

REGULAR MEETING MINUTES

Tuesday August 10, 2021

President: David Loeffler, Vice President: Sue Loeffler
Directors: Robert Drain, Kristi Swift, 1 – Vacant Seat

5:00 PM OPEN SESSION

Call to order: 5:00

Pledge of Allegiance to the Flag: Led by President Loeffler

Director Roll Call: Director Drain is absent

Corrections to Agenda: IV D: Chamber of Commerce (President Loeffler):

I. PUBLIC COMMENT

Any member of the public may address the Board of Directors at this time on any matter within the jurisdiction of the Board, regardless of whether it is on the agenda. Those wishing to address matters on the agenda may hold their comments until that item is taken up, at which time the public will be permitted to address the Board of Directors prior to any action. Comments will be limited to three (3) minutes per speaker. Those speaking on behalf of an organization will be limited to five (5) minutes. This time limit may be extended at the sole discretion of the chair.

II. REVIEW / APPROVAL of MINUTES

Approval of minutes - Regular meeting held on June 8, 2021. *Tabled to next month* [due to the absence of Director Drain being absent today and Director Swift being absent from June's meeting and unable to approve minutes for a meeting she did not attend.]

Approval of minutes - Regular meeting held on July 13, 2021. Motion made to approve the July 13, 2021 minutes. (S. Loeffler/Swift) Aye – 3, No – 0 Motion carried.

III. REPORTS / INFORMATION ITEMS

- A. Fire Chief's Training/Personnel Report/Grants (Chief Reeves): *See attached report*. President Loeffler states that Battalion Chief needs to bring a doctor release letter to be put in his personnel file.
- B. Department Emails (Chief Reeves): Chief Reeves relates Tony Valls from TCLS is willing to help with the department emails. It is possible recover deleted emails within 30 days of deletion. Tony is also willing to help with computer issues. President Loeffler relates that there is a plan to start documenting fires incidents on paper and using ImageTrend strictly for medical incidents. What will the compensation be for Tony's work?
- C. Correspondence (Clerk): President Loeffler relates that there was a letter of interest for the Financial Clerk position. He responded to her email and let her know to look in the Trinity Journal and on the website in the future when the position becomes available. Also, there was a packet received from the Agency of Aging.

IV. DISCUSSION / ACTION ITEMS

- A. Firefighter Salary Schedule and Disbursement (President Loeffler): *See attached*. Financial Clerk relates that there needs to be better communication by the Fire Clerk to the Financial Clerk regarding incident billing. *A policy will be made for the process.*

- B. Annual Insurance Questionnaire and Coverage Limits (Financial Clerk): Financial Clerk will meet with Directors Drain and Swift to discuss the insurance along with the budget. *Tabled to September meeting.*
 - C. Forest Service Agreement (President Loeffler): The Forest Service is presenting a blanket agreement for all agencies. Some parts of the agreement don't pertain to the fire department. We are still operating under the 2017 Forest Service agreement. Motion made to approve the new Forest Service Agreement (Swift/S.Loeffler) Aye – 3, No – 0 Motion carried.
 - D. Chamber of Commerce (Board Clerk): President Loeffler does not believe that public funds can be used for buying a sign for the Hayfork Welcome sign. It is decided that the Volunteers may want to pay for the sign. The board can not join the Chamber of Commerce and pay annual dues with public money. *Chief Reeves will speak to the Volunteers about funding the sign for the district.*
 - E. Consider Financial Report / Warrants for July 2021 (Financial Clerk): *See attached report.* Motion made to approve financial report and monthly warrants. (Swift/S.Loeffler) Aye – 3, No – 0. Motion carried.
- V. **NEW BUSINESS**: Chief Reeves requests that Stan Ehler fill the position of water tender operator for the district effective immediately until the end of the year. Motion made to approve Stan Ehler as a water tender operator during this time of emergency. (Swift/S.Loeffler) Aye – 3, No – 0. Motion carried.
- VI. **ORAL COMMUNICATIONS/DIRECTORS COMMUNICATIONS**: Director S.Loeffler thanks the Chief and the crew for all their hard work. President Loeffler echoes that sentiment.
- VII. **ADJOURNMENT**: 6:12