

**TUOLUMNE FIRE DISTRICT**

18690 MAIN STREET

TUOLUMNE, CA 95379

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**BOARD OF DIRECTORS MEETING MINUTES**

**October 7, 2019 @ 600p.m.**

|  |  |  |
| --- | --- | --- |
| **Call to Order** The meeting was called to order at 6:07 p.m. by Brian Machado, Chair. | | |
|  | **Roll Call**  **Others present:** | Adam Artzer, Vice Chair, Tony Krieg, Treasurer,  Darlene Hutchins, Secretary, Brian Bell, Director  Nicholas Ohler, Chief, Jeff Santi, Capt., Marcie Wells, Office Manager,  Dore Bietz, Tribal CERT Program Manager, and Cody Machado |
|  |  |  |

**Public Forum**  None

**Approval of Previous Minutes** – September 10, 2019

Darlene Hutchins made a motion to approve the previous Minutes.

Brian Bell seconded the motion.

Vote was 5/0 – Motion carried

**Acknowledgements**

None

**New Business**

1. **CERT Presentation and Discussion**

**Dore Bietz, Tribal CERT Program Manager**

Dore gave an overview of the history of CERT (Community Emergency Response Team). She stated this is a FEMA program. She gave a lengthy presentation that explained how the CERT volunteers supplement Fire Responders. They are given a 20hr. training course to be enable them assist in the event of a disaster emergency. She, and Chief Ohler, are working towards creating a CERT program in Tuolumne. The Board was asked how they felt about this program and the entire Board gave them their full support to proceed in establishing a local CERT program.

1. **Approval of the 2019/2020 Annual Budget – Ohler**

Chief Ohler said he had met with County Auditor/Controller Debi Bautisa and she reviewed the TFD Budget with him. She said she will attend a future Board meeting to answer any questions regarding the budget.

Brian Bell made a motion to approve the 2019/2020 Budget.

Tony Krieg seconded the motion.

Vote was 5/0 – Motion carried

1. **Discussion - Amendment to the Auto Mutal Aid Agreement - OHLER**

Chief Ohler stated this is a simple amendment that pertains to the insurance portion of the agreement. His recommendation was that the amendment be included and the agreement be signed.

Brian Bell made a motion to approve the inclusion of the amendment into the agreement.

Adam Artzer seconded the motion.

Vote was 5/0 – Motion carried

**Old Business**

1. **CSD Ad hoc Committee Report**

Brian Bell stated that the committee is looking into the application process from LAFCO and more information will follow at the next meeting.

1. **Department Report – Ohler**

Chief Ohler reviewed all the items on his monthly report. He is looking forward to bringing two new Volunteer Interns on board in the next week and has two other possible candidates that he is interviewing.

1. **Administration Report – Wells**

Marcie Wells reviewed the letter we received from SDRMA, our Workers’ Comp. carrier, that acknowledged the efforts of the TFD for having no claims in the 2018-2019 year which has helped to reduce our annual contribution amount.

1. **Review of the Payroll Report, Organization Budget Status Report, & Warrant Requisitions**

All reports were reviewed, approved, and signed.

Warrant Requisitions: September, 2019 = $21,743.09

**Meeting Adjourned @ 6:58p.m.**

**Next Meeting: Monday, November 11, 2019 @ 6:00p.m.**

**Minutes respectfully submitted by:**  Marcie Wells, T.F.D. Office Manager