

HERALD FIRE PROTECTION DISTRICT

Board Meeting Minutes
Regular Meeting of the Board
Thursday, March 28, 2024 at 6:00 p.m.
12746 Ivie Road, Herald, CA 95638

ATTENDANCE:

Directors Present: Dennis Johnson, Lindsey Carter, Scott Smith, LaCharles James
Staff Present: Volunteer Chief James Hendricks, Business Manager Andrea Adams

A. CALL TO ORDER /ROLL CALL/ PLEDGE OF ALLEGIANCE:

1. Director Carter called the meeting to order at 6:06 pm
2. Pledge of Allegiance lead by Director Carter.

B. ANNOUNCEMENTS/PRESENTATIONS:

1. None

C. HEARING OF THE PUBLIC

1. None

D. CONSENT CALENDAR ITEMS:

- a. Deposits, Claims, Payroll

**M/S Johnson/Smith - To approve the consent agenda.
Approved 4/0**

E. Board of Director Business

1. Oak Tree Planting Presentation
 - i. Give discretion to the Chief to work with Ms. Westphal to plant trees on HFPD property
2. 2024 Committee Assignments
 - i. Facilities/Apparatus: Dennis/Cody
 - ii. Budget: Scott/Dennis
 - iii. Personnel: LaCharles/Scott
 - iv. Policy: LaCharles/Lindsey
3. Apparatus Acquisition Update
 - i. Type I – delivery planned for Sept/Oct
 - ii. Command Vehicle – Budget increased to \$130,000 to complete vehicle purchase and necessary equipment
 1. **M/S Johnson/James – To give the Apparatus Committee discretion to complete vehicle purchase.
Approved 4/0**
4. Facility Repairs Update
 - i. Facilities Committee recommending to use Blevins Construction for roof replacement and repairs
 1. **M/S Smith/James – To approve the Blevins Construction bid for \$43,625
Approved 4/0**

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- ii. Facilities Committee recommending to use Hawk Heating and Air for new HVAC unit at Station 87
 - 1. **M/S Johnson/Smith – To approve the Hawk Heating & Air bid for \$23,414**
 - 2. **Approved 4/0**
- iii. Windows bid – refer to next meeting
- 5. OES Flood Project Status Report
 - i. No update
- 6. Fire Safe Council Update
 - i. Meeting on Saturday
 - ii. Board consensus for Director James to be the Board representative

F. ADMINISTRATIVE REPORTS:

- 1. Volunteer Chief Hendricks provided a detailed written report.
 - i. Response time: 6:47 response time
 - ii. Training: 303 sessions/ 446 hours

G. COMMITTEE REPORTS:

Apparatus/Facilities: bids review

Staffing: Request a permanent employee study to begin in May/June

Policy: None

Budget: None

H. BOARD REPORTS:

Director Johnson – Welcome Scott

Director Smith – Happy to be here

Director Liebig Carter – None

Director James – None

I. PENDING AGENDA REQUESTS:

- 1. Cal Trans Update
- 2. Window Bid
- 3. January Minutes

J. ADJOURNMENT:

Board adjourned at 7:28 p.m.

M/S Johnson/Smith – To adjourn the meeting.

Approved without objection.

Respectfully submitted,

Andrea Adams
Board Secretary

Approved:

Lindsey Liebig Carter
Board Clerk