



BOULDER CREEK FIRE PROTECTION DISTRICT

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Boulder Creek Fire Protection District
Minutes of the Board of Directors Meeting
Regular Meeting
June 14, 2022

- 1.0 Convene Meeting/Roll Call
 - The Regular Board meeting of the Board of Directors of the Boulder Creek Fire Protection District was called to order by Chairman Rogers April 12, 2022 at 9:00 A.M. Present were Director Currier, Director Locatelli, Director Robustelli, Director Rogers, Director Presswood, and Fire Chief Bingham. Public members - Gabe Vega were present.
- 2.0 Additions and Deletions to Agenda:
 - None
- 3.0 Oral Communications:
 - None
- 4.0 Approval of Minutes
 - .01 Regular Meeting February 8th, 2022
 - Motion made by Dir. Sam Robustelli to approve the minutes, seconded by Dir. Bob Locatelli. Dir. Vote was unanimous. Motion carries. Dir S.R mentioned we canceled the March meeting
- 5.0 Approval/Payment of Bills
 - Motion made by Dir. Bob Presswood to approve the payment of the bills in the amount of \$67,173.16, seconded by Dir. Chris Currier Vote was unanimous. Motion carries.
- 6.0 Correspondence
- 7.0 Unfinished Business
 - .01 Covid-19 general update
 - General update showing the County numbers are in decline
 - .02 FEMA update
 - No report
 - .03 Boulder Creek Fire Department, Inc. (non-profit)
 - No report
 - .04 NFIRS Reports
 - Presented in board packet no additional discussion
 - .05 Jamison Creek Fire Station
 - Chief Bingham stated he had a meeting planned with Chief Armstrong next month.
 - .06 2020-2021 Auditor Contract Update

4.0 Approval of Minutes

- Director Locatelli asked the Chief to poll the other valley agencies for who they use to audit their finances. Director Rogers stated he is aware of audit agencies out of the area that can remote in via zoom and they might be willing to take us on. Director Robustelli stated he thought we should not put all of our time waiting on one firm to reply. All Directors agreed we need to find a new auditor asap.

8.0 New Business

.01 Netcom User agreement

- (00:00min-9:00min) Chief Bingham Recommends to adopt a draft. 1st by Director Robustelli - 2nd by Director Presswood- Director Currier, Director Locatelli, Director Rogers vote was unanimous, motion carries.

.02 Administrative Assistant

- Make changes to the filing date “closed when position is filled”.
Job Announcement and job description for admin. reformatted but same draft as Katie Grahams Job Description. Director Robustelli suggests adding in the salary range. Director Robustelli wants the board to have some input on the selection of a new admin assistant once applicants complete testing. The Board wants to have Director Robustelli to view the applications that are accepted. The Chief will leave filing up until the job is filled.
The board wants the Chief to use other means of advertising for this position on top of the department social media. Director Robustelli wants Chief to use Craigslist for job posting. Director Rogers asked the Chief to add a salary range to the job announcement.

.03 SCSO Lease Renewal

- Chief to review, Sheriff's office lease is due. Sheriff's want to extend lease, no contract changes. Review original lease. Is there any rental increase in the lease? Chief Bingham approved to sign lease renewal upon completion of review by Kathy (attorney).

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.04 5th District Supervisor Town Hall Meeting

- 5th district supervisor asked to use fire dept for town hall meeting location on 4/19/22 in app bay. Discussion on sprinkler systems, Building codes for rebuild. All Directors support the Chief's decision to host the 5th District Supervisor's town hall meeting.

9.0 Chief's Report

- Attended Count Chiefs, County EMSIA, rebuild your neighborhood, Emergency medical care commission, Fire Prevention, and Netcom task team meetings.
- Admin assistant update. K. Graham is assisting still when she can, we have a new finance system she is assisting with.
- accepting applications for the Sam Robustelli citizen scholarship. Currently have 1 applicant, and will be accepting up to 5.
- Quarterly training with other agencies. looking at changing hose load deployment to mirror the rest of the county with new hose load they have adopted.
- working with SLV water to secure fire access for facilities and gates.
- Attended a rebuild meeting with CSG.
- Training for UTV,ROV and ATV with state parks.
- working with Calfire for defensible space inspections in the District.
- 2118 brake pod problem mitigated

10.0 Adjournment to Closed Session

01 Fire Chief Contract Discussion

4.0 Approval of Minutes

11.0 Convene to Open Session 10:58

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12.0 Report of Actions Taken in Closed Session

- None

13.0 Adjournment

- Meeting adjourned at 11:45