

WILLIAMS FIRE PROTECTION AUTHORITY
810 E Street, Williams, California
Regular Meeting of the Board of Directors
Monday, December 21, 2020

MINUTES

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1730 hours by Chairperson, Allen Gobel.

Due to Williams City Council not appointing representatives to Authority Board for 2021, position held by John Troughton is not filled yet.

Directors Present: Allen Gobel, Robert Mendoza, Doug Turner
Alternates Present: None
Staff Present: Chief Gilbert, Kara Alvernaz, John Alvernaz
Other Present: None

Doug Turner moved to approve the minutes of the November 16, 2020 regular meeting. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 Absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – absent, Turner - aye.**

The Financial Reports and Check Register was presented and discussed. Doug Turner moved to approve the Financial Reports dated 12/17/2020 and the 11/14 – 12/17/2020 Check Register listing Check # 15607 – 15710 out of Umpqua Bank Checking xxx1215 totaling \$216,777.21 and Check # 1008 - 1010 out of Umpqua Bank Capital Equipment Replacement Fund Checking xxx6829 totaling \$190,000.00. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 Absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – absent, Turner – aye.**

An updated 2020 Mutual Aid Income and Expense report was presented.

Chief's Report:

- The November 2020 Stats were presented. Briefed on Covid-19 calls.
- Chief briefed on ambulance response times. Informed that the County is proceeding forward with Long Term Study on ambulance service.
- Addressed establishing a Tobacco Use Policy.
- Reported that the City is doing an overlay zone to allow cannabis and expressed his concerns. Board directed Chief Gilbert to draft a letter to send to the City.

Kara informed board members that the Authority Section 125 Premium Only Plan Adoption Agreement must be adopted annually by resolution. Doug Turner moved to adopt Resolution No. 20-05 – A Resolution Approving Adoption of Amended Section 125 Premium Only Plan. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – absent, Turner – aye.**

Chief Gilbert informed board members that effective 11/30/2020 Cal OSHA mandated that all employers have a COVID-19 Prevention Program (CPP) Policy in place. Doug Turner moved to adopt the Williams Fire Protection Authority COVID-19 Prevention Program (CPP) Policy. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – absent, Turner – aye.**

Chief Gilbert informed board members that the upstairs has been remodeled and the office has been moved to the kitchen area and the former office area is now a second bedroom. He contacted 3 local contractors to request bids to install an additional Ductless Air Conditioning/Heating split System that will cover three rooms. 2 bids were received. Doug Turner moved to accept the bid from Carvalho’s Heating & Air Conditioning in the amount of \$9,745 and that the cost be paid out of the Impact Fee Fund. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – absent, Turner – aye.**

During Board/ Staff Discussion, Kara mentioned that Golden State Risk Management Authority (GSRMA) contacted her to see if the Authority had another board member that would be willing to serve on GSRMA board as Doug Turner wasn’t interested in serving another term. There was no interest. Chief reported that the County Health Department would be providing COVID-19 vaccine to fire personnel on 12/28/2020.

The meeting was adjourned at 1828 hours.

Allen Gobel, Chairperson

Jeff Gilbert, Secretary