

MINUTES

**BURNEY FIRE PROTECTION DISTRICT
BOARD OF FIRE COMMISSIONERS
MARCH 17, 2020
3:00 PM – REGULAR MEETING**

OPEN SESSION

MEETING CALLED TO ORDER: 3:00 PM by Board Chair Moore

FLAG SALUTE: Board Chair Moore

ROLL CALL

Bob Moore
Roger Valinoti
Steve Sweet
Donna Caldwell - *Absent*

AGENDA APPROVAL

On motion by Valinoti, and second by Sweet, the **Agenda was approved by the following vote:**

Ayes: Moore, Valinoti, Sweet
Noes: None
Absent: Caldwell
Abstain: None

ANNOUNCEMENTS

None.

PRESENTATIONS

None.

COMMITTEE REPORTS

Finance – None
Strategic Plan Committee – None
Fire Station Relocation Committee – None
Legislative Committee – None

PUBLIC FORUM

None.

1. CONSENT CALENDAR

Items are expected to be routine and non-controversial. They will be acted upon by the Board at one time, using one motion, without discussion. Any Commissioner, staff member, or interested person or party may request that an item be removed from the consent calendar for later discussion.

- a. Approval for payment of bills as submitted: February 11, Batch 5; March 3, Batches 1, 2 and 3 2020.
- b. Approval of the Minutes from the Regular Meeting, February 18, 2020.
- c. Monthly financial reports for February 2020.
- d. Ambulance accounts receivable reports for January 2020.

On motion by Valinoti and second by Sweet, **the Consent Calendar items were approved by the following vote:**

Ayes: Moore, Valinoti, Sweet
Noes: None
Absent: Caldwell
Abstain: None

2. ITEMS REMOVED FROM THE CONSENT CALENDAR

Item 1d – Ambulance accounts receivable reports for February 2020.

3. DISCUSSION / ACTION ITEMS

- a. **Approval of BFPD FY 2018 – 2019 Audit Conducted by RT Dennis Accountancy.** There was discussion between the Board Members, Chief Keady, and Bob May who brought various errors within the audit to their attention. The unfunded CalPers deficit continues to be a concern; comments that applied to FY 2019-2020 had been included in the FY 2018-2019 audit; Bob felt that this was incorrect – could be misleading. Board Chair Moore asked Chief Keady to contact the auditor to get things “cleaned up” before the Board votes on accepting this audit. We will most likely call a Special Meeting to do this. *No motion required.*
- b. **Financial Status and Recommendation.** Chief Keady said that Bob May had prepared an Agenda Report to provide a financial analysis of the District. Bob spoke and said that he wanted to raise awareness of the structural deficit of the District. The past several audits have reflected the deficit spending and over the years the funds have continually been going down. Apparatus repairs have continued to go up including the repairs required on the ladder truck that was acquired in 2018. Payroll overtime, minimum wage increases, and many various expenditures continue to contribute to the deficit and continue to rise.

The District needs to establish a reserve account, which in turn will help establish a debt service for future loans. Bob suggested that we create a “sweep” account so that as bills are ready to be paid, the necessary funds will be transferred at that time leaving the remaining funds to accrue interest. In essence, the District needs to restructure the business model on how it operates. *No motion required.*

FUTURE AGENDA ITEMS

Ambulance Financial Report February 2020.

FIRE CHIEF'S REPORT

- Chief Keady said there had been several meetings canceled due to the Corona Virus concern.
- Shasta County Operation Area-First Responder meeting was Monday to give an update on COVID-19.
- Chief Keady has reviewed the OSHA regulations and as of now our workforce is not compromised.
- The only case of COVID-19 in Northern California was reported in Shasta County. There has been multiple testing done daily for several counties; all are coming back negative.
- Several grants have been applied for: 2 ambulances, 2 monitors, an engine, and Bob May is working on a training grant.
- We continue to receive plans for review.
- We have held CPR / First Aid classes for local industry.
- All apparatus are in service.
- There have been no major fires.
- In February we had 54 EMS calls and 18 Fire related calls for a total of 72 calls.

BOARD MEMBER REPORTS

Board Member Valinoti asked what is next for the failed Measure B. Chief Keady said that the County will send us an invoice for our share of the cost. We may consider putting it back on the ballot in November 2020 if the Board so desires.

ADJOURNMENT

Board Chair Moore adjourned the meeting at 4:08 PM

Board President

District Secretary, Cindy Hall

Date: March 17, 2020