



Quincy Fire Protection District

Board of Directors

Meeting October 17, 2024

Feather Publishing Co. Board Room

287 Lawrence St. Quincy, CA 95971

I. Call to Order:

- a) Chairman Mike Taborski called the meeting to order at 8:00 a.m. with Vice-Chairman Johnny Mansell, Fire Chief Frank Carey, and Administrative Secretary Karrie White in attendance.

Public Comment: None

II. Approval of September 12, 2024, Meeting Minutes:

- a) Chairman Taborski asked if the minutes were reviewed by the board members; Chief Frank said yes, and Vice-Chairman Mansell made a motion to approve the September minutes, with Chairman Taborski seconding the motion, the motion was approved.

III. Financial Committee Report: Secretary Karrie White

- a) Karrie, in revenue, an increase of grant money of \$17,500. Mostly comprised of a California Fire Foundation grant we received \$10,000. In addition, quarterly interest of \$7438.49 and a US Bank rebate of \$137.80 have been noted.

Normal expenses for the month are listed, and for the CAL-OES incident Gold Complex fire, we received \$16,666.28, which will be included in November's financials. Mansell asked if we needed to do a transfer of funds, and Karrie answered yes.

- b) Mansell: made a motion to transfer funds of \$35,000.00 from the money market account to the checking (operating) account Taborski seconded the motion, motion carried.

IV. Committee Business, Discussion, and Actions:

1) Discussion and possible actions on the Policy and Procedure Manual

a) Karrie reported there were no new updates at this time.

2) Discussion and possible actions on Request for Proposal (RFP) audit services.

a) Karrie said I received a phone call regarding the request for a proposal from Clay Singleton CPA group. Clay had a full schedule of audits; he would not be available for this Fiscal Year. I received a verbal quote of \$14k plus depending on what the District needed for the next Fiscal Year 24/25.

Bequette & Kimmel declined due to a conflict of interest in handling payroll. I still have one CPA group out of Sacramento pending. After a brief discussion, the board agreed to use the current auditor for the current fiscal year's audit.

V. Fire Chief Report: Frank Carey:

a) We had a total of 41 calls for the month: 39 EMS, 1 fire, and 1 hazmat, with an average firefighter call attendance of 4 per call.

b) We let Quincy Tow borrow our forklift to assist in a vehicle accident cleanup, they donated \$500.00

c) I have two fire extinguisher training sessions next week; one for the building department, and another for the Charter School to train their staff on the use of fire extinguishers.

d) I had a meeting yesterday with Tariff Fuego a resource foundation that handles the prescribed burning in our area, they are currently working on Boyles Ravine. The residents had concerns about the burn, asking if the fire department would be present.

Chief Frank and the board members discussed the 318 rule being changed, and the community now needs to obtain two burn permits: one from Cal Fire and the other from air quality control.

VI. Fire Chief Carey Fire Drills:

- b) On 10/01/24: Officer's meeting to go over monthly training, corporate financials and upcoming events.
- c) On 10/08/24: Fire drill, obstacle course
- d) On 10/15/24: Extrication with patient removal and C-spine
- e) On 10/22/24: Fire drill: Scene lighting, salvage, and overhaul
- f) On 10/29/24: Maintenance we had Winter driving.

VII. Fire Chief Inspection Report: Fire Chief Carey

- a) No updates at this time

VIII. Other District Business, Discussion, and Actions:

1) Fire Station 2 replacement: Chief Carey

- a) We have not heard back from any of the companies we spoke to. I did go look at Skip Partlow's building. Skip has dropped his price down \$500,000 for that entire lot and the building would work. It's got one large door on one side and two smaller ones on the other side.

The building would need foam insulation it has a bathroom, and a little office which could be a laundry room area. It is a large piece of property. I spoke with Skip about doing a trade for the Station 2 property with the possibility of dropping the price down. Mansell said first we have to hire an appraiser and then go from there.

2) Discussion, and possible action regarding the progress of the LaPorte facility project:

- a) Chief Frank and Mansell said I have not had any more correspondence since the last meeting.

3) Discussion, and possible action regarding part-time position:

- a) Taborski, what is your intent for your future with the fire department, short-term term vs long-term, with a timeline for a full-time replacement? Karrie said I proposed a phased retirement for a transition period to train a part-time individual of 32 hrs.

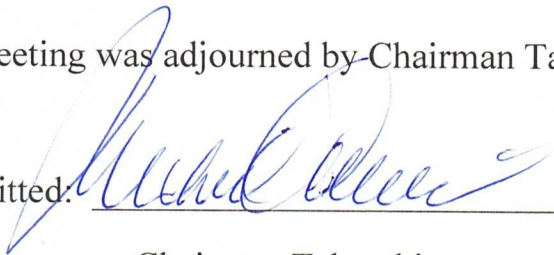
I would like to keep my options to no more than 8 hrs. a week or 32 hrs. a month until the transition of the part-time person training is complete making myself available for any assistance needed.

The board discussed the potential options, including making Karrie a salaried position at \$22,300 a year. With Bequette & Kimmel handling payroll and Fletcher & Company managing audits and FTR reporting, the transition of duties is expected to be smooth. Taborski also noted that the starting wage would follow the adopted county pay scale at level one.

Mansell made a motion to adjourn the meeting, Taborski seconded the motion, motion was carried.

The meeting was adjourned by Chairman Taborski at 8:34 a.m.

Submitted:



Chairman Taborski

11/21/24

Date