

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
June 1, 2020
6:00 p.m.

**DUE TO THE GOVERNOR'S EXECUTIVE ORDER N-25-20, THE
LOCKWOOD FIRE BOARD OF DIRECTORS CONDUCTED ITS
MEETING REMOTELY USING ZOOM.US**

1. Call to order and reading of the mission statement.

The meeting was called to order by President Jan Hewitt at 6:05 p.m.

2. Establish quorum-roll call

Those in attendance were:

BOARD MEMBERS: President Jan Hewitt, Vice-President Joanne McLachlan, Director Kelly McGee, Director Don Dowell, and Director Cookie Stevens. A quorum was established.

ADMINISTRATION MEMBERS: Tim Worny, Treasurer, Terry Bolyard, Secretary, CAL FIRE Assistant Chief Rob Withrow, and Webmaster Jackie Vaughn

3. Public Comments: None

4. Closed Session: No closed session was held.

5. Action Items:

5a) Approve County's Request For Resolution Signed by LFPD Board Regarding Direct Assessment Services.

Tim Worny addressed the Board and explained this is an annual fee paid by LFPD to the County for the Direct Assessment Services provided by the County. The cost is \$2.00 per parcel. Joanne McLachlan moved the Resolution be signed and returned to the County. Don Dowell seconded. The motion passed unanimously. Jan Hewitt and Tim Worny will provide the signatures required.

5b) Send Letter Of Support To The California Governor For The Pine Grove CDF Camp and Request A Way To Keep It Operational.

CAL FIRE Assistant Chief Rob Withrow briefly reported the Division of Juvenile Justice Department may be eliminated by the State and thus, the Pine Grove CAL FIRE Camp would not be funded. Don Dowell stated he had written a personal letter stating all that the Pine Grove CAL FIRE Camp does for the County (fire lines, tree/shrub cutting along the roadways, as well as a multitude of other essential tasks). His letter also stated the tools and training the young men receive, helping them to redirect their lives in order to lead productive lives once they are released. Don shared the positive response he received to his letter.

Cookie Stevens moved the LFPD Board send a letter to all government agencies (the governor, supervisors, congress, etc.) stating the importance to the County to keep the Pine Grove CDAL FIRE Camp operational. Joanne McLachlan seconded The motion passed unanimously. Don Dowell will draft a letter and circulate it to the Board members for their input and then send it off to the proper government agencies.

6. Discussion Items:

7. Approval of Minutes from Regular Meeting of April 27, 2020.

Don Dowell moved the Minutes of the LFPD Board Meeting held on April 27, 2020 be approved as submitted. Cookie Stevens seconded. The motion passed with 5 yeas and 0 no's.

8. Treasurer's Report: Tim Worny advised he will be drafting the 2020/2021 Budget and will meet with the Fiscal and Planning Committee to refine and finalize before the July 1, 2020 deadline.

Tim also reported LFPD has received the 3rd Quarter billing from CAL FIRE in the amount of \$106,946.24. Also, LFPD received \$20,368.80 from CAL FIRE for the rental of LFPD equipment during last fire season.

9. Chief's Report:

- Requested a letter signed by Jan Hewitt as President of the LFPD Board extending the contract between LFPD and CAL FIRE. This will be addressed at the June Board meeting.
- Requested a laptop be purchased for assistant Tina Darnell in order that Tina not have LFPD information, training schedules, etc. stored on her personal computer. It was agreed to purchase a laptop for Tina to use strictly for LFPD related activities. Don Dowell will work with CAL FIRE Assistant Chief Withrow to make this purchase.
- Jenny's Heroes Grant – funds have been received
- 50/50 Grant – funds have been received
- Volunteer Training – temporarily moved to Tuesday evenings through the month of June
- New Volunteer Tonya signed up to take the EMT test
- May Calls: 9 Total (7 medical aid, 2 public assist)
- CAL FIRE Assistant Chief Withrow is continuing to look into purchasing new(used) equipment for LFPD
- All LFPD equipment has been serviced
- Mt. Zion Tower is now in service. A great response from the community for volunteers to staff the tower

10. Committee Reports:

Grant Committee: Don Dowell has submitted a grant for PPE equipment and should have a response soon

Fiscal and Planning Committee: Tim Worny is working on the draft of the 2020/2021 Budget and will meet with the Fiscal and Planning Committee to finalize.

Policies and Procedures Committee: Nothing new to report

Building and Maintenance Committee: Kelly McGee reported Campbell Construction will dig the post holes to place the bollard posts to protect the generator at Station 151. The contractor working on Station 151 has responded and will start on June 15. Grading and rock has been done at Station 151.

Communications and Outreach: Jackie Vaughn has been researching a new web application for the LFPD Board, firefighters, and auxiliary.

The application – Portal and Engage – would be accessed from the LFPD website. Jackie provided an informational sheet and asked the Board members to access the application and determine if it was something they feel would be beneficial. This will be discussed at the next Board meeting.

11. Auxiliary Report:

Terry Bolyard advised the auxiliary reimbursed LFPD for ½ of the cost of the generator purchased for Station 152.

At the auxiliary meeting, which was held earlier in the day, Terry had suggested the auxiliary postpone fundraisers for the time being and encourage the generous LFPD community to support local small businesses throughout the County that have suffered greatly from the COVID19 regulations. The auxiliary members agreed.

12. Next Regular Board Meeting: June 22, 2020 at 6:00 p.m.

13. Adjournment: Joanne McLachlan moved to adjourn the meeting. Don Dowell seconded. The meeting adjourned at 7:35 p.m.