

WILLIAMS RURAL FIRE PROTECTION DISTRICT

Regular Board Meeting Minutes

April 27th, 2020

Called to Order at 6:35pm

Roll Call:

Board Members Present

Position 1 – Dennis Crawford
Position 2 – Sue Nevotti (Absent)
Position 3 – Todd Rumery
Position 4 – Bill Ertel
Position 5 – Wes Nevotti

Williams Staff Present

Administrative Assistant – Jennifer Vetter
Chief Rick Vetter – Present/Dispatched

Public Presence:

Wilma Hyde – Support Group Member and Community Member

Announcements:

None.

Public Input:

None.

Approval to Accept Board Meeting Minutes:

A motion to approve the Regular Board Meeting minutes of March 23, 2020 was made by Bill Ertel and second made by Todd Rumery. The minutes were reviewed and unanimously approved as presented.

Clerk/Treasurer Report:

Clerk/Treasurer reports for April 27, 2020 were reviewed by the board members. Jennifer Vetter answered questions about revenue and expenses for the previous month's expenses. Each line item was reviewed in each financial report. Discussions included spending on district credit cards, payroll, regular monthly bills, and station maintenance/repairs items. A discussion was held regarding spending locally as much as possible utilizing local businesses.

Each of the reports reviewed included:

- The Chief's credit card
- The Admin's credit card
- The Board Chair's credit card
- The Umpqua Bank Account
- Profit and Loss Statements

- LGIP Account
 - A motion to accept the Clerk/Treasurer's report was made by Wes Nevotti and seconded by Todd Rumery. The motion passed unanimously.

Fire Chief's Report:

- **Number of calls in April up to the 27th**
 - 11 calls total
 - 5 Medical calls, one of which was CPR and assistance from law enforcement
 - 2 Motor Vehicle
 - 4 Fire (1 structure and 3 burn piles) – none required further assistance from outside personnel
- **Personnel/Recruitment**
 - 4 part-time positions filled, 10 active Fire/EMS volunteers, and 2 youth firefighters
 - 2 applications are processing as new volunteers and 4 more in the with applications to volunteer
 - Oskar is working on:
 - Adequately equipping apparatuses for grass and wildland fires
 - Getting personnel and volunteers PPE
 - Tool availability for volunteers and personnel to perform on fires
 - Nicco is working on:
 - Getting EMRs set up for re-certification hours and ready for license renewals
 - Small group trainings for firefighter proficiencies
 - Jenny is working on:
 - Budget preparations
- **Old Station**
 - Nothing new to report
- **Property**
 - Mobile Home:
 - Scheduled to be moved onto its site April 28th. Crew will set up the home and connect the utilities. Rich Cassidy to keep Chief apprised.
 - Water System:
 - Down for one day, repairs were made, system retested and back up and running.
- **Meetings**
 - Tele-conference meetings with other districts in the county regarding COVID-19 and preparations for PPE securement/management and community response
- **Safety Committee**
 - No Safety Committee meeting to report.
- **Apparatus/Vehicles/Equipment**

- All apparatuses have been serviced and out-fitted with wildland equipment and personnel are being trained to be proficient on them
- New Type 6 is in the shop for an oil leak and any other services needed before fire season.
- A motion to approve the Chief's Report was made by Dennis Crawford and seconded by Wes Nevotti.

Other Reports:

- **Chair**
 - Nothing to report
- **Support Group**
 - Bill Ertel has Donated his Notary income to the Fire Department Support Group
 - Support Group has been receiving regular donations from community members
 - 8770 is going to be put back into service as a rehab vehicle
- **Other**
 - Nothing to report.

Unfinished Business:

- **Wildland Certifications and other trainings**
 - Wildland training is taking place at the station and Pacifica
 - EMR renewals are due by end of June

New Business:

- **2020-21 Budget**
 - Review and discussion of the LB Sheets prior to Budget Committee Meeting and the inclusion of employment benefits possible inclusion of board member compensation

Announcement of Next Regular Board Meeting:

Monday, May 25, 2020 at 6:30pm

Motion to Adjourn:

- A motion to adjourn was made by Bill Ertel and seconded by Wes Nevotti at 8:30pm.

Attachments: Board Meeting Agenda, the Chief's and Clerk/Treasurer's reports for April 27, 2020, and Minutes of the previous Board Meetings.

Respectfully Submitted:

Wes Nevotti, Chairman