



MI-WUK/SUGAR PINE FIRE PROTECTION DISTRICT

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

Notice and Agenda
Mi-Wuk Sugar Pine Fire Protection District
Board of Directors
Regular Meeting, 6:00 PM, Tuesday, March 12, 2024
Mi-Wuk Sugar Pine Fire Protection District
24247 Highway 108, Mi Wuk Village, California

1. Call to Order _____
2. Pledge of Allegiance
3. Roll Call
 - a. President McDonald _____
 - b. Vice President Doss _____
 - c. Treasurer Costa _____
 - d. Director Schwarz _____
 - e. Director Massman _____
 - f. Also Present:
 - i. Chief Klyn _____
 - ii. Office Manager/Board Clerk Dahlin _____
 - 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.
5. Approval of the Minutes of the February 13, 2024, Regular Meeting.
6. Approval of the Minutes of the March 6, 2024, Special Meeting
7. Reconsideration of Vacancy on the Board of Directors. Board to review applications and possibly appoint and swear in new Board Member to cure a Brown Act violation at the February 13, 2024, board meeting; President McDonald
8. Written Communications: There were none.
9. Reports:
 - a. Auxiliary Report: Val Colborn, MWSPFPD Auxiliary President: No Action Required
 - b. CAL FIRE Report: No Action Required
 - c. Chief's Reports: James Klyn, Fire Chief. No Action Required

10. Standing Committee Reports for Discussion and Action:

- a. District Policies & Procedures Committee: Director Doss.
- a. Treasurers Report on Budget Committee and Financial Summary; Treasurer Costa
 - i. MWSP Budget SnapShot FY23/24
 - ii. Receive Tuolumne County Financial Reports
 1. Tuolumne County Trial Balance for Month Ending January 31, 2024
 2. Tuolumne County Budget vs Actual for Month Ending January 31, 2024

11. Discussion and Action Items:

- a. Discussion of Standards of Coverage; Tracie Riggs, CAO, Tuolumne County /Andy Murphy Assistant Chief, TCU
- b. Budget Transfer to increase various accounts for unanticipated expenses; Treasurer Costa
- c. Adoption of the Mi-Wuk/Sugar Pine Fire Protection 2024 District Manual, including the changes noted in the Minutes of the March 6, 2024 Special Meeting and the following policies which contain substantive changes:
 - i. Revision to District Policies 2.03.120 through 2.03.125 Sick Leave Benefits effective March 10, 2024
 - ii. Revision to District Policies 2.16.101 District Credit Cards
 - iii. Revocation and removal of SOG 4.04.024 Mutual and Automatic Aid - Tuolumne Fire District
 - iv. Revision to 5.01.017 Engineer Job Description
 - v. Revision to 5.01.014 Captain Job Description

Please view the draft policy manual at:

https://drive.google.com/drive/folders/1XIP_ZC7XmOZmYdoT5TYb5ZkX1Drk_9PQ?usp=sharing

- d. Draft Request for Proposal for an Independent Audit for the fiscal years ending June 30, 2023, 2024 and 2025; President McDonald
 - e. Vertical Bridge request to change of cell tower plan to replace faux tree with monopole; Chief Klyn
 - f. Letter to AT&T regarding an application to the California Public Utilities Commission (CPUC) which would remove AT&T's obligation to provide land-line service in portions of California; President McDonald
 - g. District participation in a CSDA survey regarding ballot initiative #1935; Treasurer Costa
 - h. CSDA Board of Board of Directors Call For Nominations Seat A; President McDonald
 - i. CSDA Virtual Workshop: Policy and Procedure Writing. March 13 & 14, from 9:00 a.m. - 12:00 p.m. each day. \$230 for CSDA members; President McDonald
 - j. Approval of Auxiliary 2024 Calendar; President McDonald
 - k. CLOSED SESSION: PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov. Code section 54957(b)(1).) Title: Fire Chief
 - l. Return to Open Session
 - m. Report on Closed Session; President McDonald
12. Continuing Business – Discussion Only. No Action Items:
- a. Staffing Levels and Recruitment
 - b. Fleet

13. Director’s Comments and Requests:

- Directors may report about various matters involving the District.
- Directors may request matters to be included on subsequent meeting agenda(s) for discussion and/or action. The Director may be asked to make a **brief** clarification.
- No discussion will be allowed.
- No action will be taken.

14. Final audience comments:

15. Adjournment: _____

In accordance with the Americans with Disabilities Act, if you need special assistance (i.e., auxiliary aids or services) in order to participate in this public meeting, please contact the District at (209) 586-5256. Notification 48 hours prior to the start of the meeting will enable the District to make reasonable accommodation to ensure accessibility to this public meeting. Pursuant to the California Government Code section 54957.5, public records, including writings relating to an agenda item for open session of a meeting and distributed less than 72 hours prior to the meeting, are available for public inspection at the Mi-Wuk Sugar Pine Fire Protection District office at 24247 Highway 108, Mi Wuk Village, California.

This Notice and Agenda was posted pursuant to District Policy on March 8, 2024