

**SOUTHERN INYO FIRE PROTECTION DISTRICT
APPROVED MINUTES OF THE
REGULAR BUSINESS MEETING OF THE BOARD OF DIRECTORS
March 16, 2017**

The Governing Board of the Southern Inyo Fire Protection District held a regular meeting on Thursday, March 16, 2017 at 6 pm at the Community Center Tecopa Hot Springs Road.

I. Call to order and determination of quorum

**Robin Flinchum, Chairperson
Amy Noel, Vice Chairperson
Patrick Donnelly, Treasurer
Gary Barkley, Member
Jim Furlough, Secretary**

Present: Chairperson Robin Flinchum, Vice Chairperson Amy Noel, Treasurer Patrick Donnelly, Secretary Jim Furlough, Chief Administrator Carl Dennett, Chief Larry Levy.

Visitors: Sam Fann.

Chairperson Flinchum called the meeting to order at 6:00 pm, called roll and established a quorum.

II. Confirmation of agenda / Reading of Minutes

●Unapproved minutes for the February, 2017, Regular Business Meeting were reviewed and a motion was made to approve. Motion Passed 5,0,0.

III. Public Comment

No public comments made.

IV. Correspondence for possible Board action and/or review

No correspondence.

V. Consent Calendar

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar.

No consent calendar items.

VI. Board, Officer, and Committee Reports:

A. Board Member Reports

1. Board Chair Report – No report.

2. Treasury Report -- Action on the treasury report to be deferred until next meeting.

a. Transaction Report – Action deferred until next meeting.

B. Fire Chief's Report – This month, 5 emergency response calls were logged : 4 medical and 1 fire related. An equipment malfunction was remedied. The tender has been repaired at the pump inlet seal. The white engine is to be prepared for return to service to allow for the police race coverage without compromising the availability of regular response vehicles. The inspection of the available vehicle through the park service revealed it to be mechanically sound, but not an automatic transmission. The existing engine is to be repaired and returned to regular service rather than being replaced. The estimate to the board for the required repairs is pending.

C. Chief Administrator's Report – The Toughpad grant has been approved. ICEMA will handle the purchase and billing. The mobile cot and suction unit have been ordered using the appropriate grant money. Admin Chief Dennett asked for volunteers to assist in supporting the department activities related to the Challenge Cup race. Kyle Reese, CEO of Silent Partner Marketing has set aside funding to assist first responders. He has been contacted and offered assistance contingent upon production of a video representing the department's staff in action. A previously produced video may be available for use contingent upon release from the owner.

D. Committee Reports

- 1. Property Tax** : Property tax assessments are to begin shortly.
- 2. Budget**: To be revisited at a later date.

VII. Old Business

A. The water treatment facility is currently one component away from mechanical completion. The part has been ordered and is currently being shipped. There is investigation into an expansion of the drain field to accommodate the additional output from the new fire station. The application for the permitting of the additional septic construction is currently underway.

B. The fire station project is on hold awaiting contact from the mobile home installer. Workman's Compensation for the project is proceeding as required. Investigation into issues with the hard line for the telephone is underway.

C. Discussion on changes to District fee ordinances was deferred until the next

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regular business meeting.

IX. New Business –

- A. Mention was made of the required filings of the Conflict of Interest Form 700.
- B. The committee formed to address the new leadership structure and duties, consisting of Chief Levy, Admin Chief Dennett and Chairperson Flinchum, proposed for restructuring after Chief Levy's retirement in August. The report noted that Chief Levy would stay on with the fire department in a volunteer position of Incident Commander/Battalion Chief as required. He would also retain his duties as mechanic with the addition of maintenance activities as well. Carl Dennett would be installed into the position of Fire Chief/lead AEMT. Investigation into either the addition of part time staff or the use of an outside book keeping company are on the table. The new arrangement involves eliminating outside vehicle maintenance staff but retains current level of monetary outlay. Vote on the measure is set for the April regular business District Board Meeting.
- C. In order to provide coverage for the transitional period involving required training for new and transitioning personnel and to balance budget overall, a motion was made to:
 - Move \$4,000 from personnel and safety equipment 5112
 - \$1,000 to 5012 part time employees
 - \$1,000 to 5232 office and equipment
 - \$2,000 to 5331 travel
 - Motion Passed 5,0,0.
- D. Treasurer Patrick Donnelly resigned from the District Board. A discussion ensued concerning his replacement.

X. Evaluate Distribution of Work Load.


XI Good of the Order.

XII. Suggested Agenda Items for the Next Meeting – Generate a job description for the water treatment facility maintenance position to be staffed by Larry Levy.

XIII. Motion was made to adjourn by Member Flinchum, 2nd by Member Donnelly.

Passed 5, 0,0. Meeting adjournment at 7:20 pm until the next Regular board meeting on April 20, 2017, at the Tecopa Community Center.

Prepared by:



Jim Furlough, Secretary

I, Robin Flinchum, Chair hereby certify that the foregoing is a true and correct copy of the Regular Board Minutes of the March 16, 2017 Regular meeting of the Southern Inyo Fire Protection District.



Robin Flinchum, Chairperson

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