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**BURNEY FIRE PROTECTION DISTRICT  
BOARD OF FIRE COMMISSIONERS  
OCTOBER 19, 2021  
3:00 PM – REGULAR MEETING**

**OPEN SESSION**

**MEETING CALLED TO ORDER:** Board Chair Moore

**FLAG SALUTE:** Board Chair Moore

**ROLL CALL**

Bob Moore  
Roger Valinoti  
Steve Sweet  
Donna Caldwell - *Absent*  
Irene May - *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, I. May  
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.

## PUBLIC FORUM RESPONSE

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: September 7, Batch 1; September 14, Batch 2; September 28, Batches 5, 6, and 7; October 5, Batch 1; October 12, Batches 2 and 3; October 19, 2021 Batches 4 and 5.
- b. Approval of the Minutes from the Regular Meeting September 21, 2021.
- c. Approval of the monthly financials for September 2021.
- d. Approval of the ambulance accounts receivable reports for September 2021 (Wittman and Sierra Receivables).

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, I. May  
Abstain: None

### 2. ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

### 3. DISCUSSION / ACTION ITEMS

- a. **Firefighter Candidate Testing Center (FCTC) Agreement.** Chief Keady attended the Board Meeting via Zoom today. He explained that the FCTC administers both the Candidate Physical Ability Test (CPAT) and the FCTC Entry-Level Firefighter Written Test. Candidates must pass both of these tests in order to be put on the FCTC Statewide Eligibility List (SEL). BFPD has given our candidate requirements to the FCTC and upon our closing date, the FCTC will let us know how many applicants meet these requirements. BFPD will then decide how many of those candidates we want to interview. BFPD only pays for the applicant(s) that are hired.

On motion by Sweet and second by Valinoti, **the Board approves entering into the agreement with FCTC, approved by the following vote:**

Ayes: Moore, Valinoti, Sweet  
Noes: None  
Absent: Caldwell, I. May  
Abstain: None

- b. **BFPD Resolution 2021-08 Capitalization Policy.** The Governmental Accounting Standards Board (GASB) requires governmental entities to capitalize and report Fixed Assets on the annual audited financial statements. Readers and users of the District's financial statements will be aware of the decisions made regarding the accounting for all fixed assets.

On motion by Valinoti and second by Sweet, **the Board approves and adopts Resolution BFPD 2021-08 and the corresponding Capitalization Administrative Instruction, adopting a Capitalization Policy and that all audited financial statements, beginning with the July 1, 2020 fiscal year report should reflect the parameters of this policy, approved by the following vote:**

Ayes: Moore, Valinoti, Sweet  
Noes: None  
Absent: Caldwell, I. May  
Abstain: None

- c. **Report on Parcel Tax or Grant for Personnel.** We are looking into the ballot cost factor for a parcel tax proposition, as well as seeking information on grants for personnel. We hope to have more information for the November board meeting.

#### **FUTURE AGENDA ITEMS**

None.

#### **FIRE CHIEF'S REPORT**

- Chief Keady thanked Captain Cleckler for being the Duty Officer.
- We had a total of 92 calls: 59 EMS related, and 33 fire related.
- We will see a drop in transports due to the ambulance being unavailable,
- Steve with Leader Ambulance is no longer with the company. Gus will be taking the lead on the bariatric ambulance grant.
- E517 is having more work done on it.
- We have had several Covid related calls last week.

#### **BOARD MEMBER REPORTS**

None.

#### **ADJOURNMENT**

Board Chair Moore adjourned the meeting at 3:28 PM

  
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Board President Robert Moore

  
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District Secretary, Cindy Hall

  
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Date: October 19, 2021