

LOCKWOOD FIRE PROTECTION DISTRICT
23141 Shake Ridge Road
Volcano, CA 95689
Minutes of Regular Meeting of the Board of Directors
April 27, 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 6:07 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 Chief Rob Withrow, and Webmaster Jackie Vaughn

3. Public Comments: None

4. Closed Session: No closed session was held.

5. Action Items:

**Approve Participating In An Interagency Grant Request For Volunteer Firefighter
Training, Including Paying A Portion Of The Grant Writer Fee In the Amount Of \$300.00**

Chief Withrow addressed the Board and went over the particulars of this Grant. It is a SAFER Grant. The partnership would include: Amador Fire Protection District, Lockwood Fire Protection District, Pioneer Fire Protection District, Kirkwood Public Utility District, Herald Fire, Wilton Fire and California Fire and Rescue Training Authority.

Chief Withrow feels ramping up the training program for new volunteers to Lockwood would be beneficial and this program would assist in that endeavor.

Don Dowell made a motion that Lockwood Fire Protection District participate in the Interagency Grant Request and pay \$300 of the grant writer fee. Joanne McLachlan seconded. The motion passed with 5 yeas and 0 no's.

6. Discussion Items:

Acknowledgment of the Jenny's Heroes Grant

Joanne McLachlan reported LFPD received \$3000 from the Jenny's Heroes Grant – these funds will purchase two sets of wildland turnouts for our firefighters.

A great deal of gratitude from the Board to Joanne for pursuing this Grant.

7. Approval of Minutes from Regular Meeting of February 24, 2020.

Due to the Shelter-In-Place Order, the LFPD Board did not meet in March.

Don Dowell moved the Minutes of the LFPD Board Meeting held on February 24, 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 the interface with the County is going well inspite of the SIP. Payroll is being made and bills are being paid in a timely manner. The cost of the new generator at Station 152 was addressed. Terry Bolyard told the Board the LFPD Auxiliary would reimburse LFPD for a portion of the purchase price of the generator. She will address the Auxiliary at their next meeting and will let Tim know the amount approved by the Auxiliary.

9. Chief's Report:

- Chief Withrow is in contact with a young lady interested in becoming a volunteer
- LFPD is well equiped with PPE equipment
- Call volume is down in the Lockwood District
- Policy and Procedure Manual is in hardcopy at Station 151, Station 152 and also on-line
- The new station signs are now installed at both Station 151 and Station 152
- Chief Withrow is still exploring the purchase of a water tender from Jackson Fire
- Burn permits will be required starting May 1
- There will be a control burn on April 30 near Mt. Zion Lookout
- Training continues for LFPD volunteers
- Chief Withrow acknowledged Dave Wood and Matt Hill for their assistance in applying for grants for LFPD. The Board will recognize both gentlemen and make a small gift of gratitude to each.
- Chief Withrow advised the Board that volunteers are being sought to man the Mt. Zion Lookout Tower. He will keep the Board apprised.

10. Committee Reports:

Grant Committee: Jan Hewitt reported there is a new grant being offered for PPE funding. After reviewing the list of items this grant would cover, it was decided LFPD should apply for a mini grant as LFPD has a good supply of PPE.

Fiscal and Planning Committee: The Committee will be meeting in June (hopefully in person) to start putting together the 2020/2021 budget.

Policies and Procedures Committee: The PPM is in a binder at Station 151, Station 152 and on-line

Building and Maintenance Committee: Kelly McGee reported things are progressing slowly at Station 151. The contractor is extremely busy but continues to move forward with the

remodel.

Installing two metal posts to protect the generator at Station 151 was discussed. Campbell Construction has not responded to the request to dig the holes and set these posts. Chief Withrow will reach out.

Communications and Outreach: Webmaster Jackie Vaughn will prepare a Press Release regarding the Jenny's Heroes Grant. She and Joanne McLachlan will work together to gather photos, etc.

11. Auxiliary Report:

Terry Bolyard advised all LFPD Auxiliary fundraisers have been put on hold during the SIP Order. There are no dates for future fundraisers at this time.

Terry will address the Auxiliary and ask that the Auxiliary reimburse LFPD for half of the cost of the generator at Station 152.

12. Next Regular Board Meeting: As the date for the regular May Board meeting fell on Memorial Day, May 25, 2020, the Board will meet on June 1, 2020 at 6:00 pm

13. Adjournment: Don Dowell moved to adjourn the meeting. Joanne McLachlan seconded. The meeting adjourned at 7:18 p.m.