



BOULDER CREEK FIRE PROTECTION DISTRICT

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Board of Directors
Minutes of the Board of Directors Meeting
Regular Board Meeting
May 21st, 2024

- 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 Locatelli on May 21st, 2024 at 9:00 A.M. Present were, Director Robustelli, Director Locatelli, Director Presswood, Director Currier, Director Scruggs, Fire Chief Bingham and Admin Aileigh McCormack. No public members were present.
- 2.0 Additions and Deletions to Agenda
 - Chief Bigham has one addition to correspondence regarding a letter received from LAFCO regarding the annexation of BCFPD station 2 into the water and waste newly formed CSA.
 - Chief Bingham was directed to complete the form and return it to LAFCO.
- 3.0 Oral Communications
 - None
- 4.0 Approval of Minutes
 - .01 Regular Board Meeting April 16th, 2024
 - Correction to meeting minutes on 7.04 Special District of Associations (FDAC & CSDA) to clarify the meeting was only presented to the Chief.
 - Motion made by Dir. Presswood to approve the minutes from the Regular Meeting April 16th, 2024, seconded by Dir. Currier. Vote was unanimous. Motion carries.
- 5.0 Approval/Payment of Bills
 - .01 Approval/Payment of Bills and Review of Financials
 - Dir. Currier asked what mechanical work was done on C-2100 at Mountain Mechanics. Chief Bingham explained that the 2100 truck had emissions issues and a sensor was replaced.
 - Motion made by Dir. Robustelli to approve the payment of bills in the amount of \$64,339.34 seconded by Dir. Presswood. Vote was unanimous. Motion carries.
- 6.0 Correspondence
 - .01 Letter from BC Parks and Recreation District
 - BC Parks and Recreation District would like to schedule a meeting to go over the facility agreement and property usage.
 - During board discussion Director Loc suggested forming a sub committee to meet with BCRPD General Manager Halie Green and two board members to begin conversation on reviewing the lease agreement .
 - The board established a subcommittee of Dir. Locatelli, Dir Currier and Chief Bingham to meet with the Rec board. Chief Bingham will set up the meeting.

.02 LAFCO CSA-7 Annexation

- Joe Sorano from the County of Santa Cruz emailed a letter to Chief Bingham regarding an annexation of the Jameson Creek station into CSA-7. Chief Bingham explained that the Fire District will not be financially responsible for bills, it will continue to be paid by CAL Fire as the current lease agreement states.
- The Board approves Chief Bingham to sign the annexation agreement and return it back to the LAFCO.

7.0

Unfinished Business

.01 NFIRS / First Due report / Quarterly Personnel Response Percentages

- 10% of call response is the expected percentage per quarter.

.02 Repair of the fire station kitchen

- The committee and BCFD Inc. met with Bill Kempf to go over the kitchen and will provide us CAD drawings soon.
- Dir. Scruggs requested that the rest of the board get a basic summary of all subcommittee meetings after they meet.
- Dir. Locatelli suggested sending a quick email out to the rest of the board after any subcommittee meeting to get them up to speed prior to a regular board meeting.
- Going forward, an emailed summary of the meetings will go out to the rest of the board members, separate from the board packets.

.03 Station generator replacement

- Dir. Locatelli has attempted to make contact with Giant Electric.

.04 Special Districts Associations. Possible action by board

- Dir. Scruggs did some research on FDAC and has provided a packet of information.
- Dir. Scruggs and Dir. Locatelli met with Dir. Lucchesi from Central Fire District of Santa Cruz County to ask more questions about FDAC.
- Dir. Robustelli made a motion to move forward with joining FDAC. The board approved the Motion. Chief Bingham was directed to file for membership.
- Any conference/training the Board Members would like to attend has to be approved by the rest of the board. Dir. Scruggs is interested in attending one this summer and will provide information on the class at the next board meeting.
- Motion made by Dir. Robustelli to approve the membership of FDAC, seconded by Dir. Presswood. Vote was unanimous. Motion carries.

.05 Station siren / Public emergency warning system

- Chief Bingham provided a draft public announcement regarding the station siren along with a proposed test schedule of every Tuesday at 7PM.
- The board approved the use of the draft public announcement for the BCFPD website.
- The board would like to see the announcement in both the San Lorenzo Valley Post and Valley Press Banner newspapers.

.06 Website compliance check

- Compliance for May, our overall accessibility score is 100%.
- We also have a meeting set with Streamline, Chief Bingham and Dir. Scruggs to go over compliance and general website questions.
- Dir. Scruggs asked that moving forward we post the whole board packet online for the public, after the meeting is held. The rest of the board approves this request.

- .07 Apparatus replacement schedule committee
- Chief Bingham briefed the board on the committee meeting held on May 1st. He has gathered current specks and costs to bring back to the next meeting and help change the replacement schedule as needed.

- .08 Budget committee
- Dir. Locatelli briefed the board on the committee meeting held on May 20th. A draft budget was provided. Another meeting will be held before the June board meeting.

8.0 New Business

- .01 Review of policy P-004 Stipends and Wages
- Dir. Scruggs has done some research on other agencies and what they are paying per call. Director Scruggs commented that the firefighter pay per call stipend policy hasn't been reviewed since 2009.
 - A subcommittee of Dir. Scruggs and Dir. Presswood will work on this specific policy along with Chief Bingham and provide the draft suggestions to the board for review.

9.0 Chief's Report

Administration

- Attended County EMSIA meeting
- Attended County Chiefs Association meeting
- Attended County Operations meeting
- Attended Net Com Task meeting
- Attended District Council meeting
- 2024 BCFPD High School Fire Internship week 19
- Attended Cal OES Region II all hands for operational area coordinators (Seasonal briefing with predictions) meeting
- Postponed Captains test until further notice
- Planning has begun for new hire Firefighter agility and interviews
- Revisited Camp Harmon for follow up inspection (passed)
- Monterey Bay Air Resource District (MBARD) site visit completed
- Attended SLV Leaders Communication Summit hosted by FireWise / Fire Safe Council of S.C. in Ben Lomond (Hubbard Gulch community)
- Met with Boulder Creek Library to update their Knox Box / fire alarm system and contact information.
- Apparatus Replacement Schedule Committee met and discussed changes
- Met with Architech to discuss kitchen remodel
- Attended Santa Cruz County Fire Investigators Task Force (SCCFITF) meeting
- Conducted residential sprinkler inspection (rough)
- Attended Santa Cruz County Planning Commission meeting for the topic of Low Impact Camping Ordinance (LICA) meeting
- Attended Fire Prevention Officers meeting
- Private road residential inspection for safety and access (owners are selling and concerned)
- Attended San Lorenzo Valley Emergency Network (SLV-EN) the topic was focused on evacuation
- Attended (3) Auditor interviews for Work Comp (SCCFAIG) JPA
- Hosted at BCFPD fire station for Big Basin Water Conservatorship community meeting

- Attended Budget Sub Committee meeting

Operations

- Chief Vega, Chief Everly and Chief Bingham along with Engineer Goedeck, Engineer Cole instructed State Fire Marshal (SFM) Driver Operator 1A for (6) BCFPD personnel
- New 2166 is in service
- Another knox product was installed per fire code requirements
- Hosted station visit for local Cub Scouts
- Attended planning meeting and site walk through Active Shooter training (July 2024)

Maintenance

- Cleaned station solar panels
- All apparatus nozzle maintenance
- Station 1 roll up door maintenance completed
- Vehicle inventories and mechanicals completed
- Station landscape maintenance along Hwy 9 and around near bus stop
- Calibration of atmospheric monitors for each unit
- Found water leak in hall bathroom working on repair
- Fuel cage cleaned and organized
- Fuel delivery received

10.0 Adjournment at 11:51AM

- 11:30AM Dir. Presswood had to leave due to an appointment.