

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
August 11, 2020 7:00pm**

Participate by phone (605) 475-4120, passcode 370238#

1. Call to Order 7:00
2. Pledge of Allegiance
3. Roll Call - Maddocks, Cesaretti, Nunes. Also present: Chief Bullard.
4. Additions or Corrections to Agenda: None
5. Scheduled and Unscheduled Appearances. Linda Tripoli of Sebastopol shared concern about MOU within the Board packet not being on the agenda. She cited concern for transparency and proper notice to the public. Requested the MOU be removed. President Maddocks pulled any discussion on the MOU until a future date.
6. Old Business
 - a. Status on Engineer and Firefighter positions: Chief Bullard reported waiting for CalPERS details to be finalized. They are delaying the new agreement due to potential changes in internal policies. All candidates have passed physical, psychological, and background checks.
 - b. COVID-19 Response & Protection: Continuing to do all the steps with social distancing and masking consistent with other departments to mitigate the spread. Director Nunes noticed a meeting at the station where protocol procedures were not being followed. Chief Bullard had been made aware of the issue and it was correct. He requested being notified as soon as possible if protocols are not followed and he will follow up immediately. Director Nunes requested that firefighters share the phone number for people calling about COVID protocol violations if the public calls the station; Chief Bullard agreed to make it happen.
7. New Business
 - a. Consider and adopt Agreement for Collection of Special Taxes, Fees and Assessments: Following discussion, Nunes moved to accept the agreement for collection of fees and assessment. Cesaretti 2nd. Passed. 3-0-0.
 - b. Consider and Approve additional insurance Recommendations: Following discussion, Cesaretti moved to purchase Long Term Disability Insurance from Provident Insurance. Nunes 2nd. Passed 3-0-0.
 - c. Review and Adopt new and updated Policies and Procedures: There are 3 sections of changes; part 1 is where there was overlap in Lexipol with standard operating guidelines, 2nd part updates the appeal section of the Grievance procedure and part

3 includes 10 new policies specific to full time employees. Due to lack of Director attendance, Chief Bullard recommended tabling for the next meeting to allow time for the Board to review. President Maddocks agreed.

8. Committee Reports
 - a. Apparatus: Nothing new to report. Lots of driver training creating many new drivers.
9. Approval of prior Board Meeting Minutes: Correction needed to add Gray to Roll Call. Cesaretti moved to approve minutes as corrected. Nunes 2nd. Passed 3-0-0.
10. Purchase Requests
 - a. Grant from Cal Fire to help support fighting wildfires: Grant will bring in about \$20,000 for jackets, pants, and equipment. Cesaretti made a motion to approve Resolution 20-8-1 approving the Department of Forestry and Fire Protection Agreement #7FG20048. Cesaretti 2nd. Passed 3-0-0.
 - b. Wildland Clothing: Cesaretti made a motion to purchase 10 sets of wildland PPE from Curtis not to exceed \$6,800. Nunes 2nds. Passed 3-0-0.
 - c. AEDs: Nunes made a motion to purchase 3 LifePak 1000 defibrillators with a 4-year maintenance contract. from Stryker to replace obsolete units, not to exceed \$10,750. Cesaretti 2nds. Passed 3-0-0.
 - d. Wildland Gloves: Cesaretti made a motion to purchase 40 pairs of wildland gloves from Curtis not to exceed \$2100. Nunes 2nds. Passed 3-0-0.
 - e. Refrigerator: Chief Bullard requested direction on purchasing a new refrigerator. Option 1 would be typical 3 quotes or option 2 would be from the Sears appliance outlet which would be less expensive, but single item vendor. Board approved getting the best price at Sears outlet.
11. Bills & Warrants: Stipend pay dropped due to loss of seasonal CALFIRE employees. Cesaretti made a motion to accept the Check Detail as written for \$56,437.03. Nunes 2nd. Passed 3-0-0.
12. Budget Report
 - a. Update on CDARS account reporting from December 2019 to July 2020: CDARS account will no longer be reported on Deposit Detail. Account was closed in 2016 and reported in error between December 2019 and July 2020 due to bookkeeper transition. Capital Reserves account will be merged with ICS account since it was a requirement for the former USDA loan and is no longer needed.
13. Correspondence: Pitts received 2020 Biennial Notice for Conflict of Interest Codes. If amendments are not needed, the deadline is October 1, 2020. If changes are needed, the deadline will be December 30,2020. She will follow up with Board Directors if action is needed.

14. Fire Chief's Report
 - a. Roster, Alarms and Drills.
 - i. Cesaretti made a motion to add Jeremiah Mahan and Jennifer Gehrman as new Trainees. Nunes 2nd. 3-0-0.
 - ii. 58 calls for service
 - iii. 13 drills and activities
15. Closed Session: None
16. Adjournment: 8:09 pm