

**SOUTHERN INYO FIRE PROTECTION DISTRICT**  
***APPROVED MINUTES OF THE***  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Thursday, October 17, 2024**

The Governing Board of the Southern Inyo Fire Protection District held a regular business meeting on Thursday, October 17, 2024 at 6pm at the Hurlbut Rook Community Center.

**I. Call to order and determination of quorum**

Present: Robin Flinchum, Chair, Jon Zellhoefer, Vice-Chair, Spencer McNeal, Secretary, Eliza Woodall, Director, Colette Zelwer, Director, Mike Jerry, Bill Lutze, Billy Eichenbaum, Scott Williams, Danny MacBrohn, Angie Sinohui. Flinchum establishes quorum and starts meeting at 6:00.

**II. Confirmation of Agenda/Reading of Minutes:**

- A. Approve minutes from the September regular meeting. McNeal moves to accept minutes as presented. Zelwer seconds. Carries 4-0-1 with Flinchum abstaining.

**III. Good of the Order**

**IV. Public Comment:** 3 minutes per participant

**V. Correspondence**

**VI. Board, Officer and Committee Reports**

A. Board Member Reports

a. Board Chair Report

b. Treasury/Budget Report

b.i. Zelwer offers to step in as treasurer.

b.ii. Jerry will do a local budget in-service the week after next board meeting.

b.iii. McNeal moves to accept financial report as presented. Zelwer seconds. Carries 4-0-1 with Flinchum abstaining.

B. Fire Chief's Report

C. Administrative Report

a. Report on efforts so far to retrieve our equipment and gear from former volunteers, as well as what further steps are required.

D. Fleet Mechanic's Report

a. State of Motor Pool

E. Committee Reports

a. Water Kiosk

a.i. Will pay the water enforcement fee invoice.

b. Fundraising

b.i. We want to honor our 4 volunteer crew members and Sarah Jane Woodall at the TecopaFest! event. Zellhoefer moves to spend up to \$250 on five plaques for the recipients. McNeal seconds. Passes 5-0-0.

b.ii. TecopaFest! prep going well

b.iii. Zelwer moves to allow Eliza to take the District credit card to Vegas to purchase the brisket and other supplies for the fundraiser BBQ. McNeal seconds. Carries 4-0-1 with Woodall abstaining.

**VII. Old Business**

A. Fire inspections

- B. Report on new fire house progress
  - a. Zellhoefer offers to donate 2.5 acres on the NE corner of the Y (parcel # 046-300-28/30) for the new station.
  - b. Jerry will send an email to Nate, Megan and Matt and CC Jon with parcel #.
- C. Recruiting and training EMTs and firefighters
  - a. Update on training class
- D. Update on radio communications
  - a. Satellite phones/radios purchase
  - b. Lutze: The sheriff's office have been using satellite through Starlink for wifi calling and it has been working well
- E. Connect well to fire water storage tank
- F. Update on insurance claim for damage to Phil's Spartan engine
  - a. Jerry will contact the insurance company for update

### **VIII. New Business**

- A. Hiring someone with experience building buildings to be our liaison with the county on our firehouse project. (McNeal)
  - a. Lutze offers to be that person.
- B. Report on Board of Supervisors Meeting
  - a. Future of volunteer fire districts
- C. Hiring new chief
  - a. Woodall moves that we hire Bill Lutze as our fire chief immediately, allowing for a 60-day period to perform all pre-hire protocols. Zelwer seconds. Carries 5-0-0.
- D. SIFPD's compliance with grand jury report
  - a. Our detailed plan response to the grand jury is due October 31, 2024.
    - a.i. Jerry will forward inspections list to Lutze.
    - a.ii. Zellhoefer moves to approve plan to submit to the grand jury. Woodall seconds. Carries 4-0-1 with Flinchum abstaining.
  - b. Update on filling the part time position created by board motion last month to do the inspections.
    - b.i. McNeal will send the inline class he found to train an inspector and Jerry will look into it more. Have by next meeting where we will create a job description next meeting.
- E. Approval of board policy section 2180 updated last month
  - a. McNeal moves to accept as presented. Zelwer seconds. Carries 5-0-0.
- F. Review of board policy sections 1040 and 1050.
- G. Participation in EMCC meetings
  - a. Lutze will probably attend a meeting in person and then on Zoom in future.
- H. Resolution to make Sarah Jane Woodall an honorary member of the SIFPD crew
  - a. Zellhoefer moves to accept the resolution. McNeal seconds. Carries 4-0-1. Woodall abstaining.
  - b. Zelwer moves to make chief job description final. Woodall seconds. Carries 4-0-1 with Flinchum abstaining.

### **IX. Evaluate Distribution of Workload**

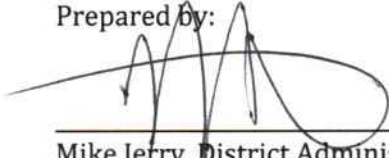
### **X. Good of the Order**

### **XI. Public Comment: 3 minutes per participant**

### **XII. Suggested Agenda Items for Next Meeting**

**XIII. Adjournment & Schedule next Regular Board Meeting:** Thursday November 21st at 6PM in Tecopa. McNeal moves to adjourn. Woodall seconds. Carries 4-0-1 with Flinchum abstaining. Meeting adjourned at 8:16pm.

Prepared by:

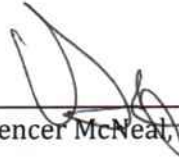


Mike Jerry, District Administrator/Secretary

I, Robin Flinchum, Chair, hereby certify that the foregoing is a true and correct copy of the Meeting Minutes of the October 17, 2024 Regular Business Meeting, Board of Directors, Southern Inyo Fire Protection District.



Robin Flinchum, Board Chairperson



Spencer McNeal, Board Secretary