

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING AGENDA
February 13th, 2018 6:30pm**

1. Call to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. Closed Session: Govt. Code section 54957(b)(1): Fire Chief Job Review & *Government Code section 54956.9(b): Exposure to potential litigation: Government Code section 54956.9(b).*
5. Additions or Corrections to Agenda.
6. Scheduled and Unscheduled Appearances. *During this period, the Board of Directors will hear anyone who desires to speak on subjects not listed on the Agenda. As a matter of policy, the Board will not make a decision unless it is of a routine nature, which may be turned over to staff for disposition. Please limit your comments to five (5) minutes and please state your name and address for the minutes (optional).*
7. Old Business.
 - a. Memo from the Board to the Fire Department Volunteers.
8. New Business.
 - a. Preface to Policy and Procedure Handbook.
 - b. Form 700 reminder and update.
9. Committee Reports
 - a. Apparatus.
10. Approval of prior Board Meeting Minutes.
11. Purchase Requests.
12. Bills & Warrants.
13. Budget Report.
14. Correspondence.
15. Fire Chief's Report.
 - a. Roster, Alarms and Drills.
16. Adjournment.

ADA Compliance

In compliance with Government Code 54954.2(a), the Graton Fire Department, will, on request, make this agenda available in appropriate alternative formats to persons with a disability, as required by the section 202 of the American Disabilities Acts of 1990 (42 U.S.C. 12132), and the federal rules and regulations adopted in implementation thereof. Individuals who need this agenda in an alternative format or who need a disability-related modification or accommodation in order to participate in the meeting should contact Angel Dickey-Gray, Board Recording Secretary, at (707) 823-5515, 72 hours or more prior to the disability accommodations being needed in order to participate in the meeting.

**GRATON FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING MINUTES
February 13th, 2018 6:30pm**

1. Call to Order: at approximately 6:53pm
2. Pledge of Allegiance.
3. Roll Call: Maddocks, McCalla, Pedersen, Cesaretti, Gray all present.
Also Present: Chief Bullard.
4. Closed Session: Govt. Code section 54957(b)(1): Fire Chief Job Review & Government Code section 54956.9(b): Exposure to potential litigation: Government Code section 54956.9(b). Entered into Closed session at: 6:55pm. Exited out of Closed Session at 7:35pm. Discussion only, no action taken.
5. Additions or Corrections to Agenda: No changes.
6. Scheduled and Unscheduled Appearances: None.
7. Old Business.
 - a. Memo from the Board to the Fire Department Volunteers. The Board Recording Secretary will present the Memo on Thursday Evening.
8. New Business.
 - a. Preface to Policy and Procedure Handbook. The Board will add the memo as the Preface to the Policies and Procedures.
 - b. Form 700 reminder and update. The Board has been reminded that the Form 700 is due April 1st, The Board Recording Secretary has requested that paperwork be turned in by next Board Meeting.
9. Committee Reports
 - a. Apparatus.
10. Approval of prior Board Meeting Minutes.
 - a. Motion by McCalla to accept January 9th, 2018 Board Minutes as written, 2nd by Cesaretti. Passed 4/0/0.
 - b. Motion by McCalla to accept January 16th, 2018 Board Minutes as written, 2nd by Cesaretti. Passed 4/0/0.
11. Purchase Requests.
 - a. Chief Bullard presented the quotes for the fence.
 - i. Motion by McCalla to hire Coggins to remove and install fence; not to exceed \$8,000.00, 2nd by Pedersen. Passed 5/0/0.
 - b. Assistant Chief Sabrowsky is requesting purchase of five Wildland PPE Jackets and Pants, which is a single item vendor.
 - i. Motion by McCalla to purchase 5 sets of Wildland PPE from Curtis, not to exceed \$2,500.00, 2nd by Cesaretti. Passed 5/0/0.
 - c. Assistant Chief Sabrowsky is requesting purchase of hoses, quotes presented.

- i. Motion by McCalla to purchase Structure Hose from Cascade Fire Equipment, not to exceed \$3,000.00, 2nd by Cesaretti. Passed 5/0/0.
 - d. Assistant Chief Sabrowsky is requesting purchase Rescue Pickets and Anchor plate, quotes presented.
 - i. Motion by McCalla to purchase 6 Pickets and 2 Anchor Plates from Rescue Source, not to exceed \$875.00, 2nd by Cesaretti. Passed 5/0/0.
- 12. Bills & Warrants.
 - a. Motion by Cesaretti to accept Check Detail dated February 14th, 2018 in the amount of \$15,810.98, 2nd by McCalla. Passed 5/0/0.
- 13. Budget Report: The budget has been presented and reviewed by the Board.
- 14. Correspondence:
 - a. Letter from Board of Supervisors requesting Special Districts to move to even-numbered years for Election.
- 15. Fire Chief's Report.
 - a. Roster, Alarms and Drills.
 - i. Request for Surplus: Extrication Tool and Pump.
 - 1. Motion by McCall to declare Extrication Tool and Pump as surplus property, 2nd by Pedersen. Passed 5/0/0.
 - ii. Roster: Chief Bullard is requesting addition of Trainee Lawrence Williamson to the Roster.
 - 1. Motion by McCalla to add Trainee Williamson to the Roster, 2nd by Pedersen. Passed 5/0/0.
 - iii. Alarms: 52 Alarms in January 2018.
 - iv. Drills: 10 Drills for December 2018, 13 Drills for January 2018.
- 16. Adjournment: at approximately 8:07pm.

Respectfully submitted,

Angel Gray, Board Recording Secretary

Bob Maddocks, President

Gary McCalla, Vice-President

Mario Cesaretti, Secretary

Wes Gray, Member