

ANDERSON FIRE PROTECTION DISTRICT



BOARD OF DIRECTORS AGENDA

AUGUST 10, 2012

REGULAR MEETING – 5:00 P.M.

**Fire Station/Training Room
1925 Howard Street, Anderson, California**

PARTICIPATION BY PUBLIC IN MEETING

To address the Board on any particular issue, please EMAIL Mo Hern @ mhern@andersonfire.org at least 30 minutes prior to the start of the meeting.

Effective July 1, 2008, the Brown Act requires any non-confidential documents or writings distributed to a majority of the Board of Directors less than 72 hours before a regular meeting will be made available to members of the public at the same time they are distributed.

Pursuant to the State's Open Meeting Law, the legislative body or its staff may briefly respond to comments or questions from members of the public; and if deemed necessary, refer the subject for follow-up and/or to schedule the matter on a subsequent Board agenda.

The Brown Act prohibits the Board from taking action on any item not placed on the printed Agenda in most cases.

In compliance with the Americans with Disabilities Act, the Anderson Fire Protection District will make available to members of the public any special assistance necessary to participate in this meeting. The public should contact the Clerk of the Board (378-6699) to make such a request. Notification 72 hours prior to the meeting will enable the Anderson Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting.

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the Secretary of Agriculture, Washington, D.C.

OPEN SESSION Chairman of the Board Trish Clarke will call the meeting to order at _____

1.0 CALL TO ORDER

ROLL CALL:

CHAIRPERSON
VICE CHAIRPERSON
SECRETARY
MEMBER
MEMBER

TRISH CLARKE
JOHN DAY
CHAD DOWNING
JAMES YARBROUGH
JEFF HOGUE

Person(s) Present-

2.0 INVOCATION - CHAIRPERSON TO CHOOSE.

3.0 PLEDGE OF ALLEGIANCE - CHAIRPERSON TO CHOOSE.

4.0 PRESENTATIONS: - NONE

5.0 PUBLIC COMMENT PERIOD

Any person may address the District Board on any subject pertaining to District business, which is not Listed on the agenda. This comment period is provided by the Ralph M. Brown Open Meeting Act (Government Code 54950 et seq.). The Board welcomes participation at Board meetings. Members of the public may address the Board on any item of interest to the public that is scheduled on the Agenda. In order for everyone to be heard, please limit your comments to 5 minutes or less. Any request that requires Board action may be set by the Board for a future agenda or referred to staff

6.0 CONSENT AGENDA

All items listed under the consent agenda are considered by the Board to be routine and will be enacted by one motion in the order listed below. There will be no separate discussion of these items, unless specified. Items may be removed to the regular agenda prior to the time the Directors vote on the motion to adopt the consent agenda. A Board member's vote in favor of the Consent Agenda is considered and recorded as a separate and affirmative vote in favor of each item listed. Motions in favor of the Consent Agenda are deemed to include a motion to waive the reading of any ordinance or resolution on the Consent Agenda. Items on tonight's consent agenda are:

6.1 APPROVAL OF THE JULY 2021 REGULAR BOARD MEETING MINUTES

6.2 APPROVAL OF BILLS FOR THE MONTH OF JULY 2021

**Moved:
Seconded:
Approved:**

OPEN SESSION-

7.0 PUBLIC HEARINGS- A public hearing is an open consideration within a regular or special meeting of the Board, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1 - **NONE**

8.0 ACTIONS ITEMS-

8.1 Notice to set hearing to adopt final budget. F/Y 2021/2022 to be held on September 14, 2021

Moved:

Seconded:

Approved:[

8.2 “Discussion of Absence of Board Member James Yarbrough”

STAFF REPORTS

9.0. FIRE MARSHAL REPORT- See attached

10.0 BATTALION CHIEF’S REPORT- NONE

11.0. FIRE CHIEF’S REPORT – See attached

12.0 DIRECTORS’ REPORTS –

13.0 CLOSED SESSION AGENDA ITEMS- NONE

14.0 ADJOURNMENT-

**Moved:
Seconded:
Approved:**

**NEXT REGULARY SCHEDULED BOARD MEETING
TUESDAY SEPTEMBER 14TH, 2021 5:00 PM
FIRE STATION – TRAINING ROOM**

ANDERSON FIRE PROTECTION DISTRICT

6.1



MINUTES

JULY 13, 2012

REGULAR MEETING – 5:00 P.M.

**Fire Station/Training Room
1925 Howard Street, Anderson, California**

PARTICIPATION BY PUBLIC IN MEETING

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OPEN SESSION Chairman of the Board Trish Clarke will call the meeting to order at 5:02 P.M.

1.0 CALL TO ORDER

ROLL CALL:	CHAIRPERSON	TRISH CLARKE	PRESENT
	VICE CHAIRPERSON	JOHN DAY	PRESENT
	SECRETARY	CHAD DOWNING	PRESENT
	MEMBER	JAMES YARBROUGH	ABSENT
	MEMBER	JEFF HOGUE	PRESENT

Person(s) Present-

2.0 INVOCATION - CHAIRPERSON TO CHOOSE. Jeff Hogue

3.0 PLEDGE OF ALLEGIANCE - CHAIRPERSON TO CHOOSE. Trish Clarke

4.0 PRESENTATIONS:- NONE

5.0 PUBLIC COMMENT PERIOD

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6.1 APPROVAL OF THE JUNE 2021 REGULAR BOARD MEETING MINUTES

6.2 APPROVAL OF BILLS FOR THE MONTH OF JUNE 2021

Moved: John Day
Seconded: Jeff Hogue
Approved: 4 Ayes and 1 Absent

OPEN SESSION-

7.0 **PUBLIC HEARINGS-** A public hearing is an open consideration within a regular or special meeting of the Board, for which special notice has been given and may be required. When a public hearing is continued, noticing of the adjourned item is required as per Government Code 54955.1 - **NONE**

8.0 **ACTIONS ITEMS-**

8.1 **Contract for service to complete audit for FY 20/21 . By Donald R. Reynolds, Certified Public accountant.**

Moved: Jeff Hogue
Seconded: John Day
Approved: 4 Ayes 1 Absent

STAFF REPORTS

9.0 **FIRE MARSHAL REPORT-** John Woods gave his resignation eff. 12/31/21.

10.0 **BATTALION CHIEF'S REPORT-** Chief Lacy has asked to come back as needed. Chief White has covered when needed.

11.0 **FIRE CHIEF'S REPORT** – The Anderson Fire Protection District has been asked to help on Federal Fires. (U.S. Forest Service) We have denied them due to there resources. James Yarbrough will not be returning to our Board. We will be receiving a letter of Resignation soon.
National Night out will be held August 3rd. this year.

12.0 **DIRECTORS' REPORTS** –

13.0 **CLOSED SESSION AGENDA ITEMS-**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to 54956.9(b): (One Case)

DIRECTION WAS GIVEN TO STAFF

14.0 ADJOURNMENT- 5:37

Moved: Jeff Hogue
Seconded: John Day
Approved: 4 Ayes 1 Absent

**NEXT REGULARY SCHEDULED BOARD MEETING
TUESDAY SEPTEMBER 14TH, 2021 5:00 PM
FIRE STATION – TRAINING ROOM**

6.2

JULY BILLS 2021

CLAIMS PROCESSING PERIOD:
BOARD MEETING HELD AUGUST 10, 2021

DIST RFP #	PAYEE	INVOICE #	DESCRIPTION	ACCT #	AMOUNT
* PERS RETIREMENT		100000016459337	PP 06/28/2021 - 07/11/2021 EMPLOYER PP 06/28/2021 - 07/11/2021 EMPLOYEE	018201 007000	792.85 345.72
* PERS RETIREMENT		100000016459379	PP 06/28/2021 - 07/11/2021 EMPLOYER PP 06/28/2021 - 07/11/2021 EMPLOYEE	018201 007000	2,970.20 2,940.74
* PERS RETIREMENT		100000016459359	PP 07/12/2021 - 07/25/2021 EMPLOYER PP 07/12/2021 - 07/25/2021 EMPLOYER	018201 007000	792.85 345.72
* PERS RETIREMENT		100000016459399	PP 07/12/2021 - 07/25/2021 EMPLOYER PP 07/12/2021 - 07/25/2021 EMPLOYER	018201 007000	2,065.00 2,044.51
* PERS HEALTH		100000016496560	AUG HEALTH	018300	15,532.55
* PERS ACTUARIAL PLAN 1158		100000016477145	ACCRUED LIABILITY PLAN 1158 JULY	018201	548.33
* PERS ACTUARIAL PLAN 25550		100000016477161	ACCRUED LIABILITY PLAN 25550 JULY	018201	195.50
* PERS ACTUARIAL PLAN 1159		100000016477153	ACCRUED LIABILITY PLAN 1159 JULY	018201	12,294.33
* BLUE SHIELD		211950000778	DENTAL / EMPLOYEES	018300	675.90
* FASIS		FASIS-2022-0190	WORKERS COMP 1ST QUARTER	018500	14,545.00
* FAIRA		2021-04	PROPERTY & LIABILITY INS	033102	24,517.00
* DOWN RANGE		464482	NOMEX PANT	032300	184.81
* LOGO USA		14039	T-SHIRT LOGO	032300	389.58
* POST JESSICA		XA071321A	BOOT REIMBURSEMENT	032300	350.00
* ATT		000016799309	MAIN STATION	032500	116.30
* ATT		000016799304	HISTORIC STATION	032500	45.15
* TONY'S REFRIGERATION		65171	ICE MAKER REPAIRS	033500	221.00
* ANDERSON TIRE PROS		6633	VEHICLE MAINT	033526	1,250.74
* NAPA AUTO PARTS		XAJUN21A	VEHICLE MAINT VEHICLE MAINT	033526 033526	41.99 7.85
* O'REILLY		XAJUN21A	VEHICLE MAINT VEHICLE MAINT	033526 003526	6.99 43.09
* OBSIDIAN		13610	IT	033529	269.87
* DOOR SERVICE		2107024	BAY DOOR REPAIR	033700	130.00
* US BANK		XA072021A	CUT RATE BATTERIES RADIO BATT. SPECTRUM INTERNET AMAZON MED PADS/BIOHAZARD BAGS 49ER COMMUNICATIONS VHFANTENNA AMAZON USB CABLE RETURN CREDIT 49ER COMMUNICATIONS RAD.BATT. P&W SERVICE VHF ANTENNA SPECTRUM CABLE ANDERSON FAMILY FITNESS MICROSOFT INTERNET	33530 32500 33900 33530 32500 33530 33530 32500 34100 32500	455.00 109.99 33.38 260.56 -22.59 126.39 289.00 34.09 290.00 62.50

		MICROSOFT INTERNET	32500	48.00
		MICROSOFT INTERNET	32500	4.00
		AMAZON MEDICAL SUPPLIES	33900	81.66
		AMAZON BATTERIES	33530	5.16
		VERIZON CELL BILL	32500	171.51
		CUSTOM INK SHORTS	32300	369.80
		FEDERAL PROCESSING SAM	34800	399.00
		AMAZON STETHOSCOPE CASES	33900	38.76
		P&W SERVICE ANT. RETURN CREDIT	2232	-289.00
* LAUNDRY WORLD	235238	LAUNDRY SERVICE	032900	35.15
* LAUNDRY WORLD	234812	LAUNDRY SERVICE	032900	123.47
* GILES LOCK	874338	LOCK/KEY SERVICE	034300	192.72
* DIVERSIFIED OFFICE SYS	43495	MONTHLY SERVICE	034500	116.75
* SECURITY SHREDDING	117976	SHREDDING COSTS	034500	30.00
* MOORE & BOGENER	12207	LEGAL SERVICES	034828	820.00
* EMERGENCY REPORTING	INV2104743	REPORTING	035528	495.00
* ANDERSON TROPHIES	1598	PLASTIC NAME PLATES	035700	42.48
	1601	WALL HOLDER	035700	34.48
* HEIM CHRIS	XA071321A	TRAINING REIMBURSEMENT	035942	240.00
* FLYERS	CFS2679571	FUEL	035940	1,945.85
* PG&E	XA070621A	BACK SHOP ELECT	036100	164.71
* PG&E	XA070621B	MAIN STATION ELECT	036100	2,527.53
* PG&E	XA070721A	HISTORIC STATION	036100	40.00
* PG&E	XA070721C	MAIN STATION GAS	036100	122.20
* CITY OF ANDERSON WATER	XA070121A	1ST HYDRANT	036127	153.53
* CITY OF ANDERSON WATER	XA070121B	2ND HYDRANT	036127	13.02
* ACE HARDWARE	XAJUL21A	PARTS FOR SWAMP COOLERS	033500	49.51
		PARTS FOR SWAMP COOLERS	033500	17.42
* SHASTA COUNTY LAFCO	LAFCO 2021-22	OPERATIONAL COSTS	051387	3,312.16
* WALMART	XA072421A	STATION SUPPLIES	032500	76.85
		STATION SUPPLIES	032500	64.29
		ICE CREAM EMS WORKERS	032700	36.28
		STATION SUPPLIES	032500	91.17
		HOUSEHOLD SUPPLIES	032900	69.95
		STATION CLEANING SUPPLIES	032900	61.43
		FINANCE CHARGE	035700	2.96
		TOTAL ACCOUNTS PAYABLE		<u>\$55,465.49</u>
		PAYROLL & BENEFITS		<u>\$41,544.20</u>
		GRAND TOTAL		<u><u>\$97,009.69</u></u>

DATED 08/10/2021

Chairperson - Patricia A. "Trish" Clarke

Board Member - James Yarbrough

Vice Chairperson - John Day

Board Member - Jeff Hogue

Secretary - Chad Downing

Note: The above list of bills represents claims that were authorized by the Fire Chief, Deputy Chief or Battalion Chief and paid between board meetings and have now been reviewed and approved by the Board as noted by the signatures shown above (Re: Resolution 2016-11).

FOOTNOTES:

**NOTICE TO
SET HEARING TO ADOPT
FINAL BUDGET**

The Anderson Fire Protection District has adopted the 2021-2022 Preliminary Budget which is available for inspection between the hours of 9:00 A.M. through 3:00 P.M. Monday through Thursday at 1925 Howard Street, Anderson, California.

The Board will meet at 1925 Howard Street at 5:00 p.m. on September 14, 2021 to adopt the Final Budget, and that any person may appear and be heard regarding any item in the Budget or regarding the addition of other items.

Chad Downing
Secretary of the Board
Anderson Fire Protection District

ANDERSON FIRE PROTECTION DISTRICT

TO: ANDERSON FIRE PROTECTION DISTRICT CHAIR AND BOARD MEMBERS
FROM: LEGAL COUNSEL AND FIRE CHIEF STEVE LOWE
DATE: August 10, 2021

SUBJECT- "Discussion of Absence of Board Member James Yarbrough"

This is an informational item only. No vote or other action should be taken.

DISCUSSION

In certain circumstances, when a Board Member is not present at Board Meetings for a specified period of time, that position will be deemed vacant. Specifically, Government Code section 1770(g) provides that an office becomes vacant by the officer "ceasing to discharge the duties of his or her office for the period of three consecutive months, except when prevented by sickness..."

In effect, a position will be deemed vacant if the individual does not appear at meetings for three or more months, unless the failure to appear is due to a medical concern. If a medical condition exists preventing appearances at the Board meetings, then the office is not vacant under California law.

While staff cannot get into any personal details of Mr. Yarbrough, a representation can be made that, pursuant to California law, there is not yet a vacancy on the Board. Mr. Yarbrough will remain a Board member until the election is held in 2022 or a letter of resignation is provided.



ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007
(530) 378-6699 Fax: (530) 378-6697

Fire Marshal Activities

July 8, 2021 to August 4, 2021

Annual Inspections: 3

Business License Inspections: 3

Construction Inspections: 2

Consulting Meeting/Inspection: 0

Medical Facility (Hospitals): 0

Day Care Inspections: 0

Fire Sprinkler Inspections: 3

Hotel/Motel Inspections: 0

Misc. Meeting/Inspections: 0

Plan Review Sent Back for Correction: 1

Plan Review Approved: 15

School Inspections: 4 (30 Buildings)

Weed Abatement: 2 Letters 1 Complaint

ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007
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Fire Chief's Report

August 10, 2021

Department Update(s)

- The staff has again started the process for the impact fee study and service fee schedule for the department. Along with this, we have met with City Staff to renew our services agreement contract for them collecting our fees.
- Continue to work on updating the policy and procedure manual and is close to completion.
- Working on revamping the department website so we can update it more often and complete the build out.
- We have received all the ems supplies that were purchased from the Shasta Regional Community Fund Grant and all training, required paperwork and approvals have been obtained thru SSV EMS and we are now providing all services allowed in the EMT optional scope of practice procedures, including Narcan, epinephrine, aspirin therapy, advanced airway, and Continuous Positive Airway Pressure (CPAP). This is a big step in upping the level of service for our agency.
- We have begun to roll out the billing with Fire Recovery USA.

Investigations

- Follow-up on open cases as time allows.

ANDERSON FIRE PROTECTION DISTRICT

1925 Howard St. Anderson, CA 96007

(530) 378-6699 Fax: (530) 378-6697



Meetings/Significant Events

- August 3, 2021 was National Night Out, we served ice cream sandwiches. Thank you to everyone who assisted us. Turn out was very low this year.

Respectfully,

A handwritten signature in black ink, appearing to read "S. Lowe", written over a light blue horizontal line.

Steve Lowe, Fire Chief

Anderson Fire Protection District

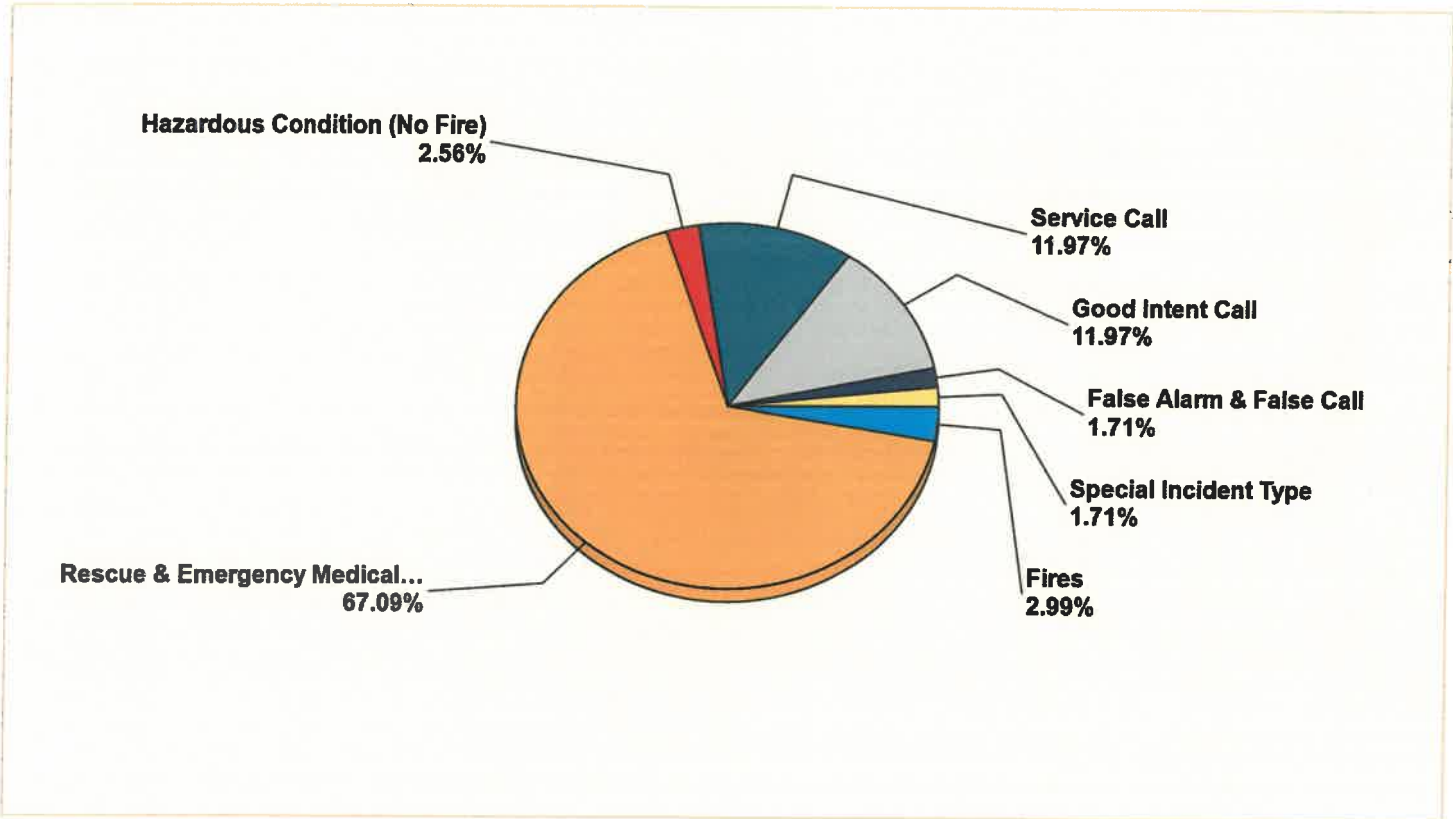
Anderson, CA

This report was generated on 8/5/2021 11:43:19 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/01/2021 | End Date: 07/31/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	2.99%
Rescue & Emergency Medical Service	157	67.09%
Hazardous Condition (No Fire)	6	2.56%
Service Call	28	11.97%
Good Intent Call	28	11.97%
False Alarm & False Call	4	1.71%
Special Incident Type	4	1.71%
TOTAL	234	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



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Doc Id: 553

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Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	1	0.43%
142 - Brush or brush-and-grass mixture fire	5	2.14%
151 - Outside rubbish, trash or waste fire	1	0.43%
321 - EMS call, excluding vehicle accident with injury	148	63.25%
322 - Motor vehicle accident with injuries	9	3.85%
420 - Toxic condition, other	1	0.43%
445 - Arcing, shorted electrical equipment	1	0.43%
480 - Attempted burning, illegal action, other	2	0.85%
482 - Threat to burn	2	0.85%
553 - Public service	24	10.26%
554 - Assist invalid	1	0.43%
561 - Unauthorized burning	2	0.85%
571 - Cover assignment, standby, moveup	1	0.43%
611 - Dispatched & cancelled en route	23	9.83%
651 - Smoke scare, odor of smoke	4	1.71%
652 - Steam, vapor, fog or dust thought to be smoke	1	0.43%
711 - Municipal alarm system, malicious false alarm	2	0.85%
740 - Unintentional transmission of alarm, other	2	0.85%
900 - Special type of incident, other	3	1.28%
911 - Citizen complaint	1	0.43%
TOTAL INCIDENTS:	234	100%

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