

# STRAWBERRY FIRE PROTECTION DISTRICT

28217 Tanager Drive  
Strawberry, CA. 95375  
209-965-3513 info71.sfpd@gmail.com

## SFPD BOARD OF DIRECTORS REGULAR MONTHLY MEETING AGENDA

JANUARY 18, 2024 @ 4:00 P.M.

MEETING LOCATION – STRAWBERRY GENERAL STORE (UPSTAIRS, 2<sup>nd</sup> Floor)  
28620 Herring Creek Lane, Strawberry, CA.

**PUBLIC TELECONFERENCING TO THIS MEETING IS NOT REQUIRED AND IS BEING DONE AS A COURTESY TO THE PUBLIC. SHOULD THE TRANSMISSION OF THE MEETING BE INTERRUPTED, THE MEETING WILL CONTINUE IN PERSON AS SCHEDULED. ATTENDANCE VIA TELECONFERENCING MUST BE PRE-ARRANGED WITH THE DISTRICT 24 HOURS PRIOR TO THE START OF THE MEETING. PLEASE CALL 209-965-3513.**

## AGENDA-AMENDED

The SFPD Board of Directors encourages public participation at board meetings. Matters affecting the operation of the Strawberry Fire Protection District and under the jurisdiction of the District will be decided under the terms of the Ralph M. Brown Act which prohibits the Board from taking action on any matter which is not on the agenda unless the Board determines that it is an emergency or other situation specified in Government Code subsection 54954.2. In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify President Martin 48 hours prior to meeting at 209.965.3813. Board Meeting Packets are available for public view. Cell phones must be silenced or set in a mode that will disturb District business during the meeting.

### CALL TO ORDER AND ROLL CALL

### ELECTION OF OFFICERS

- President, Vice-President, and Treasurer.

**PUBLIC COMMENT - This time is provided to the public to speak regarding items not listed on this agenda.**

### CONSENT AGENDA ITEMS

The items listed under the Consent Calendar are considered to be routine and enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of a member of the board. The public may comment on any item listed under the Consent Agenda prior to any action being taken on that Consent Calendar.

#### Approval of the minutes

- Regular Meeting MINUTES - November 16, 2023.
- Special Meeting MINUTES – December 5, 2023.

#### Financial Reports

- SFPD Monthly Financial Reports.
- Tuolumne County Financial Reports for October and November 2023 – Revenue, Expense, AP Activity, AP Account Balance, Trial Balance Report.

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## Resolution 2024-01 - Approving hardship to the district to maintain a website.

### CORRESPONDENCE

- DMV Returned registration and requested a wet signature from seller on Vehicle Transfer and Reassignment. Registration is again pending waiting return of form from Brindlee Mountain Apparatus. DMV also questioning weight of vehicle is under 10,000. DMV will accept a statement from the Chief as to the weight of vehicle fully loaded with equipment, water and personnel.
- Increase in annual fee for ZOOM - \$10 increase effective January 2024, for a total of \$159.90 annually.
- Received balance of funds from USDA 2020 Rural Development Grant, \$12,692.
- Received \$1000 donation from Hoffman.
- Purchased additional storage for Microsoft365 specifically for OneDrive storage \$19.99/year.
- TuoCo. Auditor's Office email forwarded to all board members regarding Form 700 and due date.
- Request to renew SAM registration rec'd. Due by February 14<sup>th</sup>.

### BOARD RESPONSIBILITIES AND GOALS FOR 2024

- Identify board responsibilities.
  - Best Practices.
- Establish and prioritize board goals.
- Committee assignments
  - 2024 proposed committees Policy, Communications, Facilities, Fundraising

### CHIEF'S REPORT

- Discussion regarding staffing station on a part-time basis.

### SFPD NEW BUSINESS -- Discussion and possible action of the following:

- Introduce proposed new Agenda Item Summary form.
- Hazard Mitigation Plan -- Requires board approval/resolution to join other districts/departments already included in the plan. Benefits –
  - Inclusion would eliminate the requirement for SFPD to write its own Hazard Mitigation Plan.
  - Should our area be involved in a "Hazard" we would be eligible to receive federal funding.
  - More participants could help to receive a greater amount of funding.
- Community Wildfire Protection Plan (CWPP).
- ISO report and rating.
  - The entire report will be available on OneDrive.
- Board Member Mandatory Training
  - Ethics AB1234 Training at the time of election/appointment and every 2 years after that.
  - Sexual Harassment Training required every 2 years.
  - Both training courses are available on the CSDA website.

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- Select Learn tab, Board Member Resources, Webinars and find the appropriate training.

## **SFPD OLD BUSINESS – Discussion and possible action of the following:**

- Further discussion on surplus of 714 to determine sell price, identify any equipment included and specialized parts that may add to value.
- Purchase new uniform shirts.
- Encroachment to property boundaries.

## **COMMITTEE REPORTS**

- NOTE -- The committees listed here are proposed and may change based on discussion of agenda item listed above regarding committee assignments.
  - Policy
  - Facilities
  - Communications
  - Purchasing
  - Fundraising

## **BOARD MEMBER REPORTS**

- MARTIN
- ROBERTSON
- MATHSON
- COMBS

## **STAFF/ADMIN REPORT**

## **CLOSING REMARKS**

**NEXT REGULAR BOARD MEETING – February 15, 2024**

## **ADJOURNMENT**