

**WILLIAMS FIRE PROTECTION AUTHORITY**  
**810 E Street, Williams, California**  
**Regular Meeting of the Board of Directors**  
**Monday, October 21, 2019**

**MINUTES**

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1748 hours by Vice-Chairperson, Allen Gobel.

Directors Present: Mike Charter, Allen Gobel, John Troughton  
Alternates Present: Sam Reynolds (Rural District Alternate)  
Staff Present: Chief Gilbert, Kara Alvernaz  
Other Present: None

John Troughton moved to approve the minutes of the September 16, 2019 regular meeting. Motion was 2<sup>nd</sup> by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Charter – aye, Gobel – aye, Mendoza – absent, Alternate Reynolds – aye, Troughton – aye, Turner - absent.**

The Financial Reports as of 10/18/19 and the 9/14/19 – 10/18/19 Check Registers were presented and discussed. John Troughton moved to accept the 10/18/19 Financial Reports and approve Check Register listing Checks # 14619 – 14690 out of Umpqua Bank Checking xxx1215 totaling \$73,150.18 and Check # 1020 out of Umpqua Bank Strike Team Payroll Fund xxx7344 totaling \$25,000. Motion was 2<sup>nd</sup> by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Charter – aye, Gobel – aye, Mendoza – absent, Alternate Reynolds – aye, Troughton – aye, Turner – absent.**

Kara presented a 2019 Strike Team Income and Expense Report as of 10/21/19. Kara requested board to consider un-committing and transferring additional funds from Strike Team Payroll Fund to cover 2019 Expenses paid to date. Mike Charter moved to un-commit \$20,000. from the Umpqua Bank Strike Team Payroll Fund to be used for Strike Team/Contract Fire Payroll Cost until reimbursements are received from the State of California. Motion was 2<sup>nd</sup> by Sam Reynolds. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Charter – aye, Gobel – aye, Mendoza – absent, Alternate Reynolds – aye, Troughton – aye, Turner – absent.**

Chief's Report

- The September 2019 Stats were presented. Reported on recent MCI's and that a Incident Debriefing was conducted following a major MCI.
- Presented ambulance response stats.
- Reported that Enloe Ambulance has informed the County Board of Supervisor's that they will reduce from 1.5 ambulances to 1 ambulance in the county 24/7, effective 11/15/19. The Board of Supervisor's will be discussing at meeting on 10/22/19.

There will be a meeting held between some Supervisors and Colusa and Williams City Council representatives on 10/22/19. Chief Gilbert stated that the County Fire Chiefs Ambulance Adhoc Committee will be meeting again also.

- Chief Gilbert informed the board that it is time to figure out how to get additional funding to add a second firefighter on shift 24/7 due to lack of volunteers responding to calls and the increased in calls. He would like to apply for SAFER Grant that if awarded, will fund part of the costs for several years. This will be discussed further in the future months.

Board members were presented information on required website for the Authority and a proposed subscription agreement with Streamline Web for a local government website. Kara explained that the cost will be \$150 per month which includes website hosting and content management services to keep the website compliant with state laws and ADA compliance. Discussion followed. John Troughton moved to approve the Streamline Web – Subscription Agreement with Digital Deployment, Inc. Motion was 2<sup>nd</sup> by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Charter – aye, Gobel – aye, Mendoza – absent, Alternate Reynolds – aye, Troughton – aye, Turner – absent.**

Chief Gilbert reported that the city hall/fire station painting project was completed. He presented 3 bids for the installation of aluminum lettering on the fire station. Discussion followed. Mike Charter moved to accept and award to the lowest bid, Commercial sign Crafters, Inc. out of Rancho Cordova, CA in the amount of \$6,194.01 and to pay out of Authority Impact Fee Fund. Motion was 2<sup>nd</sup> by John Troughton. **Motion passed. Ayes 4 Noes 0 Absent 2 by the following vote: Charter – aye, Gobel – aye, Mendoza – absent, Alternate Reynolds – aye, Troughton – aye, Turner – absent.**

During Board/Staff discussion, Chief Gilbert updated on planned PG & E power shutoffs planned for Wednesday and Thursday in the County. He also reported that he is working with city staff to get Ordinance adopted for the 2020 Fire Code. John Troughton reported that the City of Williams is considering increasing the City sales tax rate.

The meeting was adjourned at 1841 hours.

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Allen Gobel, Vice-Chairperson

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Jeff Gilbert, Secretary