



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

"Providing Quality Emergency Response And Fire Protection For The Public"

Minutes

Mi-Wuk Sugar Pine Fire Protection District

Board of Directors

Regular Meeting, 7:00 PM, Tuesday, October 13, 2020

Mi-Wuk Sugar Pine Fire Protection District

24247 Highway 108, Mi Wuk Village, California

1. Call to Order – 7:00 PM
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald - Present
 - b. Vice President Afshar - Present
 - c. Treasurer Massman - Present
 - d. Director Doss - Present
 - e. Director Blake - Present
 - f. Also Present:
 - i. Chief Klyn - Present
 - ii. Office Manager/Board Clerk Dahlin - Present
 - iii. Guests: _____
4. Oral Communications: This is the time for the public to address the Board of Directors on any matter not on the agenda, but within the jurisdiction of the Board of Directors. Each person shall be permitted to speak for no more than 5 minutes; persons speaking on the behalf of an organization may speak for no more than 15 minutes. Those wishing to speak on a matter that is on the agenda may do so at the time the item is taken up by the Board of Directors. There were none.
5. Approval of the Minutes of the September 8, 2020 Regular Meeting.
Moved to Approve with the removal of the face mask notice: Vice President Afshar
Seconded: Director Blake
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
6. Written Communications: There were none.
7. Reports:
 - a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, read and elaborated on the written report that is in the meeting record. She also noted that the current fundraiser has raised \$12265 at the time of the meeting, up from the \$5000 in the report.
 - b. USFS Report: No report.
 - c. CAL FIRE Report: No report.

- d. Chief's Report: James Klyn, Fire Chief, read and elaborated on the written report that is in the meeting record. He gave a brief update on the CAST Team: they plan on pouring concrete outside the Auxiliary storage room and under the awning/breezeway, and finishing the kitchen. He also shared a 'Thank You' from the Murray family, who also donated \$1000 to the Auxiliary, and he asked Relief Engineer Boykin to read aloud a 'Thank You' letter from Deborah Weers.
- e. District Policies & Procedures Committee: Director Doss reported that he is working on an Engineer Exam. Director Blake shared she will be working on the policy.
- f. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman read and elaborated on the written report that is in the meeting record.

Financial Reports for Month Ending August 31, 2020:

- i. Tuolumne County Trial Balance
- ii. Tuolumne County Budget Status
- iii. Month End Cash on Hand History

Moved to Receive: Vice President Afshar Seconded: Director Blake

Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

8. Discussion and Action Items:

- a. Approval of Mi-Wuk Sugar Pine Fire Protection District Auxiliary 2021 Calendar
Moved to Approve: Director Blake Seconded: Vice President Afshar
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- b. Revision to Board Manual – Fire District Board and Governance: Chapter 1.02.010 Organizational Chart; Chief Klyn presented a new Org. Chart adding the Captain position back in, as it had been in the past, so that there will be the option to fill a vacant position with either a Captain or Engineer. After some discussion it was decided that a third Engineer position be added in case at some time in the future the Fire Chief does not lead a shift. It was noted that not all positions need to be filled.
President McDonald moved to approve the revision Organizational Chart, adding the Captain and the third Engineer position.
Seconded: Director Doss
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- c. Revision to Policies and Procedures Manual: Chapter 2.18.010 Appendices – Pay Rates; Chief Klyn explained that rates for the full time positions have been changed to indicate that they are the starting rate so that as individuals are given rate increases the policy won't need to be changed. Also, the strike team pay rates are updated to remove a specific dollar amount and instead state that they will be according to the CFAA and ABH rates in effect at the time of each deployment.
Moved to Approve: Director Blake Seconded: Vice President Afshar
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

- d. Status of the Joint Exercise of Powers Agreement for Tuolumne County Fire Authority; Chief Klyn gave an update and stated that his major concerns, along with a lot of other terms, had been removed. His remaining concerns, and those of the board, were discussed. Some of these were: could the District pull out of the JPA at a later date, at what point would the District's involvement be binding, whether the District property owner's would support it or not, specific dollar amounts are not stated as to revenue or the admin. fee, no specific benefit is given for the use of the funds, and the desire for there to be a sunset clause. No action was taken.
 - e. Status of Deployments; Director Doss wrote on the white board the phenomenal number of hours each firefighter worked on strike teams and at the station since August 1st. The total hours on strike team deployments was 5722 and the total station hours were almost 9000. He thanked them for their service and they were applauded by all.
9. Director's Comments and Requests: Directors may report about various matters involving the District or may request matters be included on subsequent meeting agenda(s) for discussion and/or action. Discussion will be limited to that necessary to clarify an issue or request. No action will be taken. Director Doss requested that the District have framed pictures of all the apparatus and firefighters on the walls of the meeting room. Jim McDonald, Laurie Wallace and Carol Afshar will be working on this.
10. Final audience comments: There were none.
11. Adjournment - 8:33 PM

Approved by the District Board of Directors in the meeting assembled November 10, 2020.

President McDonald