



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, January 12, 2021

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: None
4. Swearing in of Director Doss who was appointed as if elected to a four-year term beginning December 4, 2020 and ending December 6, 2024. Director Doss was sworn in by Board Clerk Dahlin.
5. Swearing in and badge pinning of Intern Fire Fighters; Chief Klyn swore in and pinned the badge on Intern Fire Fighter Hunter-McElroy.
6. 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: President McDonald spoke briefly about Arlen Richardson, who recently passed away, and asked for a moment of silence for him. Joan Walton also spoke about Arlen and all that he and his wife Cathy have done for the community, Mi Wuk and beyond. She said that Cathy would like donations on behalf of Arlen to be made to MAHA, the Auxiliary or the Leukemia-Lymphoma Society. Director Blake spoke about how kind and caring Arlen was. Toni Richardson addressed the board on the need for emergency sirens in the community. Chief Klyn let her know that he has been working with a local group that is working on obtaining a grant for sirens for the District, Twain Harte and possibly Sonora.

7. Approval of the Minutes of the December 8, 2020 Regular Meeting.

Moved to Approve: Treasurer Massman Seconded: Vice President Afshar

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

8. Written Communications: There were none.

9. Reports:

- a. Auxiliary Report: Sherry Blake, MWSPFPD Auxiliary President, reported that the Auxiliary raised approximately \$17,500 for the year and that upcoming fund raisers are on the calendar but are on hold until they have clearance to meet again.
- b. CAL FIRE Report: No one from Cal Fire was present but Chief Klyn relayed that they will be giving the District four brand new Scotts scbas for the County engine.
- c. Chief's Report: James Klyn, Fire Chief, thanked Tim and Laurie Wallace for all of their work on the employee pictures and introduced Justin Grant who is filling in on one of the open officer positions. He also read and elaborated on the written report that is in the meeting record.

10. Standing Committee Reports for Discussion and Action

- a. District Policies & Procedures Committee: The Committee met, with Director Doss absent. Chief Klyn and Director Blake gave brief descriptions of the following policies.
 - i. Addition to the Injury and Illness Prevention Program (IIPP) of a Covid-19 Prevention Program (CPP)
 - ii. Revision to Policy and Procedures Administrative Manual: Chapter 2.03 Compensation and Benefits.
 - iii. Revision to Policy and Procedures Administrative Manual: Chapter 2.10 Hours of Work, Leaves, and Holiday.Director Blake moved to approve all three policies. Seconded: Director Doss
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

- b. Treasurers Report on Budget Committee and Financial Reports: Treasurer Massman reported that the Committee met to discuss the monthly reports and the unanticipated revenue. He read and elaborated on the written report that is in the meeting record.
Financial Reports for Month Ending November 30, 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

11. Discussion and Action Items:

- a. Resolution 2021.01.12.1 Approving Tuolumne Public Power Agency (TPPA) Joint Powers Agreement Amendments; Chief Klyn briefly explained the recent changes to the TPPA agreement.
Moved to Approve: Director Doss Seconded: Director Blake
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0

- b. Treasurer Massman explained the 'Recognition of Unanticipated Revenue' in the amount of approximately \$279,000 (revised down from \$281,000 which was on the agenda) to be received from OES for strike team deployments which will be credited to 550 459119 State Emergency Firefighting. Various expense accounts will be increased to cover unanticipated expenses, and the remaining funds will be used to increase Appropriations for Contingencies as indicated on the attached form that is in the meeting record. (4/5 vote required)
Moved to Approve: Director Blake Seconded: Director Doss
Ayes: 5 Noes: 0 Absent: 0 Abstain: 0
- c. Potential future lease of apparatus; Director Doss went over the financing quotes that are in the meeting record and explained the **benefits** of a new Type 3 which would be purchased through a CAL FIRE contract tag-along. The Board discussed the many options, time frames and financial **considerations**.
The Budget Committee will review the options and make a **recommendation** to the Board.
- d. 2021 New Laws Series, Part 8: The Brown Act Meets Social Media -
A CSDA Article (Printed with permission from CSDA) **Regarding** AB 992 Open meetings: local agencies: social media, **effective** 01/01/2021; Chief Klyn briefly went over the new additions to the Brown Act **regarding** social media. Office Manager Dahlin let the Board know that CSDA is holding a **webinar** on the **topic** on January 14th and the registration information is in the meeting packet.
12. 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. There were no reports and no requests for future agenda items.
13. Final audience comments: There were none.
14. Adjournment: 8:43 PM

Approved by the District Board of Directors in the meeting assembled February 9, 2021.

President McDonald

COMING SOON 2021 new member benefits



**California Special
Districts Association**
Districts Stronger Together

**FREE
WEBINARS**



ALL WEBINARS FREE FOR CSDA MEMBERS – UNLIMITED!

Once your membership renewal has been received, beginning in January 2021 you, your agency board members, and staff can start accessing FREE, live, and on-demand webinars all year long!

VALUE=\$99 PER WEBINAR/PER PERSON.



**FREE
SALARY
SURVEY**

SALARY SURVEY FREE FOR CSDA MEMBERS!

The CSDA Administrative Salary & Benefits Survey and access to all online results is moving from a paid subscription service to FREE for all CSDA Members. Just participate in the survey and your district will have access to data from hundreds of districts!

VALUE=\$475 ANNUALLY
RESULTS FOR FISCAL YEAR 2019/2020 WILL BE
AVAILABLE IN EARLY 2021.



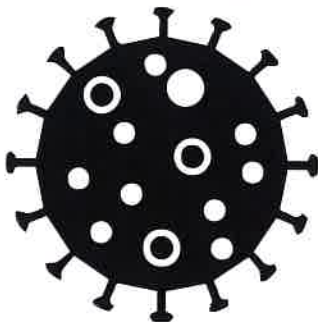
**FREE
ACCESS
FOR ALL**

CSDA BENEFITS ARE AVAILABLE TO ALL DISTRICT STAFF AND BOARD MEMBERS!

Get your staff and board members engaged and signed up to receive critical information from CSDA. All CSDA member benefits are available to your entire district's staff and board members.

CONTACT CSDA.AT MEMBERSHIP@CSDA.NET
TO ADD INDIVIDUALS AND/OR UPDATE YOUR
DISTRICT'S ROSTER.

CSDA'S 2020 RESPONSE TO COVID-19



QUICK RESPONSE TO THE PANDEMIC

- Activated & led the National Special Districts Coalition (NSDC)
- H.R. 7073 & S.4308 - Coordinated the introduction of 2 special district specific federal bills to provide districts with relief funding
- Worked to develop & propose a first-ever federal definition for special districts
- Developed numerous materials to assist members in navigating local, state, and federal directives
- Regular communications to keep CSDA Members informed

**13 webinars
added specific to
COVID response**

**COVID-19 Online
Community developed
to provide real-time
information to members**

NSDC
NATIONAL SPECIAL DISTRICTS COALITION

Activated & led the National Special Districts Coalition (NSDC) efforts that would secure relief funding for special districts.



330+

Take Action letters
sent on federal
legislation.



Outreach &
briefings to 53+
CA congressional
offices



78+ coalition
partners
nationwide in
support of efforts



COVID RESOURCE PAGE DEVELOPED ON CSDA.NET

- Guidance
- Timely information
- Input and surveys
- Take Action requests

CSDA'S 2020 HIGHLIGHTS

56+

JOINED CSDA
IN 2020

1,250 +

organizations using
member services



Chat online with CSDA
Member Services
Representatives added
at csda.net



**MEMBER
RESOURCES**

AllPaid: Save \$ on payment processing

**Propositions 26 & 218 Guide
for Special Districts**



About Special Districts awareness
guide developed



**BUSINESS
AFFILIATES**

DIAMOND LEVEL

- CSDA Finance Corporation
- Special District Risk Management Authority

PLATINUM LEVEL

- Atkinson, Andelson, Loya, Ruud & Romo
- Best Best & Krieger
- Liebert Cassidy Whitmore
- Richard Watson Gershon
- Umpqua Bank

REPRESENTING MEMBERS IN THE CAPITOL

CSDA ADVOCACY ACTIVITY:
2019-2020 LEGISLATIVE CYCLE

5,400 +
BILLS REVIEWED



- **Actively tracked 1,456 bills**
- **Directly lobbied 252 bills**

SB 931

**STOPPED NEW BOARD
AGENDA MANDATE**

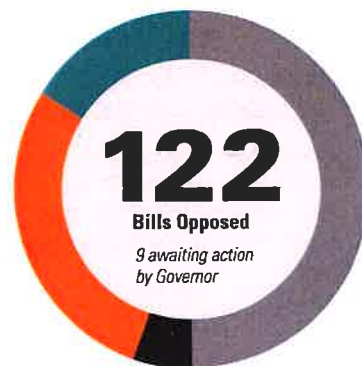
AB 2093

**BLOCKED COSTLY
TWO-YEAR E-MAIL
RETENTION MANDATE**



BILLS SUPPORTED

- 32 – Signed into law
- 5 – Amended to remove support
- 5 – Vetoed
- 75 – Failed passage



BILLS OPPOSED

- 15 – Signed into law
- 26 – Amended to remove opposition
- 7 – Vetoed
- 65 – Failed passage



**2020 ADVOCACY
ACCOMPLISHMENTS**

- Sponsored Reinstatement of Short-Term District Loan Option (AB 2107)
- Secured Special District Eligibility for \$50 Million Fund to Prepare for Public Safety Power Shutoffs (SB 74)
- Secured Amendment to Allow Business to Business Exemption from AB 5 for Districts Using Independent Contractors (AB 2257)
- Defeated Effort to Eviscerate Association-Related Resources for Public Agencies (AB 315)

**PROTECTED
DEVELOPMENT
IMPACT FEE
REVENUES**

10+
BILLS

15



**REPRESENTING DISTRICTS
IN THE COURTS**

Actively tracked 15 cases in state and federal appellate courts involving legal issues with an impact on special districts.

CSDA seeks desired legal outcomes for special districts by filing amicus or "friend-of-the court" briefs in these cases of interest:

- 4 briefs filed on behalf of special districts as of September 2020
- 4 pending for filing by year end

TAKING ACTION & ENGAGING MEMBERS

- 240 average district position letters on CSDA Calls-to-Action
- 600 individual special districts visits
- 40+ chapter meetings
- Met with 60+ legislative district offices and 40 LAFCO offices



**SB 1431 PREVENTED PROPERTY TAX
POSTPONEMENT EXECUTIVE
ORDER AND COVID-19 VALUE
REASSESSMENT**

2 new
AFFILIATED CHAPTERS



DELIVERING ESSENTIAL INFORMATION & EDUCATION

16+



16+ workshops
transitioned from
in-person to
online education

220+

Attendees at Virtual
Special Districts
Legislative Days

18

Developed 18
'Exhibitor Series'
webinars connecting
districts with CSDA
Business Affiliate Members



4,500+
TRAINED

ANNUAL TRAINING
SERIES



MI-WUK SUGAR PINE FIRE PROTECTION DISTRICT

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

Chiefs Notes For January 2021

1. Big THANKS to Fred at Chevron (Discount Auto) in Sierra Village. He is always quick to help us even when he is over his head in work, which is always. He got our Engine out of the deep snow when stuck responding to a call. His plow got stuck too, so he had to get his tractor. He got the engine back on the road to run calls.
2. Station generator developed a coolant leak while running and overheated. Station now hooked into a rental generator from Berry Electric. He is looking into repairs for our generator.
3. One donated training car out back, two more to be donated shortly. As soon as they are cut up, they will be hauled off.
4. 16 SCBA cylinders (enough for two engines to be in service) were obtained through regional grant to keep us in service until new equipment is obtained. All old cylinders have been removed from apparatus and will likely be sent to Mexico.
5. Incident breakdown for January:
 - a. 132 incidents-
 - b. 69 in District
 - c. 63 out of District
 - d. 26 EMS (Emergency Medical Service)
 - e. 05 MVA (Motor Vehicle Accident)
 - f. 13 Fires
 - g. 24 PSA (Public Service Assist)
 - h. 58 Emergency Standby
 - i. 4 Smoke Checks

TRIAL BALANCE

BY FUND

Selection Criteria:

Fiscal Year 2021 Period 6 (December)

Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
100100	Equity In Treasurers Pooled Ca	72.42	16.94	89.36
100400	Petty Cash	500.00	0.00	500.00
120000	Land	73,132.00	0.00	73,132.00
122000	Buildings And Improvements	731,393.11	0.00	731,393.11
124000	Equipment	439,240.10	0.00	439,240.10
127000	Accum Depreciation-Bldgs & Imp	-310,331.00	0.00	-310,331.00
129100	Accum Depreciation-Equipment	-127,785.92	0.00	-127,785.92
	Total Assets	806,220.71	16.94	806,237.65
201210	Notes Payable-Current	-28,220.28	0.00	-28,220.28
202100	Accounts Payable	0.00	0.00	0.00
202200	Sales Tax Payable	-56.73	0.00	-56.73
203150	Payroll Clearing Account	0.00	0.00	0.00
203210	Salaries & Benefits Payable	-5,254.71	-3,844.78	-9,099.49
203215	Accrued Vacation	-8,147.00	0.00	-8,147.00
203225	Accrued Sick	-6,425.00	0.00	-6,425.00
203500	Federal Withholding Payable	-803.79	-168.69	-972.48
203600	FICA Payable	-1,072.16	-685.24	-1,757.40
203700	State Withholding Payable	-267.79	-17.08	-284.87
203935	Deferred Compensation Benefits	-75.00	-37.50	-112.50
203945	SDI Payable	-70.08	-67.75	-137.83
205310	Advances to Other Funds	-234,000.00	172,700.00	-61,300.00
221005	Notes Payable-Long Term	-156,948.46	0.00	-156,948.46
	Total Liabilities	-441,341.00	167,878.96	-273,462.04
262010	Agency Obligation	-12,027.50	0.00	-12,027.50
280600	Capital Assets, net	-805,648.29	0.00	-805,648.29
	Total Fund Balance	-817,675.79	0.00	-817,675.79
411110	Ppty Taxes -Current Secured	-18,632.53	-83,472.83	-102,105.36
412110	Ppty Taxes - Current Unsecured	-3,959.63	0.00	-3,959.63
416110	Supplemental Property Taxes -	0.00	-569.44	-569.44
441110	Interest Income	-331.37	3.41	-327.96
458110	State - Homeowners' Property T	-178.50	-743.63	-922.13
459119	State - Emergency Fire Fightin	20,881.00	0.00	20,881.00
469840	Other Govs- San Francisco	0.00	-613.00	-613.00
471211	Benefit Assessments-Fire Assmt	0.00	-154,908.62	-154,908.62
483110	Miscellaneous Income	-40.00	0.00	-40.00
483111	Misc Income - Reimbursements	-337.92	-110.33	-448.25
489107	California Fire Foundation	-15,000.00	0.00	-15,000.00
491110	Sale Of Fixed Assets	-1,500.00	0.00	-1,500.00
496000	Donations	-25.00	0.00	-25.00
496060	Donations- Auxiliary-Utilities	-1,244.25	-263.94	-1,508.19
496063	Donations- Auxiliary- Clothing	0.00	-12,851.25	-12,851.25
496065	Donations- Auxiliary- Misc	-1,601.31	-240.86	-1,842.17
	Total Revenue	-21,969.51	-253,770.49	-275,740.00
511110	Regular Salaries	319,851.58	20,276.80	340,128.38
511132	Recruitment Expense	399.00	250.00	649.00
511140	Salaries - Termination	1,307.88	0.00	1,307.88
511153	Part-Time/Reserve Salaries	25,376.03	5,465.41	30,841.44
511160	Overtime Salaries	36,704.60	2,034.06	38,738.66
512225	Life Insurance	67.50	2,283.50	2,351.00
512310	Workers Compensation Insurance	14,736.76	0.00	14,736.76
512410	F.I.C.A.	29,317.90	2,124.91	31,442.81
512420	Unemployment Insurance	625.00	125.00	750.00

TRIAL BALANCE

BY FUND

Selection Criteria:

Fiscal Year 2021 Period 6 (December)

Fund 9030 Mi-Wuk Fire District

<u>Account</u>	<u>Description</u>	<u>Beginning</u>	<u>Net Activity</u>	<u>Ending</u>
521210	Clothing & Personal Supplies	3,349.61	43,631.50	46,981.11
521310	Communications	1,346.82	269.23	1,616.05
521425	Food - Other	109.98	46.93	156.91
521510	Household Expense	980.47	304.04	1,284.51
521610	Insurance	6,581.00	0.00	6,581.00
522110	Maintenance Equipment	2,172.22	53.83	2,226.05
522120	Maint Equip-Vehicles	4,296.38	142.60	4,438.98
522122	Maint- Vehicles- Internal	229.73	0.00	229.73
522177	Fire Extinguisher Testing	129.73	0.00	129.73
522510	Maintenance - Buildings & Imps	632.48	1,385.00	2,017.48
522512	Maintenance - Grounds	1,521.34	101.07	1,622.41
523210	Dues & Memberships	148.75	1,586.00	1,734.75
525110	Office Expense	432.06	226.84	658.90
525140	Office Expense - Photocopy	547.25	37.17	584.42
525150	Office Expense - Postage	212.45	45.20	257.65
526110	P S & S-Professional Services	3,866.80	3,091.00	6,957.80
526124	P S & S-Auditor-Controller	971.25	189.00	1,160.25
527210	Rents & Leases-Equipment	606.75	79.26	686.01
527410	Small Tools	104.90	0.00	104.90
528110	Special Departmental Expense	6.90	86.83	93.73
529110	Transp. & Travel - Fuel	6,410.83	584.00	6,994.83
529130	Trans. & Travel - Private Auto	161.24	41.75	202.99
529140	Travel	117.56	0.00	117.56
529210	Utilities	3,722.80	637.44	4,360.24
529910	Expendable Equipment	1,619.39	0.00	1,619.39
598410	Interest - Long-Term Debt	6,100.65	0.00	6,100.65
598420	Interest - Internal Borrowing	0.00	776.22	776.22
	Total Expenditures	474,765.59	85,874.59	560,640.18
822	Overtime Hours	1,244.40	62.60	1,307.00
850	Vacation Taken	282.00	43.20	325.20
852	Sick Leave	101.60	43.20	144.80
860	Vacation Leave Pay Off	72.55	0.00	72.55
862	Sick Leave Payoff	6.00	0.00	6.00
	Total Non-Budgetary Expenditures	1,706.55	149.00	1,855.55
		1,706.55	149.00	1,855.55

Report ID: TCGL0012R

PeopleSoft
ORGANIZATION BUDGET STATUSPage No. 1
Run Date 01/27/2021
Run Time 09:34:40Fiscal Year: 2021 As of: 12-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Revenue

Mi Wuk Fire

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Amount Received	Remaining Amount	Percent Remaining
9030	204500	0000	411110	Ppty Taxes -Current Secured	187,884.00	83,472.83	102,105.36	85,778.64	45.66
9030	204500	0000	412110	Ppty Taxes - Current Unsecured	4,291.00	0.00	3,959.63	331.37	7.72
9030	204500	0000	414110	Ppty Taxes - Prior Unsecured	82.00	0.00	0.00	82.00	100.00
9030	204500	0000	416110	Supplemental Property Taxes -	2,301.00	569.44	569.44	1,731.56	75.25
				Total Taxes	194,558.00	84,042.27	106,634.43	87,923.57	45.19
9030	204500	0000	441110	Interest Income	1,500.00	-3.41	327.96	1,172.04	78.14
				Total Revenue From Use of Money And	1,500.00	-3.41	327.96	1,172.04	78.14
9030	204500	0000	458110	State - Homeowners' Property T	2,027.00	743.63	922.13	1,104.87	54.51
				Total State Revenues	2,027.00	743.63	922.13	1,104.87	54.51
9030	204500	0000	469840	Other Govs- San Francisco	613.00	613.00	613.00	0.00	0.00
				Total Federal Revenues	613.00	613.00	613.00	0.00	0.00
9030	204500	0000	471211	Benefit Assessments-Fire Assmt	285,413.00	154,908.62	154,908.62	130,504.38	45.72
				Total Charges for Services	285,413.00	154,908.62	154,908.62	130,504.38	45.72
9030	204500	0000	483110	Miscellaneous Income	40.00	0.00	40.00	0.00	0.00
9030	204500	0000	483111	Misc Income - Reimbursements	0.00	0.00	0.00	0.00	0.00
				Total Miscellaneous Revenues	40.00	0.00	40.00	0.00	0.00
9030	204500	0000	491110	Sale Of Fixed Assets	0.00	0.00	1,500.00	-1,500.00	0.00
9030	204500	0000	496000	Donations	0.00	0.00	25.00	-25.00	0.00
				Total Other Financing Sources	0.00	0.00	1,525.00	-1,525.00	0.00
				Department Total	484,151.00	240,304.11	264,971.14	219,179.86	45.27

Report ID: TCGL0012R

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 2
Run Date 01/27/2021
Run Time 09:34:41

Fiscal Year: 2021 As of: 12-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 550 Revenue

MI Wuk- Special Projects

<u>Fund</u>	<u>Dept.</u>	<u>Program</u>	<u>Account</u>	<u>Description</u>	<u>Budgeted Amount</u>	<u>Current Period</u>	<u>Amount Received</u>	<u>Remaining Amount</u>	<u>Percent Remaining</u>
9030	204550	0000	459119	State - Emergency Fire Fightin	234,527.00	0.00	-20,881.00	255,408.00	108.90
				Total State Revenues	234,527.00	0.00	-20,881.00	255,408.00	108.90
9030	204550	0000	469207	Fed- VFA Grant	15,585.00	0.00	0.00	15,585.00	100.00
				Total Federal Revenues	15,585.00	0.00	0.00	15,585.00	100.00
9030	204550	0000	483111	Misc Income - Reimbursements	3,500.00	110.33	448.25	3,051.75	87.19
9030	204550	0000	489107	California Fire Foundation	15,000.00	0.00	15,000.00	0.00	0.00
				Total Miscellaneous Revenues	18,500.00	110.33	15,448.25	3,051.75	16.50
9030	204550	0000	496060	Donations- Auxiliary-Utilities	4,900.00	263.94	1,508.19	3,391.81	69.22
9030	204550	0000	496063	Donations- Auxiliary- Clothing	3,358.00	12,851.25	12,851.25	-9,493.25	-282.71
9030	204550	0000	496065	Donations- Auxiliary- Misc	13,650.00	240.86	1,842.17	11,807.83	86.50
				Total Other Financing Sources	21,908.00	13,356.05	16,201.61	5,706.39	26.05
				Department Total	290,520.00	13,466.38	10,768.86	279,751.14	96.29
				Fund Total	774,671.00	253,770.49	275,740.00	498,931.00	64.41

End of Report

Report ID: TCGL0012

PeopleSoft
ORGANIZATION BUDGET STATUSPage No. 1
Run Date 01/27/2021
Run Time 09:34:40

Fiscal Year: 2021 As of: 12-31-2020

Fund: 9030

Department: %

Beg. Account: % to 999999

Program Code: %

Dept 500 Expense

Mi Wuk Fire

Target
50%

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
9030	204500	0000	511110	Regular Salaries	215,000.00	20,276.80	0.00	98,134.14	116,865.86	54.36
9030	204500	0000	511132	Recruitment Expense	2,810.00	250.00	0.00	649.00	2,161.00	76.90
9030	204500	0000	511140	Salaries - Termination	1,038.00	0.00	0.00	1,307.88	-269.88	-26.00
9030	204500	0000	511153	Part-Time/Reserve Salaries	73,000.00	5,465.41	0.00	30,841.44	42,158.56	57.75
9030	204500	0000	511160	Overtime Salaries	55,000.00	2,034.06	0.00	38,738.66	16,261.34	29.57
9030	204500	0000	512215	Employee Physicals	200.00	0.00	0.00	0.00	200.00	100.00
9030	204500	0000	512225	Life Insurance	2,722.00	2,283.50	0.00	2,351.00	371.00	13.63
9030	204500	0000	512310	Workers Compensation Insurance	14,737.00	0.00	0.00	14,736.76	0.24	0.00
9030	204500	0000	512320	Sheriff (4850) Salaries	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	512410	F.T.C.A.	26,319.00	2,124.91	0.00	23,405.21	2,913.79	11.07
9030	204500	0000	512420	Unemployment Insurance	1,500.00	125.00	0.00	750.00	750.00	50.00
				Total Salaries and Employee Benefits	392,326.00	32,559.68	0.00	210,914.09	181,411.91	46.24
9030	204500	0000	521210	Clothing & Personal Supplies	1,000.00	195.25	0.00	3,544.86	-2,544.86	-254.49
9030	204500	0000	521310	Communications	4,088.00	269.23	0.00	1,616.05	2,471.95	60.47
9030	204500	0000	521425	Food - Other	255.00	0.00	0.00	0.00	255.00	100.00
9030	204500	0000	521510	Household Expense	1,100.00	110.11	0.00	466.29	633.71	57.61
9030	204500	0000	521610	Insurance	6,581.00	0.00	0.00	6,581.00	0.00	0.00
9030	204500	0000	522110	Maintenance Equipment	3,600.00	53.83	0.00	2,226.05	1,373.95	38.17
9030	204500	0000	522120	Maint Equip-Vehicles	12,000.00	142.60	0.00	4,438.98	7,561.02	63.01
9030	204500	0000	522122	Maint- Vehicles- Internal	3,500.00	0.00	0.00	229.73	3,270.27	93.44
9030	204500	0000	522177	Fire Extinguisher Testing	340.00	0.00	0.00	129.73	210.27	61.84
9030	204500	0000	522510	Maintenance - Buildings & Imps	2,372.00	1,385.00	0.00	1,767.48	604.52	25.49
9030	204500	0000	522512	Maintenance - Grounds	50.00	101.07	0.00	1,622.41	-1,572.41	-3,144.82
9030	204500	0000	523210	Dues & Memberships	3,293.00	1,586.00	0.00	1,734.75	1,558.25	47.32
9030	204500	0000	525110	Office Expense	1,000.00	226.84	0.00	500.55	499.45	49.95
9030	204500	0000	525140	Office Expense - Photocopy	700.00	37.17	0.00	238.22	461.78	65.97
9030	204500	0000	525150	Office Expense - Postage	400.00	45.20	0.00	257.65	142.35	35.59
9030	204500	0000	526106	P S & S - Tax Admin Fee	5,088.00	0.00	0.00	0.00	5,088.00	100.00
9030	204500	0000	526107	P S & S -Tax Parcel Fee	4,052.00	0.00	0.00	0.00	4,052.00	100.00
9030	204500	0000	526110	P S & S-Professional Services	9,720.00	3,091.00	0.00	6,957.80	2,762.20	28.42
9030	204500	0000	526124	P S & S-Auditor-Controller	2,500.00	189.00	0.00	1,160.25	1,339.75	53.59
9030	204500	0000	527110	Publications & Legal Notices	175.00	0.00	0.00	0.00	175.00	100.00
9030	204500	0000	527210	Rents & Leases-Equipment	1,450.00	79.26	0.00	686.01	763.99	52.69
9030	204500	0000	527310	Rents & Leases - Bldgs & Impro	135.00	0.00	0.00	0.00	135.00	100.00
9030	204500	0000	527410	Small Tools	300.00	0.00	0.00	104.90	195.10	65.03
9030	204500	0000	528110	Special Departmental Expense	1,000.00	86.83	0.00	93.73	906.27	90.63
9030	204500	0000	528184	SDE-Awards & Certificates	50.00	0.00	0.00	0.00	50.00	100.00
9030	204500	0000	529110	Transp. & Travel - Fuel	10,000.00	438.70	0.00	2,975.04	7,024.96	70.25
9030	204500	0000	529120	Travel - Training And Seminars	2,500.00	0.00	0.00	0.00	2,500.00	100.00
9030	204500	0000	529130	Trans. & Travel - Private Auto	450.00	41.75	0.00	202.99	247.01	54.89
9030	204500	0000	529140	Travel	100.00	0.00	0.00	0.00	100.00	100.00

Report ID: TCGL0012

PeopleSoft
ORGANIZATION BUDGET STATUS

Page No. 2
Run Date 01/27/2021
Run Time 09:34:40

Fiscal Year: 2021 As of: 12-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 500 Expense

Mi Wuk Fire

Target
50%

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
9030	204500	0000	529210	Utilities	9,300.00	382.46	0.00	2,911.11	6,388.89	68.70
9030	204500	0000	529910	Expendable Equipment	0.00	0.00	0.00	1,335.10	-1,335.10	0.00
				Total Services and Supplies	87,099.00	8,461.30	0.00	41,780.68	45,318.32	52.03
9030	204500	0000	542200	Buildings & Improvements	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	543000	Vehicles	0.00	0.00	0.00	0.00	0.00	0.00
				Total Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	559000	Fixed Asset Contra Account	0.00	0.00	0.00	0.00	0.00	0.00
				Total Fixed Assets	0.00	0.00	0.00	0.00	0.00	0.00
9030	204500	0000	598410	Interest - Long-Term Debt	34,643.00	0.00	0.00	6,100.65	28,542.35	82.39
9030	204500	0000	598420	Interest - Internal Borrowing	0.00	776.22	0.00	776.22	-776.22	0.00
				Total Depreciation	34,643.00	776.22	0.00	6,876.87	27,766.13	80.15
9030	204500	0000	691110	Appropriation For Contingencie	122,267.00	0.00	0.00	0.00	122,267.00	100.00
9030	204500	0000	691170	Contingencies- Long Term Debt	156,948.00	0.00	0.00	0.00	156,948.00	100.00
				Total Appropriation for Contingencie	279,215.00	0.00	0.00	0.00	279,215.00	100.00
				Department Total	793,283.00	41,797.20	0.00	259,571.64	533,711.36	67.28

Report ID: TCGL0012

PeopleSoft
ORGANIZATION BUDGET STATUSPage No. 3
Run Date 01/27/2021
Run Time 09:34:49Fiscal Year: 2021 As of: 12-31-2020
Fund: 9030
Department: %
Beg. Account: % to 999999
Program Code: %

Dept 550 Expense

MI Wuk- Special Projects

Fund	Dept.	Program	Account	Description	Budgeted Amount	Current Period	Encumbered Amount	Expended Amount	Remaining Amount	Percent Remaining
9030	204550	0000	511110	Regular Salaries	108,689.00	0.00	0.00	241,994.24	-133,305.24	-122.65
9030	204550	0000	512310	Workers Compensation Insurance	5,869.00	0.00	0.00	0.00	5,869.00	100.00
9030	204550	0000	512410	F.I.C.A.	8,315.00	0.00	0.00	8,037.60	277.40	3.34
				Total Salaries and Employee Benefits	122,873.00	0.00	0.00	250,031.84	-127,158.84	-103.49
9030	204550	0000	521210	Clothing & Personal Supplies	33,943.00	43,436.25	0.00	43,436.25	-9,493.25	-27.97
9030	204550	0000	521310	Communications	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	521425	Food - Other	600.00	46.93	0.00	156.91	443.09	73.85
9030	204550	0000	521510	Household Expense	2,050.00	193.93	0.00	818.22	1,231.78	60.09
9030	204550	0000	522110	Maintenance Equipment	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	522120	Maint Equip-Vehicles	500.00	0.00	0.00	0.00	500.00	100.00
9030	204550	0000	522510	Maintenance - Buildings & Imps	500.00	0.00	0.00	250.00	250.00	50.00
9030	204550	0000	523210	Dues & Memberships	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	525110	Office Expense	300.00	0.00	0.00	158.35	141.65	47.22
9030	204550	0000	525140	Office Expense - Photocopy	200.00	0.00	0.00	346.20	-146.20	-73.10
9030	204550	0000	528110	Special Departmental Expense	0.00	0.00	0.00	0.00	0.00	0.00
9030	204550	0000	529110	Transp. & Travel - Fuel	4,700.00	145.30	0.00	4,019.79	680.21	14.47
9030	204550	0000	529140	Travel	0.00	0.00	0.00	117.56	-117.56	0.00
9030	204550	0000	529210	Utilities	4,900.00	254.98	0.00	1,449.13	3,450.87	70.43
9030	204550	0000	529910	Expendable Equipment	10,000.00	0.00	0.00	284.29	9,715.71	97.16
				Total Services and Supplies	57,693.00	44,077.39	0.00	51,036.70	6,656.30	11.54
				Department Total	180,566.00	44,077.39	0.00	301,068.54	-120,502.54	-66.74
				Fund Total	973,849.00	85,874.59	0.00	560,640.18	413,208.82	42.43

End of Report

Cash on Hand by Month

	FY 20/21	FY 19/20	FY 18/19	FY 17/18	FY 16/17	FY 15/16	FY 14/15
Jul 31	\$ 139,966.78	\$ 202,670.42	\$ 160,788.10	\$ 125,178.72	\$ 102,836.45	\$ 91,027.21	\$ 98,475.15
Aug 31	\$ 109,571.47	\$ 158,568.34	\$ 77,662.37	\$ 90,372.49	\$ 65,207.79	\$ 56,481.78	\$ 55,133.05
Sep 30	\$ 94.93	\$ 97,354.43	\$ 30,713.08	\$ 64,183.33	\$ 46,469.69	\$ 26,082.37	\$ 15,583.75
Oct 31	\$ 73.81	\$ 43,783.05	\$ 51.87	\$ 35,625.92	\$ 20,695.14	\$ 54.93	\$ 91.48
Nov 30	\$ 72.42	\$ 59.18	\$ 72.52	\$ 25,495.92	\$ 28,413.14	\$ 117.19	\$ 33.08
Dec 31	\$ 89.36	\$ 140,891.71	\$ 185,032.02	\$ 197,024.76	\$ 174,746.43	\$ 150,895.35	\$ 143,297.01
Jan 31		\$ 87,320.27	\$ 172,709.26	\$ 198,245.16	\$ 148,725.48	\$ 123,196.88	\$ 107,361.47
Feb 28		\$ 101,410.30	\$ 129,344.83	\$ 161,654.76	\$ 113,087.15	\$ 93,346.87	\$ 80,807.04
Mar 31		\$ 120,130.72	\$ 137,982.68	\$ 135,241.04	\$ 66,058.64	\$ 27,117.75	\$ 51,204.32
Apr 30		\$ 264,014.83	\$ 275,251.54	\$ 272,357.19	\$ 214,194.29	\$ 98,760.14	\$ 165,464.83
May 31		\$ 224,705.05	\$ 271,468.33	\$ 245,512.31	\$ 193,849.35	\$ 69,401.49	\$ 150,907.81
Jun 30		\$ 209,376.59	\$ 256,825.82	\$ 225,419.40	\$ 180,850.91	\$ 166,612.59	\$ 147,732.11

Significant impacts on December cash:

- Repayed \$172,700 of the loan from the County for a total remaining of \$61,300
- Received \$85,399 in property tax revenue
- Received \$154,909 in Benefit Assessments
- OES Reimbursements of \$20,881 for June Deployments not yet received.
- Strike team wages paid YTD - \$241,994
- Paid \$43,436 for structure turnouts and boots - 100% funded by Auxiliary & VFA and CFF grants
- Paid \$1385 for duct cleaning
- Paid \$2270 for annual umbrella life insurance policy
- Paid \$2975 for annual audit services
- Paid \$1586 for annual District membership to CSDA

MEMORANDUM OF UNDERSTANDING

REGIONAL GRANT FUNDING APPLICATION FOR SELF CONTAINED BREATHING APPARATUS (SCBA)

This Memorandum of Understanding ("MOU") is dated as of January_____ 2021 and is entered into by and between Twain Harte Community Service District Fire Division, a municipal corporation, by and through its Fire department (THFD) and the City of Sonora Fire Department, Mi Wuk Sugar Pine Fire Protection District, Tuolumne Fire Protection District, and Columbia Fire Protection District (collectively referred to as the "PARTIES").

RECITALS

WHEREAS, the US Department of Homeland Security ("DHS"), Federal Emergency Management Agency ("FEMA"), and Grant Programs Directorate ("GPD") have implemented a grant program, Assistance to Firefighters Grant ("AFG"), to provide assistance to fire departments and related organization for critically needed resources to protect the public, train emergency personnel, foster interoperability, and support community resilience; and

WHEREAS, the Twain Harte Community Service District, Fire Division will apply for the Grant for the purpose of purchasing Self Contained Breathing Apparatus for all parties (collectively referred to as "Grant Funded Equipment"): and

WHEREAS, the Twain Harte Fire Department, City of Sonora Fire Department, Mi Wuk Sugar Pine FPD, Tuolumne FPD, and Columbia FPD (each individually a "Partner Agency" and collectively referred to as "Partner Agencies") each desired to participate in the regional AFG application as a Partner Agency and benefit from the AFG Grant Funded Equipment; and

WHEREAS, the Twain Harte Fire Department ("THFD" or "Partner Agency") has agreed to serve as a host agency to receive the Grant Funded Equipment on behalf of the various Partner Agencies.

NOW THEREFORE, the Parties hereto agree as follows:

A. TWAIN HARTE FIRE DEPARTMENT RESPONSIBILITIES

1. As the host agency and regional applicant for a regional project, THFD agrees that if it is awarded the 2020 AFG ("Grant"), it will be responsible for all aspects of administering and managing the Grant. This includes, but is not limited to, cost-share, accountability for the assets, and all reporting requirements in the regional application.
2. Upon notification by AFG Program Office, THFD, as the host agency, will not distribute Grant funded assets or provide Grant-funded contractual service to a non-compliant Partner Agency.
3. In its role as a host agency, THFD shall comply with all of the applicable terms, requirements, and conditions in the Fiscal Year 2020 Notice of Funding Opportunity

Announcement, which is attached hereto as EXHIBIT A and incorporated herein by this reference.

4. Upon award of the Grant, THFD will purchase the Grant Funded Equipment. THFD will follow its established purchasing procedures and will invite multiple SCBA vendors to participate in a demonstration and evaluation process; with the process, the THFD and Partner Agencies will vote on the specific manufacturer of SCBA for purchase. If a single SCBA manufacturer cannot be agreed upon, the SCBA spec and model's final decision will be selected by THFD and at THFD's sole discretion.
5. After selecting the vendor and before ordering the Grant Funded Equipment, THFD will provide each Partner Agency with the estimated amount of the Partner Agency's matching funds.
6. THFD will order and receive the Grant Funded Equipment once THFD receives each of the Partner Agency's estimated matching funds.
7. Upon receipt of the vendor's final invoice, THFD will determine each partner Agency's actual matching funds. THFD and each Partner Agency shall reconcile any differences from the estimated matching funds paid before or at the time of delivery of the Grant Funded Equipment.

B. PARTNER AGENCY RESPONSIBILITIES

Each partner Agency that signs this MOU understands and agrees that as part of the 2020 Assistance to Firefighter Grant Program Regional SCBA Grant hosted by THFD, each Partner Agency shall be subject to and abide by the following terms and conditions:

1. Each Partner Agency shall comply with all of the applicable terms, requirements, and conditions in the Fiscal Year 2020 Notice of Funding Opportunity Announcement.
2. Each Partner Agency shall solely responsible to THFD and/or OHS, FEMA, and GPO for any fines, penalties, or other damages or costs imposed or incurred by reason of Partner Agency's failure to follow the terms, required, and conditions of the Fiscal Year 2020 Notice of Funding Opportunity Announcement.
3. Each Partner Agency shall provide a five percent (5%) funding match for its share of the Grant Funded Equipment at THFD's discretion. Each Partner Agency shall pay the estimated five percent (5%) funding match to THFD ordering the Grant Funded Equipment. Any overpayments or underpayments based on the final invoice from the vendor shall be reconciled between THFD and each Partner Agency prior to or at the time of delivery of the Grant Funded Equipment to THFD.

4. Partner Agencies may not request any of the equipment requested in this Grant in any other Assistance to Firefighter grant during Fiscal Year 2020.
5. Each Partner Agency understands and agrees that its exact cost match is not available at this time and will only be finalized if the Grant is awarded and once the equipment is received and the final invoice issued.
6. Each Partner Agency understands and agrees that a more detailed agreement of memorandum of understanding may be prepared, if necessary, at the time of award spelling out additional terms or conditions required by DHS or FEMA.

C. GENERAL

1. The effective date of this MOU may be different for each Partner Agency. The effective date for each Partner Agency shall be the date this MOU is signed by that particular Partner Agency.
2. This MOU may be signed in counterparts, each of which shall be an original, with the same effects as if the signature thereto and hereto were upon the same instrument.
3. Distribution of Grant Funded Equipment is contingent upon THFD or the Twain Harte Community Service District receiving the Grant award and the amount of any such award
4. As participants of a regional AFG application, the Parties to this MOU must comply with AFG requirements, including being current with past grants, closeouts, and other reporting requirements.
5. This is solely an MOU to distribute Grant Funded Equipment. THFD and the Twain Harte Community Service District **ASSUME NO RESPONSIBILITY FOR THE GRANT FUNDED EQUIPMENT ITSELF, ITS FITNESS OR SUITABILITY FOR A PARTICULAR PURPOSE, ITS QUALITY, OPERATIONS, CARE MAINTENANCE, OR ANYTHING RELATED TO THE PERFORMANCE OF THE GRANT FUNDED EQUIPMENT.**
6. Each Partner Agency acknowledges and agrees that any Grant Funded Equipment it receives through this Grant opportunity shall be in its "AS-IS" condition. Partner Agency waives any rights it may have against the THFD or the Twain Harte Community Service District arising from or in any way related to this MOU or the receipt or non-receipt, condition, use, performance, or non-performance of or in any other way related to the Grant Funded Equipment.
7. Each Partner Agency shall indemnify and hold harmless THFD and The Twain Harte Community Service District, its commission, department, boards, officers, agents,

employees or volunteers, from and against all actions, causes of actions, damages, costs, liabilities, claims, losses, judgments, penalties and expenses of every type and description, including without limitations any fees and/or costs reasonably incurred by Twain Harte Community Service District /THFD staff attorneys or contract attorneys and any and all cost, fees, and expenses incurred in enforcing this provision, arising out of or in connection with: (i) the receipts or non-receipt, condition, use, performance or non-performance of the Grant Funded Equipment received by the Partner Agency, or in the case of non-receipt, to be received by the Partner Agency; (ii) any injury to or death of any person or damage to or destruction of any property involving in any way, shape, or manner, the Grant Funded Equipment received by the Partner Agency whether to the -person or property of the Partner Agency or any third persons, relating in any manner to any use of the Grant Funded Equipment received by the Partner Agency; or (iii) any failuers by Partner Agency to faithfully observe or perform any of the terms covenants or conditions of this MOU (hereafter collectively referred to as "liabilities") whether or not such liabilities are litigated, settled or reduced to judgment. In the event that a final decision or judgment allocates liability by determining that any portion of damages awarded is attributable to THFD or Twain Harte Community Service District gross negligence or willful misconduct, the THFD or THCSD shall pay a portion of damages which is allocated to THFD or THCSD gross negligence or willful misconduct, provided that THFD or THCSD shall not be liable for any ordinary or passive negligence of THFD or THCSD or any other of its officers, officials, employees, and volunteers.

8. The Partner Agencies shall defend with counsel approved by the THFD and THCSD (which approval shall not be unreasonably withheld), at Partner Agency's sole cost and expense, any action, claim, suit, cause of action or portion thereof which actually or cause of action or portion thereof is or may be groundless, fraudulent or false. The Partner Agency obligation to defend hereunder shall arise at the time such claim is tendered to Partner Agency by THFD and THCSD and shall continue at all times thereafter.
9. This MOU, including all Exhibits attached hereto, represents the Parties' entire understanding as to those matters contained herein. No prior oral or written understanding shall be of any force or effect concerning those matters covered hereunder.

WITNESS THE EXECUTION HEREOR on the day and year written below.

THFD, EIN# 77-0432917

TWAIN HARTE COMMUNITY DISTRICT

By and through its Fire Department

_____ Date: _____

Neil Gamez

Fire Chief

PARTNER AGENCIES

City Of Sonora Fire Department, EIN# 94-6000434

_____ Date: _____

Aimee New

Fire Chief

Mi Wuk Sugar Pine FPD, EIN# 94-2682769

_____ Date: _____

James Klyn

Fire Chief

Tuolumne Fire Protection District, EIN # 52-1655691

_____ Date: _____

Nick Ohler

Fire Chief

Columbia Fire Protection District, EIN# 94-6000547

_____ Date: _____

Mark Ferreira

Fire Chief



**California Special
Districts Association**

Districts Stronger Together

DATE: January 28, 2021

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT A**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2022 - 2024 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent. (See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is March 29, 2021. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@csda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on May 28, 2021. All votes must be received through the system no later than 5:00 p.m. July 16, 2021. The successful candidates will be notified no later than July 20, 2021. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2021.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network Seat A – Ralph Emerson, GM, Garberville Sanitary District*
Sierra Network Seat A – Noelle Mattock, Director, El Dorado Hills Community Services District*
Bay Area Network Seat A – Chad Davisson, GM, Ironhouse Sanitary District*
Central Network Seat A – Vacant
Coastal Network Seat A – Elaine Magner, Director, Pleasant Valley Recreation and Park District*
Southern Network Seat A – Jo MacKenzie, Director, Vista Irrigation District*

This year we will be using a web-based online voting system, allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district May 28, 2021. All votes must be received through the system no later than 5:00 p.m. July 16, 2021.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail Amberp@csda.net by **March 29, 2021** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on May 28, 2021 per district request only. ALL ballots must be received by CSDA no later than 5:00 p.m. July 16, 2021.

The successful candidates will be notified no later than July 20, 2021. All selected Board Members will be introduced at the Annual Conference in Monterey, CA in August 2021.

(* = Incumbent is running for re-election)

If you have any questions, please contact Amber Phelen at amberp@csda.net.

Bonnie Dahlin

From: Ellen Doughty <memberplus@sdrma.org>
Sent: Wednesday, January 20, 2021 2:02 PM
To: Bonnie Dahlin
Subject: Board Election, Labor Law Posters & Spring Ed Day Registration

Follow Up Flag: Flag for follow up
Flag Status: Flagged



RISK MANAGEMENT NEWS

Property/Liability, Workers' Compensation & Health Benefits for Public Agencies | Established 1986

Board of Directors Election Nominations Open

The **SDRMA Board of Directors 2021 Election** process will begin with Nominations on January 20, 2021. The Nomination Packet is now available in **MemberPlus™** under the NOTIFICATIONS dropdown in accordance with the SDRMA Bylaws and Election Policy.

The nomination filing deadline is Monday, May 3, 2021. Nominees must be a board member or management employee of the SDRMA Member, and the SDRMA Member must be an active member agency of both SDRMA's Property/Liability and Workers' Compensation Programs. Candidates must be nominated by resolution of their member agency's governing body and submit the required documents. Ballots will be posted to **MemberPlus™** in mid-May.

Nomination documents can be downloaded from **MemberPlus™** or by contacting SDRMA at memberplus@sdrma.org or call 800.537.7790.

2021 Labor Law Posters

Each year, SDRMA is pleased to provide our members with the legally required California Labor Law Poster. The 2021 posters have been printed and mailed to each member agency. The complimentary poster represents one of the benefits of our **MemberPlus Services** and combines all the required notices into a single poster. Also, you can obtain an electronic (non-printable) version of the 2021 poster through **MemberPlus™** under the **QUICK LINKS** dropdown.

If you requested additional posters last year, we will automatically ship the same number of additional posters to you in a separate mailing. We have the posters available in English and Spanish.

To request additional posters, please contact our member services team at memberplus@sdrma.org or 800.537.7790.

2021 SPRING EDUCATION DAY

This year, the SDRMA Spring Education Day will be a virtual event on **March 3-4, 2021** and will include both live and recorded sessions.

Free to all SDRMA members, the **SDRMA Spring Education Day** will include risk management training and important coverage information. In addition, the SDRMA Board of Directors will conduct their Annual Membership Meeting that will include current insurance market updates and important upcoming renewal information. SDRMA members who attend the Spring Education Day are eligible to earn **Credit Incentive Points** (CIPs) to reduce their annual contribution for both the Property/Liability and Workers' Compensation Programs.

Don't miss the live keynote presentation: **Managing Difficult People: An Insider's Guide to Gaining Voluntary Compliance with COVID Policies and Beyond.** *In today's polarized world, more and more industries are finding themselves dealing with difficult people and defiant personalities. From COVID-19 policies to the reduction of hours, people are finding plenty of issues to take exception to that is increasingly leading to violent confrontations. In this session, learn from industry-leading expert Adam Coughran the tactics to deal with confrontational personalities and the strategies to gain peaceful, voluntary compliance in virtually any situation.*

[Click here](#) for event details and registration information!

IMPORTANT COVID UPDATES

Don't forget to check **SDRMA MemberPlus™** for important **COVID-19** updates. We recently added frequently asked questions on COVID Reporting for your reference. You can locate the **COVID Reporting FAQs** under the COVID-19 dropdown.

Please contact our claims team at claims@sdrma.org or call 800.537.7790 for assistance.



ALWAYS MEMBER FOCUSED.

800.537.7790 | www.sdrma.org

SDRMA | 1112 I Street Suite 300, Sacramento, CA 95814

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SDRMA BOARD OF DIRECTORS ROLE AND RESPONSIBILITIES

Special District Risk Management Authority (SDRMA) is a public entity Joint Powers Authority established to provide cost-effective property/liability, worker's compensation, health benefit coverages and comprehensive risk management programs for special districts and other public agencies throughout California. SDRMA is governed by a Board of Directors elected from the membership by the programs' members.

Number of Board Members	SDRMA Board of Directors consists of seven Board Members , who are elected at-large from members participating in either program.
Board of Directors' Role	SDRMA Board of Directors provide effective governance by supporting a unified vision, ensuring accountability, and setting direction based on SDRMA's mission and purpose, as well as establishing and approving policy to ensure SDRMA meets its obligations and commitment to its members.
Board of Directors' Responsibilities	Board Member responsibilities include a commitment to: serve as a part of a unified governance body; govern within Board of Directors' policies, standards and ethics; commit the time and energy to be effective; represent and make policy decisions for the benefit, and in the best interest, of all SDRMA members; support collective decisions; communicate as a cohesive Board of Directors with a common vision and voice; and, operate with the highest standards of integrity and trust.
Four Seats For this Election	Elections for Directors are staggered and held every two years, four seats during one election and three seats in the following election. Four seats are up for election this year.
Term of Directors	Directors are elected for four-year terms . Terms for directors elected this election begin January 1, 2022 and end on December 31, 2025.
Board Member Travel Reimbursement	Board Members are reimbursed for reasonable travel and lodging in accordance with SDRMA Board Ordinance No. 2020-01 and applicable laws and are allowed to claim a stipend of \$220 per meeting day or for each day's service rendered as a Member of the Board.
Number of Meetings per Year	The Board meets from seven to ten times annually with an average of eight board meetings per year. Generally, the Board does not meet more than one meeting per month.
Meeting Location	SDRMA office in Sacramento, CA and at two conference locations.
Meeting Dates	Typically the first Wednesday and Thursday of the month.
Meeting Starting Times	Meetings are typically held 1:00 to 5:30 p.m. Wednesday and 8:00 to 10:00 a.m. Thursday .
Meeting Length	Meetings are four to six hours on average.
Average Time Commitment	Commitment per month ranges from 15 to 20 hours .

"The mission of Special District Risk Management Authority is to provide risk financing and risk management services through a financially sound pool to California public agencies, delivered in a timely and responsive cost-efficient manner."

**[AGENCY NAME]
RESOLUTION NO.**

**A RESOLUTION OF THE GOVERNING BODY OF THE [AGENCY NAME] NOMINATING [CANDIDATE'S NAME]
AS A
CANDIDATE FOR ELECTION TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF
DIRECTORS**

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code, Section 6500 et.seq., for the purpose of providing risk management and risk financing for California Special Districts and other local government agencies; and

WHEREAS, the Joint Powers Agreement (JPA) and Bylaws of SDRMA set forth director qualifications, terms of office and election requirements; and

WHEREAS, the Board of Directors of SDRMA established procedures and guidelines for the Director Election process; and

WHEREAS, the Board of Directors of SDRMA established a policy requiring candidates seeking election to the SDRMA Board of Directors to be: 1) a member of the agency's governing body or management employee per SDRMA Election Policy 2021-02, Section 4.1 and be an active member agency of **both** SDRMA's Property/Liability and Workers' Compensation Programs, and 2) be nominated by Resolution of their member agency's governing body, and 3) each nominated candidate must submit a completed and signed "Candidate's Statement of Qualifications" on or before the May 3, 2021 filing deadline in order for the candidate's name to be placed on the official ballot.

NOW, THEREFORE, BE IT RESOLVED:

1. The governing body of [AGENCY NAME] nominates [CANDIDATE'S NAME], its [POSITION TITLE], as a candidate for the Board of Directors of the Special District Risk Management Authority.

2. [ONLY IF CANDIDATE IS NOT A MEMBER OF THE AGENCY'S GOVERNING BODY: The governing body of [AGENCY NAME] has determined that [CANDIDATE'S NAME] is a management employee for purposes of SDRMA Election Policy 2021-02, Section 4.1].

3. The governing body of [AGENCY NAME] further directs that a copy of this Resolution be delivered to SDRMA on or before the May 3, 2021 filing deadline.

ADOPTED this [DATE] of [MONTH/YEAR] by the Governing Body of [AGENCY NAME] by the following roll call votes:

AYES:	<u>[LIST NAMES of GOVERNING BOARD VOTES]</u>
NAYES:	"
ABSTAIN:	"
ABSENT:	"

APPROVED:

ATTEST:

President – Governing Body

Secretary