

# **BURNEY FIRE PROTECTION DISTRICT**

Established 1939

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## **NOTICE OF TELECONFERENCING IN COMPLIANCE WITH EXECUTIVE ORDER N-29-20**

*This meeting will be conducted via teleconference availability in accordance with Executive Order N-29-20. The meeting will be conducted in a manner that protects the statutory and constitutional rights of the parties or the public appearing before the BFPD Board of Directors. The following information can be utilized by the public who wish to attend and/or address the BFPD Board of Directors:  
Zoom.com / Meeting ID: 837 3984 2956*

### **BOARD AGENDA**

#### **REGULAR MEETING**

Chair – Bob Moore  
Vice Chair – Roger Valinoti  
Secretary – Steve Sweet  
Board Member – Donna Caldwell  
Board Member – Vacant

Board Room  
Burney Fire Protection District Headquarters  
37072 Main Street  
Burney, California 96013



Date: Tuesday, November 17, 2020

Monte Keady, Fire Chief

Time: 3:00 PM Regular Meeting

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are on file in the Office of the Board Secretary and are available for public inspection. If you have questions regarding any agenda item, contact the District Secretary at (530) 335-2212.

Note: If you wish to address the Board during the meeting, please complete a Speaker's Request Form, and give it to the Board Secretary. Speaker Request Forms are provided for your use and can be obtained from the secretary prior to the meeting. **Complaints presented to the Board must not involve specific reference to personnel.** Please honor the *FIVE-MINUTE MAXIMUM TIME LIMIT* when addressing the Board, and complete your thought quickly if the timer sounds while you are speaking. Since discussion of an item not on the posted agenda is not allowed, these concerns will be addressed in a future meeting as soon as practicable under "Public Forum Response." For Agenda items, you will be given an opportunity to speak prior to the Board completing its action. Please begin by stating your name and city of residence. If you wish to pass material to the Board, please hand it to the Board Secretary for distribution.

No boisterous conduct shall be permitted at any Board meeting. Persistence in boisterous conduct shall be grounds for summary termination, by the Chairperson, of the person's privilege of address.

No oral presentation shall include charges or complaints against any District employee, regardless of whether or not the employee is identified in the presentation by name or another reference, which tends to identify that employee. All charges or complaints against employees shall be submitted to the Board of Fire Commissioners under provisions contained in the Burney Fire Protection District Administrative Instruction. Willful disruption of any of the meetings of the Board of Fire Commissioners shall not be permitted. If the Chairperson finds that there is, in fact, willful disruption of any meeting of the Board, he/she may order the room cleared and subsequently conduct the Board's business without the audience present except for duly accredited representatives of the news media, whom the Chairperson finds not to have participated in the disruption. After clearing the room, the Board may permit those persons, who in their opinion were not responsible for the willful disruption, to re-enter the meeting room.

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**BURNEY FIRE PROTECTION DISTRICT  
Board of Fire Commissioners  
Tuesday, November 17, 2020  
3:00 PM Regular Meeting**

**OPEN SESSION**

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**1. MEETING CALLED TO ORDER**

Chair Moore

**2. FLAG SALUTE**

Chair Moore

**3. ROLL CALL**

Bob Moore  
Roger Valinoti  
Steve Sweet  
Donna Caldwell

**4. AGENDA APPROVAL**

**5. ANNOUNCEMENTS**

None.

**6. PRESENTATIONS**

None.

**7. COMMITTEE REPORTS**

Finance  
Strategic Plan  
Fire Station Relocation  
Legislative

**8. PUBLIC FORUM**

Public Comments

**9. PUBLIC FORUM RESPONSE**

Response to public comments by Chief, if necessary.

**10. 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 alter discussion.

- a. Approve payment of claims as submitted.
- b. Approval of the Minutes: Regular Meeting October 20, 2020
- c. Monthly financial report for October 2020.
- d. Ambulance accounts receivable reports for September and October 2020.

**11. ITEMS REMOVED FROM THE CONSENT CALENDAR**

**12. DISCUSSION / ACTION ITEMS**

- a. Board "Appointment in-Lieu of Election" (Incumbent Statement, and Interview Potential New Board Member)
- b. Mutual Aid / Automatic Aid with Shasta County Fire Department
- c. Cooperative Work Experience Agreement with Southern Cascades CSD

**13. FUTURE AGENDA ITEMS**

Part-Time Administrative Assistant Job Description, AI Electronic Signature Policy

**14. FIRE CHIEF'S REPORT**

**15. BOARD MEMBER REPORTS**

**16. ADJOURNMENT**

A complete agenda packet is available for public inspection at the office of the Board Secretary, 37072 Main Street, during regular business hours, 8:00 AM to 4:30 PM, Monday – Friday.

The Burney Fire Protection District wishes to make all of its public meetings accessible to the public. If you need special assistance to participate in this meeting, please contact the Secretary to the Board at 530-335-2212. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. This institution is an equal opportunity provider.