

## Shasta Fire Protection District Board Minutes

October 16, 2024

In Attendance: Board Members Rusty, Cyndy, Susan, Chief Eric Ohde, Asst. Chief Chris Varnum, Administrator Molly Gonzalez and various community members. Rich Veittheer, Assistant Auditor for Shasta County, arrived at 3:15pm for a time of questions and answers.

Meeting Opened: 2:04 pm

**Opening Comments:** Rich Veittheer, the Assistant Auditor from Shasta County, will be stopping by mid-meeting for any questions.

**Agenda Item 1:** Funds will not be transferred until we are fully insured apart from SCSD. Molly received the list of accounts from Shauna yesterday 10/15 and will be working on updating billing direct to our office.

**Agenda Item 2:** Eric supplied a handout titled Exhibit A. Difficulty in recruiting and keeping volunteers discussed. Eric and Chris will be meeting with the Cottonwood FD to talk about their current graduated pay stipend working as reserves. Susan asked where on our current budget is a 'bucket' listed for volunteer pay. Cyndy made a motion to add volunteer stipends to be added to November agenda. Rusty seconded the motion. The vote in favor was unanimous.

**Agenda Item 3:** Chris recommended setting an internal trackable asset list at \$500. Capitalization Threshold for the County we need to set a resolution, Rich's recommendation was to match the county requirement of \$5,000. This item will be voted upon at the November meeting.

**Agenda Item 4:** Susan led a discussion on the formalization of our meetings, setting time limits on public comment, keeping meetings to a digestible length. She is hoping the board can come up with a formal outline of meetings. Eric brought up the limitations of the way the Water Board runs their meetings that there really isn't much room for feedback. Tim Weaver brought up the comment on agenda items verses non-agenda items. Starting January 15<sup>th</sup> meetings will begin at 6:00pm.

**Agenda Item 5:** Chief Eric and Assistant Chief Chris will begin looking into the legalities and will bring recommendations to the November meeting. Tim Weaver brought up FSLA and Osha postings. Tim Weaver will be assisting Eric and Chris in this endeavor.

**Arrival of Rich V, Assistant Auditor for Shasta County:** Rich gave a warm reminder that a formation like this hasn't ever been done. He will be getting Molly in for some training before November 1. He discussed various steps that need to be taken before the official switch from SCSD to the County. The uniqueness of our area tax base was discussed. Discussion was presented re: the need of an Employee Identification Number. (EIN) We will need this for reporting for state taxes. We currently only have a federal number.

**Action Items/Notes:**

- Molly to pass information re: Prestige Urgent Care to board members before next meeting.
- Molly to check mail twice a week, Tuesdays and Thursday.
- American flag to be hung in building.
- Cyndy- Trunk or Treat at Shasta Union Elementary on October 25<sup>th</sup> at 5:45p-7:30p.
- Molly to update at November meeting on the non-profit of Shasta Guild, 'Friends of Shasta Fire.' Molly was cleared to assist the current Guild in figuring out how to revive their non-profit status.
- Chris presented a training opportunity in Orland, for November 4-5.

***Motion to close meeting made by Cyndy. Seconded by Susan. The vote was unanimous. Meeting closed at 4:45pm.***

***Next Meeting: Wednesday, November 20, 2024 at 2:00pm.***