

**REGULAR MEETING MINUTES**

Tuesday October 12, 2021

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

**5:00 PM CLOSED SESSION**

Call to order:

- Pursuant to Government Code §5456.9 Personnel

I. ADJOURNMENT:

**5:30 PM OPEN SESSION**

Call to order: 5:29

Pledge of Allegiance to the Flag: President Sue Loeffler

Director Roll Call: Director Drain arrived at 5:40 pm.

Corrections to Agenda: Table Item IV A to a future meeting after current personnel issues are resolved.

**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 September 14, 2021. Motion made to approve the September 14, 2021 minutes. (*Swift/D.Loeffler*) Aye – 3, No – 0 Motion carried.

**III. REPORTS / INFORMATION ITEMS**

- Report Out Closed Session Held September 17, 2021 (President S.Loeffler): *Chief 3101 placed on temporary administrative leave and an investigator has been retained by the HFPD board.*
- Report Out Closed Session Held October 8, 2021 (President S.Loeffler): *No report at this time.*
- Fire Chief's Training/Personnel Report/Grants (Battalion Chief Warshawer): *See attached report.*  
Captain Molner reports from the Chief's Fire Association meeting. SHMIRT is going to be offering HazMat. There will also be a S-130 focus for the local fire departments. Much kudos was given by various agencies to Volunteers across the county for their hard work during the recent fires. Battalion Chief Warshawer reports that he believes the county Chiefs are working to get everyone across the community to the same level of training so that any firefighter can work with any other volunteer department. Firefighter Velazquez relates that there was an excellent Cal-Fire extrication training at the fire hall on Hyampom road.
- Charge Account Update (Board Clerk): The board clerk is creating a simple form for the crew to attach to all account charges. Also, the board will be informed about the Wiley's account billing accounts.

- E. Correspondence (Clerk): PACE new terms of service fees, papers given to the financial clerk. Refund from Trinity County Life Support (TCLS) for overpaid air/ground membership dues. Regarding Pastor Keith dues the Board Clerk will talk with TCLS to see if the membership can be renewed although he has passed.

**IV. DISCUSSION / ACTION ITEMS**

- A. District Provided Cell Phone for the Chief (Director D.Loeffler): *Tabled to future meeting.*
- B. Consider Financial Report / Warrants for September 2021 (Financial Clerk): *See attached report.*  
The Board clerk is to look for a billing class that she can attend along with a few other firefighters so that billing questions can be answered, and billing can be streamlined for future incidents. When the Peterson Bill is received via email, the financial clerk will pass on the email so the fire clerk can create a PO so the bill can get paid in a timely manner. Financial clerk states there will be a summary for 3112 repairs to be given to the auditor for the boards review available at the next meeting. *Motion made to approve financial report and monthly warrants. (Director D. Loeffler/ Director Drain) Aye – 4, No – 0. Motion carried.*

- V. NEW BUSINESS: Fire crew that is present asks the board how does someone interested in joining the board, let the board know that information? The board replies that a handwritten letter of intent to join the board to be mailed to the district or given to the board clerk.

- VI. ORAL COMMUNICATIONS/DIRECTORS COMMUNICATIONS: Director Drain apologizes for being late. Director D.Loeffler relates he is working on finishing the payment policy and LAFCO paperwork. Is there any update on the modular building? There has been no update yet. President Loeffler said she talked to Nick Chipponi from Cal-Fire and he was very happy with the crews work on the fires.

- VII. ADJOURNMENT: 6:18