Dale and seconded by Tim Cahn.



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8. TREASURER'S REPORT

- a. Went over the financials included in the board packet.

9. CHIEF'S REPORT – Chief Baxman

- a. 1028 calls for 2021, and 27 calls so far for 2022.
- b. Hired a new volunteer.

10. PRESIDENT'S REPORT

- a. Nothing to report.

11. DIRECTOR'S REPORT

- a. Nothing to report.

12. SECRETARY/CLERK REPORT

- a. Auditor Blake Goranson will no longer be providing audit services so quotes will be provided in one of the next few meetings.

13. ADJOURNMENT – Motion to approve: Director Geff Smith; motion passed unanimously. The Board was adjourned at 7:35PM

MINUTES READ, APPROVED & ACCEPTED

Respectfully submitted,

/s/ _____ President Fein

/s/ _____ Director Dale

/s/ _____ Director Cahn

/s/ _____ Director Smith

/s/ _____ Director Morrissey