

WEST POINT FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING, WEDNESDAY JANUARY 5, 2022
MINUTES

6:00 P.M. West Point Station

Vice Chair Julia Marsili called the meeting to order. Directors Marsili, John Hesketh and Bryce Randall were present and Director Greg Pryor was present via Zoom call in. Director Steve Schoenthaler was absent. Also present were Chief Terry Miller, CERT Reps Sam and Kathy Hernandez, Association Liaison Tim Adams, Clerk Jill Jenkins, and auditors Cathy Castillo and Mayla Swift.

PUBLIC COMMENTS-none.

THE MINUTES of the last meeting held 12/1/21 were reviewed. Julia made the motion to adopt the minutes as written. Greg seconded the motion. The minutes were adopted with 3 votes.

CORRESPONDENCE for the month was presented and the Bank of Stockton account statement was reviewed.

BOARD MATTERS- Cathy Castillo, CPA and Mayla Swift, CPA presented the 2020/2021 fiscal year audit report. They stated they looked closely at the strike team receivables, assets as well as all transactions. Cathy said they have given an “unmodified opinion” which is the highest possible determination allowed for audits. They found all information fairly presented and made no changes. Mayla suggested that the Board adopt a capitalization policy and she said the standard is \$5000.00. She said any items purchased under \$5000.00 would then be considered a normal operating expense. They suggested the un-cashed check for the 2017 final settlement payment of \$1632.27 made payable to Robert Reeves be paid to the CA State Controller’s Office so they can drop it from the liabilities. Discussion took place and Bryce stated he’d take another check to Robert Reeves and suggest that he can donate the funds back to the district if he would like. Cathy recommended the Directors take a stipend for their valued work for the district. Discussion took place and Cathy stated the stipend could be donated back to the district if they’d like. She said the stipends would be considered wages and subject to all taxes and workers comp. insurance. Cathy and Mayla thanked everyone for their assistance and left the meeting.

THE CERT REPORT was presented in written format and is attached to these minutes.

THE ASSOCIATION’S REPORT was presented by Tim Adams. He said they had received a total of \$4410.00 in donations in 2021 with a \$500.00 received already in 2022. He stated their ending balance is \$21,346.00. He said Janelle Anderson is now the Association’s new president.

CHAPLAIN'S REPORT-none.

THE WEBSITE REPORT was presented by Sam Hernandez who reported the server had caused the website to be down for 2 days but the problem seems to be solved. He stated he'll post the minutes which were approved at this meeting.

THE DISTRICT'S PAYABLES were reviewed in 2 transmittals: \$19,249.47 for the regular payables and \$1,366.19 for the Cal Card purchases. Bryce made the motion to pay the bills as presented. John seconded the motion. The bills were paid with 3 votes.

NEW BUSINESS-none.

OLD BUSINESS-none.

THE FIRE CHIEF'S REPORT- Terry presented call tallies and stated he's tracking tallies per employee which will be a good tool for awards. He said there had been 600 calls in 2021 which was 100 more than 2020. He said there had been 41 calls out of the district last year. He also presented a listing of strike team income received and payments which are still pending. Terry reported that he will be attending the Board of Supervisors meeting as they will be discussing the proposed Bio Mass Plant in Wilseyville. He said the new Unit 316 and box are being painted white like the Chief's pickup. He said the building of the new rig will use the remaining PG&E funds. He said he'll advertise to sell the old Unit 316 chassis. He reported the BIT inspections are coming up.

BOARD MEMBERS REPORTS- Bryce said it doesn't look like there will be a Lumberjack Day crab feed fundraiser this year as crab is too expensive. Terry stated there will be an awards dinner probably in March and he'd like to keep it in our county. Bryce offered his home for the awards dinner.

THE REGULAR MEETING ADJOURNED at 7:14 p.m.

CLOSED SESSION

ADJOURNED CLOSED SESSION

Response:

LZ: Dec 11 – Cancelled in Route

MVA: Dec 13

Warming Center: Dec 14, 15

Create Warming Center Cache: Dec 16

Events:

Completed: Swags sale, Dec 11 at the Post Office (Fundraiser)

Scheduled:

Personnel:

5 Active Members; (2 EMR)

2 Trainees;

Training:

Completed: No Training, due to Weather and/or Holidays

Scheduled: Backing Training, CPR, CERT and terrorism

Equipment:

Misc. Info:

SCBA Confidence course, FF academy 2022 - *March*

Provide CERT Status to EOC Morning Briefing (Dec 28-31)

Attend Snow Fight Planning meeting (Dec 29 & 30)

CERT Meetings:

Business Meeting – Jan 19; @ 1800

Training – Feb 16; @ 1800

Training – Mar 16; @ 1800

