

**SOUTHERN INYO FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR BUSINESS MEETING**

TELECONFERENCE PARTICIPATION VIA ZOOM - 730-858-7575 (Password: sand)

PUBLIC PARTICIPATION LOCATION: Email inquiries to sifpd@yahoo.com for more information

**Inyo County May 8, 2020 Mandate: Masks are required to wear in public.
Wednesday, August 19th, 2020 - 6PM**

The Southern Inyo Fire Protection District ("District"), in compliance with the Americans with Disabilities Act ("ADA"), requests that individuals who require special accommodations to access, attend, and/or participate in District board meetings due to a disability, please contact the District Office, (760) 852-4130, at least one business day before the scheduled meeting, to ensure that we may assist you. Gov. Code 54953.2; 54954.2 (a).

The Board is generally prohibited from discussing items not on the agenda. Under limited circumstances, the Board may discuss and act on items not on the agenda if they involve an emergency affecting the safety of persons, or a work stoppage, or if the need to act came to the attention of the District too late to be included on the posted agenda.

The allocated time for public comment is three minutes. Audience members wishing to address the Board regarding an item on the agenda must identify themselves at the time the matter comes up for consideration by the Board. The chair will call the visitor, either before, during, or following the Board's discussion about the matter. The time allowed for each agenda item is a total of three minutes per person.

Notice is hereby posted in accordance with State and SIFPD guidelines that the meeting is being held at the Tecopa Fire Station (410 Hot Springs Road) as approved by the board to the date and time above. This meeting is being held in conformance with current California Covid-19 guidelines which allow participation by remote access.

AGENDA

I. Call to order and determination of quorum

- Jon Zellhoefer, Chairperson
- VACANT, Vice-Chairperson
- Ed Thomas, Treasurer
- Paul Carter, Secretary
- Gary Barkley, Director

II. Confirmation of Agenda/Reading of Minutes:

- Unapproved minutes of August 7, 2020 Emergency Meeting, RE: "Keeper" of Petty Cash
- Unapproved minutes of June 3, 2020 Regular Meeting, RE: Approved FY 20-21 Budget & Board Members Carter & Smith

III. Public Comment: 3 minutes per participant

IV. Board, Officer and Committee Reports

A. Board Member Reports

- a. Board Chair Report
- b. Treasury Report

B. Fire Chief's Report

C. Administrative Report

D. Fleet Mechanic's Report

- a. State of Motor Pool

E. Committee Reports

- a. Property Tax - FY 20-21 Assessments (submitted 8/10/20)
- b. Budget
- c. Grants - CalFire Grant (invoices submitted to review for FY 19-20 cycle)

- d. Development – Inyo County Code section 14.20 Fire Mitigation Fees. (Recently adopted by Inyo Supervisors – <http://www.qcode.us/codes/inyocounty/> and requires action by SIFPD to request implementation.)
- e. Fundraising
- f. Policy Review

IV. Old Business

- A. Status of Ambulance Collections
- B. Status of the Water Kiosk
- C. Fixed Assets Listing

V. New Business

- A. Update Employee Status (*Approved agenda and minutes to update Inyo County's list*)
 - a. Judith Palmer, Fire/EMS Volunteer (*retired 3/19/20*)
 - b. Paul Carter SIFPD Board Secretary (*added 4/20/20*)
 - c. Carl Dennett, Fire Chief (*retired 4/30/20*)
 - d. David Aaron Smith, SIFPD Board Vice-Chair (*resigned 6/4/20*)
 - e. Billy Eichenbaum Fire/EMS Volunteer (*retired 6/26/18*)
 - f. Tanya Henderson Fire/EMS Volunteer (*resigned 8/12/20*)
 - g. Tyler Carter (*new addition*)
- B. Board Vacancy
 - a. Review Letter of Intent for Christy Horne and/or other community members interested.
 - b. Vote for Vice-Chairperson position.
- C. Policy Overview, Review and Amend Procedures
 - a. Policy 3040: Expense Authorization
 - b. Policy 3080: Purchasing
 - i. RE: Policy 3080.6 – Amend procedures regarding timely bill pay for utilities.
 - ii. RE: Policy 3080.7 – Amend authorization procedures during summer session. Possible options include digital signatures, 1 Chair and the Fire Chief.
- D. California Website Compliance – Discuss a District website (SEC. 2. Section 6270.6 of California Gov't Code) and/or steps to file for exemption (*voting and adopting an annual resolution to declare limited resources*). As per the Public Records Act, passed in 2018, website was required by Jan 2020.

VI. Evaluate Distribution of Workload

VII. Good of the Order

VIII. Suggested Agenda Items for Next Meeting

IX. Adjournment & Schedule the next Regular Board Meeting

Prepared by:

Sarah Paz Hyde

8/13/2020

Sarah Paz Hyde, SIFPD Administrator, as directed by Paul Carter, SIFPD Board Secretary

(date)

Agenda posted on Thursday, August 13th, 2020, at the Fire District Office, Tecopa and Shoshone Post Offices, and Tecopa Community Center. To request a copy of the agenda or minutes recorded from this meeting, please contact the District office by phone at (760).852.4130 or by email sifpd@yahoo.com.