



BOULDER CREEK FIRE PROTECTION DISTRICT

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Board of Directors
Minutes of the Board of Directors Meeting
Regular Meeting
December 13, 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 on December 13, 2022 at 9:00 A.M. Present were Director Currier, Director Locatelli, Director Rogers, Director Robustelli, Director Presswood, Fire Chief Bingham, and admin Aileigh McCormack. One Public Member was present. Joe Soreno.
 - Motion made by Dir. Robustelli to excuse the absence of Dir. Currier seconded by Dir. Presswood. Vote was unanimous. Motion carries.
- 2.0 Additions and Deletions to Agenda:
- Oath of Office for Rubustelli and Presswood
 - Oath of Office becomes 3.0 on the Agenda.
- 3.0 Oral Communications:
- Joe Soreno, from LAFCO is asking Boulder Creek Fire to obtain data for the consulting firm AP Triton regarding the annexation of CSA 48 response area into the BCFPD.
 - Asking for the most important information to fulfill the needs and complete his studies.
 - Asked to provide the requests by the end of this week.
- 4.0 Approval of Minutes
- .01 Regular Meeting November 8th, 2022
- Motion made by Dir. Locatelli to approve the Special Meeting Minutes on November 18th, seconded by Dir. Rogers. Directors Robustelli and Preswood abstained.
- .02 Special Meeting November 18th, 2022
- Motion made by Dir. Robustelli to approve the Regular Meeting Minutes on November 8th, seconded by Dir. Presswood. Vote was unanimous. Motion carries.
- 5.0 Approval/Payment of Bills
- Page 2 of 5 Line 31- we are still trying to cancel the payment for Remote Satellite Systems.
 - Page 2 of 5 Line 25- dress uniform hats for Battalion Chiefs.
 - Page 5 of 5 Bills to be paid via Check 11/22/22 Kathryn Capaldo- reimbursement for her administrative work during CZU.
 - Page 5 of 5 Bills to be paid via Check 11/22/22 Alden Wood- reimbursement for spreadsheet work during CZU.
 - Waiting on one final payout for Chris Adams- need his paperwork before we can proceed.
 - We are filling our gas and diesel tanks more often due to the weather.

- Motion made by Dir. Robustelli to approve the payment of the bills in the amount of \$102,186.81, seconded by Dir. Presswood. Vote was unanimous. Motion carries.

6.0 Correspondence

- None

7.0 Unfinished Business

.01 NFIRS Reports

- Working on training for new FirstDue software for the whole department.

.02 Remodel of the fire station kitchen

- Measurements have been started with CAD drawings by Jr. Cortinas.
- Waiting on the drawing and layouts to be completed before we move forward.

.03 Generator and fuel tank replacement

- Fuel tank- Rich Hamelton from Donnelly Pump will pick up the tank between December 26-January 6th, weather permitting.
- Hopeful for the installment week of January 9-13. Weather permitting.
- There will be a meeting with the contractors before work begins.
- Generator- Jim Walters offered to bring his trailer generator over for us to use incase we needed to plug in.
- Temporary fencing will be placed in the back lot to protect everything that is going on for the time being.

.04 Santa Cruz County Civil Grand Jury request for information

- Santa Cruz County Civil Grand Jury decided to pull their request because they could not figure out exactly what they wanted from us.
- We were the only District replying to them so they chose to drop the study completely.

.05 District website and transparency SB 929 Civics Plus and Streamline

- Civics Plus- this company can fulfill all our needs, however it is asking for a lot of hours of training for Chief Bigham and Admin Aileigh.
- The customer service line is open 24/7.
- There is a 5% increase every year if we sign with them.
- Streamline- overall a much easier program to learn with a shorter training period.
- Customer Service is normal business hours, but on weekends they are available through email.
- Board wants a presentation from the Chief to introduce it when completed.
- Move ahead with Streamline.
- Motion made by Dir. Robustelli to approve the purchasing of Streamline for website servicing, seconded by Dir. Presswood. Vote was unanimous. Motion carries.

.06 District Audit

- Zach Phelling is still working to catch up from the last three years but we are down to the end, he is just cleaning up loose ends.
- Zach Phelling will continue to work with us so we stay caught up.

.07 Fire Code Adoption

- County wide fire code adoption was passed and adopted.
- All agencies will recognize the adoption in January/February 2023.

- Not many changes made locally.

8.0 New Business

- None

9.0 Chief's Report

Administration

- Meetings attended: County Chiefs, County EMSIA, FPO's, SCCFAIG workshop, website presentations from Civic and Streamline, California Water Board emergency meeting about Big Basin Waste Water
- Occupational Health presentation (Agile)
- A couple more homeowners are moving back in after 2+ years of rebuilding from the CZU fire.
- Still Working with the County and their finance software
- Wrapping up our District Audit
- (1) Defensible space inspection

Operations

- Firefighter training is taking a month off for the holidays
- County Training to host more officer classes in County next year
- Water tender committee moving forward
- 2166 Ambulance chassis on the assembly line at Ford
- Working on the implementation of FirstDue software for all staff

Maintenance

- Station 1 fuel tank weekly inspection
- Annual rollup door services completed

10.0 Adjournment

- Meeting adjourned at 11:31am