



**Board of Commissioners
Meeting Minutes
May 14,2020 – 7:30 a.m.**

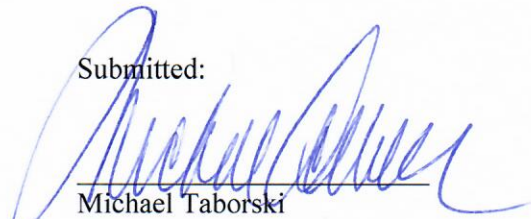
- I. Chairman Taborski called the meeting to order at 7:30 a.m. with Treasurer Ryback and Chief Cassou in attendance.
- II. Public Comment – None
- III. Due to COVID-19, the April Commissioner’s Meeting was canceled. As a result, there were no minutes to approve.
- IV. Financial Reports (Treasurer Ryback)
 - a. The financials for April were discussed and approved.
- V. Fire Chief’s Report (Chief Cassou)
 - a. Charlie Read has been released by his doctor to return to work. Charlie is happy to back and has been working diligently to catch up on 90-day vehicle inspections, vehicle repairs and general cleaning and maintenance around the stations.
 - b. Chairman Taborski asked about Charlies long term plans for possible retirement. A discussion ensued regarding the possibility of hiring an apprentice to assist Charlie. All agreed that when the time comes, we will have great difficulty in finding another Facilities Manager/Fire Mechanic with Charlies background and expertise. Chief Cassou pointed out that when it comes time for a new hire, we will need to advertise the position to find suitable candidates under civil rules.
 - c. Chief Cassou brought to the Boards attention that Karrie White, our Administrative Secretary, has been doing an excellent job managing the day-to-day operation of the office, district finances, record keeping and our current bi-annual, third party audit. Chief Cassou also pointed out the Karrie has passed her anniversary date and was overdue for a step increase. Chief Cassou asked that a discussion and possible action regarding wages be added to the June meeting agenda. Chairman Taborski asked Chief Cassou to research past salary adjustments for all district employees and make recommendations on possible wage increases. Chairman Taborski and Treasurer Ryback stated that they will give thought to whether increases were warranted and if so by how much.
 - d. Chief Cassou informed the Board that we are again pursuing a grant for the installation LED lighting at Station 1 and 2.
 - e. Truck 8161 is currently out of service pending the possible replacement of the emergency lighting “Load Management System” and an engine shut-off solenoid.

VI. Other Business

- a. Long term building plans – The search continues for a suitable parcel in East Quincy to build a new Station 2. The Station 1 repairs are nearing completion. Once the stairs are done on the north side of the Station and the Bay 4,5 and 6 role-up door access panels are finished, then we can finish painting the remainder of the building. Chief Cassou complemented the contractors who have worked on the project. Chairman Taborski and Treasurer Ryback commented on how much better the building looks and how functional and safe the new stair case will be.
- b. COVID-19 – Chief Cassou reported that we are still implementing our infection control policy limiting the number of responders to incidents, staging till the ambulance arrives, social distancing and continuing the use of appropriate protective clothing.
- c. Self-Contained Breathing Apparatus (SCBA- Maintenance and Testing
Chief Cassou, Firefighter McCarthy have gone through all the surplus self-contained breathing apparatus (SCBA) we received from Humboldt County for the purpose of replace our old, low pressure SCBAs with high pressure units. Out of approximately 60 surplus units we were able to piece together 35-high pressure units. A technician from Cascade Fire Equipment came and performed flow tests and certified all 35 units.
Captain Gay and Firefighter Arcangeli replaced all the old SCBA brackets in our apparatus to accept the new units. The high-pressure units have been installed and the low pressure units will be used for spare parts.
- d. Online Training and weekly drill nights - Due to COVID-19 we have been performing much of our training using online platforms. Every drill night, Chief Cassou sends out videos and documents pertaining to subjects that are on our regular training schedule. In addition, we have purchased a Firefighter 1 program including 23 courses with quizzes and tests. We have 25 firefighters signed up for the online courses with 18 participating as of this date. Officer's Meetings are now be conducted on Zoom. Some of our Captains are putting on training classes for small groups using social distancing, gloves and eye protection.

VII. Meeting was Adjourned by Chairman Taborski at 8:15 a.m.

Submitted:



Michael Taborski
Chairman