

## Shasta Fire Protection District Board Minutes

January 15, 2024

In Attendance: Board members Rusty Swayne, Cynthia MacDonald and Susan Weale. Chief Eric Ohde, Asst. Chief Chris Varnum, Administrator Molly Gonzalez, and various community members.

Meeting Opened at 2:01 pm.

1. Roll call of board and staff:
2. Approve current agenda: Motion: Cynthia MacDonald Second: Susan Weale Vote: Unanimous
3. Approve previous meetings minutes: Two spelling corrections were made to names. Motion: Cynthia MacDonald Second: Susan Weale Vote: Unanimous
4. Public Comment: none
5. Update in WC Insurance: Update given by Chief Eric Ohde. We have been approved for coverage, and our coverage will be retro dated to Dec. 23, 2024 since approval was given at the Fire Risk Management Services (FRMS) Board approval given on Jan. 13, 2025.
6. Strategic and Budget Planning Document 2.0:
  - a. Document presented by Tim Weaver: A discussion of job descriptions and benefits was initiated by Susan Weale. Some formatting changes were made, some wording was changed, Version 3.0 will be sent before our February meeting for approval at our next meeting. Motion: Susan Weale Seconded: Cynthia MacDonald Vote: Unanimous
  - b. Mark Todd spoke of the condition of the Station and the need to make updates.
7. Discussions surrounding volunteer pay stipends: Assistant Chief Chris Varnum spoke about following the model that Burney is currently under. Discussion was had about using a points systems that includes other incentives based on call responses, training attendance, and volunteer hours. A steering committee was formed.
8. Discuss SFPD Mission Statement: Tim Weaver presented the updated Mission Statement. A few minor changes were made. A motion to accept the mission statement was made. Chief Eric Ohde gave resounding approval. A vote for approval will be made at the next meeting.
9. Discuss Travel Policy: Differences were discussed between paid staff, volunteers, and board members. Molly Gonzalez will condense under the recommendations given by Chief Eric Ohde, Assistant Chief Chris Varnum, and Tim Weaver.
10. Oral Comment:
  - a. Chief Eric Ohde is going to the County Chiefs Meeting tomorrow and will be networking and asking around for professional recommendations.
  - b. Susan Weale discussed the reserve funds and the best accounting method for earmarking separate amounts for specific capital improvements.
  - c. Chief Eric Ohde brought up the Shasta CSD/ Volunteer account. Board President Rusty Swayne will need to be added.
  - d. Cynthia MacDonald checked in on the status of inventory. Now that we have WC insurance in place, inventory will begin again.

Meeting Adjourned at 4:22pm.