

Beckwourth Peak Fire Protection District
Minutes
Regular Meeting
March 06, 2024 05:00 PM
180 Main St, Beckwourth, CA 96129

1. Call to Order

The meeting was called to order at 5:02 pm by President Richard McLaughlin.

A. Pledge of Allegiance

Lead by President Richard McLaughlin

B. Roll Call

Present: President Richard McLaughlin, Vice-President Daniel Smith, Director Cary Curtis, Director Melissa Klundby, Director Larry Smith

Staff Present: Interim Chief Osburn, Interim Clerk Heather Grant, Sierra Valley Fire Chief Duncan Cameron

2. Public Comments

There were no public members in attendance.

3. Minutes Director Cary Curtis motioned to approve. A second was made by Vice-President Daniel Smith.

The motion passed with the following vote:

 5 **In Favor** 0 **Opposed**
 Abstained **Absent**

4. District Logo

Due to the weather over the weekend, the fire crews were not able to meet this week, the Board would like to have the firefighters choose their favorite option for a logo, so this line item will be re-addressed at the next board meeting.

5. Fire Chief Recruitment

Vice-President Smith provided an update on the Chief Officer recruitment process. The announcement and application package are out and available. The advertisement is through the Western Fire Chiefs Association, which sends out a weekly newsletter to all of the western States. The advertising costs were significantly less than originally projected, the total so far is at \$430 with an originally approved amount of \$600. The district has already received four applications. The interview process is projected to take place in April, with the hopes of having a Chief hired by May.

6. Legal Counsel Selection

President McLaughlin provided an update on RFPs for obtaining legal counsel. There were four different firms contacted, and all four have submitted proposals. A motion was made by Vice President Smith to appoint an adhoc committee to conduct interviews and come back to the board with a recommendation at the April 3 meeting. The motion was seconded by Director

Klundby, with all other Board Members in favor. The committee will consist of Board President McLaughlin, Vice-President Smith and Interim Chief Osburn.

7. Website Development

Director Curtis provided an update on the quote received from Streamline for web hosting services, along with other package options. Streamline has agreed to reduce the cost significantly. Vice Chair Smith suggested that the District seek alternative quotes from other companies to ensure the district is getting the best product for the services offered. The admin committee will report back at the next meeting on any comparable options, including bids, if any are available. Additionally, the Board agreed on the need for the budget to be closer to finished to ensure the District is able to make a fiscally responsible decision on a website. The Board hopes to be able to make a decision on this line item at the next meeting.

8. Committee Matters

A. Finance Committee Report

Treasurer Smith provided an update on the process of funding the district, it seems as though the timeline that was originally planned for, may be slower than hoped and planned for. It was recommended that the budget discussion take a very conservative approach moving forward.

B. Operations/Safety Committee Report

The policy review will be the next major item to be addressed, Director Curtis projects that there will be numerous policies to review going forward. The Board will need to start making decisions on which policies to adopt, also at the next meeting.

C. Administration/Personnel Committee Report

D. Annexation Committee Report

Director Curtis provided a time-line for Annexation of EPRFPD, it is a very rushed process, with numerous Resolutions needing to be included. It was suggested the the Board hold a vote reflecting each of the Directors interest in taking on this process, at the next regularly scheduled meeting. A discussion on the many obstacles and obligations was held at length.

9. District Communications

10. Adjournment

The Board will meet next on April 3, at 5:00pm. Items requested to be included on the agenda are as follows:

- A decision on the District Logo

- An update on the Chief Officer progress

- A recommendation from the Adhoc Committee on the best choice for legal counsel.

- A review of quotes for website hosting services

- A Board vote to determine interest in the Annexation of Eastern Plumas Fire Protection District

-Committee Matters Updates.

A motion to adjourn was made by Vice President Smith, Seconded Director Curtis, all in favor.

Meeting adjourned at 6:39pm