

WILLIAMS FIRE PROTECTION AUTHORITY
810 E Street, Williams, California
Regular Meeting of the Board of Directors
Tuesday, January 22, 2019

MINUTES

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1752 hours by Chairperson, Doug Turner.

Directors Present: Mike Charter, Allen Gobel, Robert Mendoza, Doug Turner

Alternates Present: Esteban Torres

Staff Present: Chief Gilbert, Kara Alvernaz, John Alvernaz

Other Present: Rex Mayes (Rural District board member/left at 1815)

Mike Charter moved to retain Doug Turner as Chairperson and Allen Gobel as Vice-Chairperson for 2019. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye.**

Allen Gobel moved to approve the minutes of the December 17, 2018 regular meeting. Motion was 2nd by Mike Charter. Motion passed. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye.**

The Financial Reports and Check Register were presented and discussed. Mike Charter moved to approve the Financial Reports dated 1/18/19 and the 12/15/18 to 1/18/19 Check Register listing Check # 14044 – 14117 out of Umpqua Bank Checking xxx1215 totaling \$118,856.52. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye.**

An updated 2018 Strike Team/Contract Fire Income and Expense report was presented.

Chief's Report:

- The December 2018 Stats and final 2018 YTD Stats were presented.
- Reported that LAFCO reviews municipal services every 10 years and that the Authority has received a questionnaire that he will be completing.
- Informed that he will be scheduling a joint long-term planning meeting in February that will include rural district board members and city council members. An agenda will be posted so that all board members can attend.
- Reported that he would like to see the Authority get an Employee Assistance Program (“EAP”). It is a supplemental insurance that provides employee’s counseling assistance. He is going to arrange to have a presentation from Cortico, a company that provides an EAP. He would like to have two board members attend. Discussion followed. Mike Charter and Allen Gobel volunteered to attend on behalf of the board.

Kara presented each board member a copy of the Audit Report for the fiscal year ended 6/30/18 as presented by Smith & Newell, CPA's.

Kara informed the board that the Authority changed health insurance plans and was eligible to offer a Section 125 Premium Only Plan that allows the employee's who pay out of pocket for insurance cost to have that portion deducted from gross pay before taxes are calculated. Allen Gobel moved to adopt Resolution No. 19-01 – A Resolution Approving Adoption of a Section 125 Premium Only Plan. Motion was 2nd by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye.**

Kara informed the board that the Umpqua Bank signature cards needed to be updated to remove Santos Jauregui and add Roberto Mendoza. Allen Gobel moved to remove former board member Santos Jauregui and add new board member Roberto Mendoza to the Umpqua Bank Accounts authorized signature forms. Motion was 2nd by Mike Charter. . **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye**

Kara informed the board that the board would need to un-commit the \$30,000 that the board approved using towards the purchase of the 2018 Chevrolet Tahoe at the 12/17/18 board meeting. Mike Charter moved to un-commit \$30,000 from the Capital Equipment Replacement Fund to contribute towards the purchase of the 2018 Chevrolet Tahoe. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye**

Item 11. was tabled until February board meeting.

On 12/21/18, Chief Gilbert was appointed to the Cal OES Fire and Rescue Services Advisory Committee/FIRESCOPE Board of Directors. Chief Gilbert informed the board that all expenses for attending the committee meetings are covered by Cal OES. Mike Charter moved to approve Chief Gilbert's appointment to the Cal OES Fire and Rescue Services Advisory Committee/FIRESCOPE Board of Directors. Motion was 2nd by Allen Gobel. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – absent, Turner – aye**

During Board/Staff Discussion:

- Mike Charter stated that he was very proud of the Authority staff and volunteer firefighters that participated in providing station coverage to Arbuckle Fire and displaying flag with the ladder truck during the funeral procession for fallen police officer Natalie Corona, a life-long resident of the Arbuckle area.
- Kara distributed annual Form 700 information to all board members.
- Chairman Turner addressed board members on legal counsel requests.

The meeting was adjourned at 1840 hours.

Doug Turner, Chairperson

Jeff Gilbert, Secretary