

**SOUTHERN INYO FIRE PROTECTION DISTRICT
APPROVED MINUTES OF THE
REGULAR BUSINESS MEETING OF THE BOARD OF DIRECTORS
WEDNESDAY, FEBRUARY 22, 2012 10AM**

The Governing Board held a regular meeting of the Southern Inyo Fire Protection District on Wednesday, February, 22 2012 at the at Pastels Bistro 860 Tecopa Hot Springs Road.

Present: Chairwoman, Robin Flinchum, Vice Chairwoman Amy Noel, Member Joseph Marks (2 vacant Board member seats)

Staff: Larry Levy, Carl Dennett

Absent:

Visitors: Sam Fann, Billy Eichenbaum, Jim Ramm, Matt Kingsley, Marie Sanborn, Rich Regnell, Ted ?, David Washum, Brad Goans, Leslie Chapman, Amy Shepard, Joey from Inyo County Auditors Office.

I. Call to order and determination of quorum

- **Robin Flinchum, Chairperson**
- **Amy Noel, Vice Chairperson**
- **Vacant, Secretary**
- **Joseph Marks, Treasurer**
- **Vacant**

II. Interview candidates interested in filling vacant board seats, appoint the best candidates to fill those seats.

Rich Regnell from Death Valley Junction expressed his interest and experience in Emergency Services as former firefighter and EMT in San Diego. Marie Sanborn, retired and full time resident in Tecopa, expressed her interest in serving on the District Board. Brad Goans withdrew his offer to serve. David Washum, as a resident of Shoshone and a current Board Member on the Death Valley School District Board, expressed his interest in serving.

Member Noel nominated Rich Regnell to fill a vacant Board position. Member Marks 2nd, vote taken motion passed 3,0,0.

Member Marks nominated Marie Sanborn to fill a vacant Board position. Member Noel 2nd a vote was taken, motion passed 3,0,0.

III. Confirmation of agenda / Reading of Minutes

- Unapproved minutes from the September 24, 2011 Special Meeting—*Motion*
- Unapproved minutes from the October 11, 2011 Special Meeting—*Motion*
- Approved minutes from the November 15, 2011 Regular Meeting—*Motion*
- Unapproved minutes from the December 20, 2011 Regular Meeting—*Motion*
- Unapproved minutes from the December 30, 2011 Special Meeting—*Motion*

- Unapproved minutes of January 17, 2012 Regular Meeting—*Motion*

Member Flinchum moved to accept the minutes with corrections. Member Marks 2nd. A vote was taken, motion passed 3,0, with Members Regnell, and Sanborn abstaining.

IV. Public Comment

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.)

Brad Goans expressed interest in presenting information on Board member training. Chair Flinchum said it would be on the next month's agenda. Matt Kingsley from Lone Pine and Candidate for 5th District Supervisor was impressed with the District's progress since his first visit to a District Board meeting at the end of last year. If elected, believes he can better help the District make progress. Billy Eichenbaum requested that the Board prepare an accurate, full and confidential record of what happened to cause former Chief Postle's termination with the District and that this record be placed in his personnel file to help protect the district from any possible future actions by the former Chief. Brad Goans made comments about closed sessions under the Brown Act and Public Comments.

V. Budget Review with Inyo County Treasurer's Dept. Representatives

The Inyo County Auditor, Leslie Chapman, and her staff introduced themselves and their roles. They thanked the District for inviting them, because it shows that we want to do things right. Chapman and her staff helped District Board members and members of the public understand how to read the reports from the treasurer's office.

The Board worked through the current budget with the Auditors line by line to account for recent changes, and to end the fiscal year with a balanced budget, although with a deficit to our reserves. Chapman explained that the District does not have a separate Reserve account, but what is referred to as reserves by the District is funds in excess of the allocated budget.

Discussion was held regarding the District's shrinking income due to parcel changes and the possibility of other grants, especially Maddie Funds we should apply for, to help increase our income potential.

Chairwoman Flinchum called a recess at 12:08pm. Meeting resumed at 12:17pm.
12:20 Admin Dennett left the meeting

Member Noel moved that we accept the budget as amended with the Auditors' help, and

that we continue to pursue additional sources of income. Member Sanborn 2nd. There was further discussion specifically about pursuing additional sources of income. A vote was taken and the motion passed 5,0,0.

12:41 Member Marks left the meeting.

Upon receipt of approved minutes from this meeting, Amy Shephard will record the agreed upon changes to our budget in the Inyo County Auditor's office. We should begin work on next year's budget soon and aim to submit by July 1, 2012, with a drop dead date of Oct 15, 2012.

VI. Correspondence for possible Board action and/or review

No correspondence for review.

VII. 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 items to consider.

IX. Board, Officer, and Committee Reports:

A. Board Member Reports

1. Chairperson's Report

Nothing to report

2. Treasury Report—*Motion Required*

Member Flinchum moved that we accept the Treasury report Member Regnell 2nd. A vote was taken motion passed 4,0,0

a. Transaction Report—*Motion Required*

Member Flinchum moved that we accept the Transaction report. Member Sanborn 2nd a vote was taken and passed 4,0,0

B. Fire Chief's Report

Chief Levy reported our out of service ambulance problems have been successfully diagnosed and is in need of a Turbo Charger with a cost of between \$1,200 - \$1458.

Member Noel moved to approve expenditure by Chief Levy to fix the ambulance. Chair Flinchum 2nd. There was discussion. Member Noel offered to use her company credit card to pay for the parts to be reimbursed later to help facilitate the best price and not to lose time on these repairs. A vote was taken, motion passed 4,0,0.

Chief Levy reported two volunteers are in the Fire Fighter I Academy training program with Nye County. He is adjunct instructor and they are doing very well and passed their physicals with flying colors.

C. Chief Administrator's Report

Admin Dennett reported Deborah Aitken's resignation letter. Member Noel moved to accept. Member Flinchum 2nd, there was discussion and vote taken motion passed 4,0,0

Admin Dennett reported fuel costs going up but already accounted for in budget. We are still getting AmEX statements, Member Noel will follow up with AMEX to make sure account is closed. There were 3 EMS calls in the last month.

D. Committee Reports

1. Property Tax

Member Marks is working on this and was not present. There was a brief discussion about back tax parcels and how this might affect the district.

2. Budget

Nothing further to report, as the 2 1/2 hour workshop with the Auditor's office covered all Budget issues.

3. Fundraising—Yard Sale

Chairwoman Flinchum reported the Yard Sale held 2/19 & 20 raised \$500 and the unsold donations were donated to West Star Ranch Animal Shelter.

4. Ad Hoc

1. Hiring Committee (discussion deferred to closed session agenda item)

There are 4 applicants for Chief and 2 applicants for Admin and 1 for Mechanic. All applicants were informed of this meeting. Only two are in attendance. Brad Goans suggested an addendum to the job descriptions regarding call out pay, this was discussed further and adopted. When responding to emergency calls, Fire Chief will be paid call out fee rather than hourly wage.

X. Old Business

A. Update discussion on Bright Source Energy Project

Chief Levy reported on questionnaire to CEC he is working on with District

Counsel, Bill Ross. Guy Kazio of Bright Source has requested a meeting and suggested we schedule a special meeting with Bright Source. Admin Dennett and Chief Levy will work on a summary of where this project is and how it may affect us and then we'll schedule a special meeting.

- B. Consider adopting a policy to reconcile petty cash receipts monthly
Member Regnell moved that the treasurer or designated Board member reconcile Petty Cash receipts as a check and balance. Member Flinchum 2nd. There was discussion and a vote was taken and passed 4,0,0.

XI. Closed Session pursuant to Government Code § 54957 (b) et seq. of the Ralph M. Brown Open Meeting Act.

- A. Review and discuss applications/resumes received for Permanent Fire and Admin Chief positions
- B. Employee Matters

Chairwoman Flinchum moved closed session to after new business.

XII. New Business

- A. SAFER Grant (New grant opportunity)
Member Regnell moved to add suggested SAFER Grant non-discrimination policy to the District's policies. Having this policy in place is required for a successful grant application, and is also a good general policy. Member Flinchum 2nd, there was discussion and vote taken motion passed 4,0,0.
Admin Dennett gave updates on the District's application for this grant (not to be confused with the SAFER volunteer incentive grant), which would provide salaries to all staff and other benefits for two years or more.
- B. Mutual Aid Agreement with Pahrump (signature required)
Chief Levy reported Chief Lewis of Pahrump asked for this 5 years ago with no response from the former Chief. Chairwoman Flinchum signed the agreement and Chief Levy will deliver to Fire Chief Scott Lewis.
- C. Pros & Cons of Going A-EMT
Deferred to next regular meeting.
- D. Budget reallocations
Already done in workshop with Auditor's Office
- E. King Airway
Use of King Airway is now approved by ICEMA for EMT B. Chief Davis of Olancha scheduled to train our EMTs on Feb. 27, 2012
- F. Discuss formulation of emergency response plan for Tecopa Music and Arts

Event

Member Noel gave a brief update on the Music Festival scheduled April 27 – 29 and that our plan to participate as we did last year will be sufficient.

XI. Closed Session pursuant to Government Code § 54957 (b) et seq. of the Ralph M. Brown Open Meeting Act.

The Board entered Closed session at 2:25 pm

- A. Review and discuss applications/resumes received for Permanent Fire and Admin Chief positions
- B. Employee Matters

Report from closed session:

A. The Board reviewed all applications for Fire Chief and District Mechanic and unanimously offered the position of Fire Chief to Larry Levy at 20 hours per week at \$20/hour and the position of District Mechanic at \$25/hour up to 20 hours per month or more as approved by the Board. Larry Levy accepted these positions. He will give 2 weeks notice to Amargosa Fire Dept and may need more time to make sure current projects there are completed and ready to pass on.

The Board reviewed all applications for District Administrator and unanimously offered the position of District Administrator to Carl Dennett at the rate of \$16/hour to begin immediately. Carl Dennett accepted.

B. The Board will appeal the most recent EDD decision and will follow up on the Petty Cash issue.

XIII. Evaluate Distribution of Work Load

Everyone continues to feel less overwhelmed. Thanks given to new Board members for stepping up.

XIV. Good of the Order

Member Noel suggested perhaps some items under new business might have been consolidated under Chief's or Admin's report, even if motions are required to move forward. Overall it was a good and very productive meeting.

XV. Suggested Agenda Items for the next meeting.

Brad Goans on Boarding Training Opportunities

XVI. Adjournment to the next Regular board meeting on Thursday, March 22, 2012 at 6:00 P.M. at the Community Center.

Member Noel moved to adjourn the meeting, Member Sanborn 2nd, no discussion, vote taken motion passed 4,0,0.

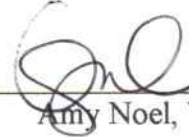
Chairwoman Flinchum adjourned the meeting at 3:20pm

Prepared by Amy Noel

I, Robin Flinchum and Amy Noel hereby certify that the foregoing is a true and correct copy of the Regular Board Minutes of the February 22, 2012 Regular meeting of the Southern Inyo Fire Protection District.



Robin Flinchum, Chairman



Amy Noel, Vice Chair