

**WILLIAMS FIRE PROTECTION AUTHORITY**  
**810 E Street, Williams, California**  
**Special Meeting of the Board of Directors**  
**(In lieu of September 21, 2020 Regular Meeting)**  
**Monday, September 28, 2020**

**MINUTES**

A special meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1730 hours by Chairperson, Allen Gobel.

Director's Present: Allen Gobel, Robert Mendoza, Esteban Torres, John Troughton (arrived at 17:39)

Alternates Present: None

Staff Present: Chief Gilbert, Kara Alvernaz

Other Present: None

Robert Mendoza moved to approve the minutes of the August 17, 2020 regular meeting. Motion was 2<sup>nd</sup> by Esteban Torres. **Motion passed. Ayes 3 Noes 0 Absent 2 by the following vote: Gobel – aye, Mendoza – aye, Torres – aye, Troughton – absent, Turner – absent.**

The Financial Reports date 9/18/2020 and the 8/14/2020 – 9/18/2020 Check Register was presented and discussed. Esteban Torres moved to accept the Financial Reports and approve Check Register listing Checks # 15366 – 15461 out of Umpqua Bank Checking xxxxx1215 totaling \$138,974.12 and Checks # 1023 – 1024 out of Umpqua Bank Strike Team Payroll Fund xxxxx7344 totaling \$148,000. Motion was 2<sup>nd</sup> by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 Absent 2 by the following vote: Gobel – aye, Mendoza – aye, Torres – aye, Troughton – absent, Turner – absent.**

Chief's Report:

- The August 2020 Stats were presented.
- Reported on mutual aid participations.
- Updated on ambulance response times and upcoming ambulance committee meeting.
- Reported that he has received 2 volunteer firefighter applications.
- Reported that the Volunteers Association has approved trying an internship program.

Board members received copy of Department of Homeland Security Fiscal Year 2020 Staffing for Adequate Fire and Emergency Response (SAFER) Grant Award Letter and Award Package. The grant is a 3 year grant to hire 4 firefighters to fill one position. Chief Gilbert reported that the application process has been opened with applications due on October 15, 2020. The grant period of performance starts 2/7/2021 but the Authority can apply for waiver to begin earlier if the hiring process is completed prior to 2/7/2021. John Troughton stated that he would like to see an account established to start setting funds aside to fund the position for a 4<sup>th</sup> year. Discussion followed. John Troughton moved to accept the Award and to establish an account to start holding funds in order to fund the new position for the 4<sup>th</sup> year. Motion was 2<sup>nd</sup> by Robert Mendoza. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – aye, Troughton – aye, Turner – absent.**

Kara Alvernaz reported that the SAFER Grant Award has guidelines and requirements. One requirement is to have a Privacy Policy. The Privacy Policy will be placed on the Authority website. Esteban Torres moved to adopt the Authority Privacy Policy. Motion was 2<sup>nd</sup> by John Troughton. **Motion Passed. Ayes 4 Noes 0 Absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – aye, Troughton – aye, Turner – absent.**

John Troughton informed the board that the City of Williams is willing to contribute an additional \$7500 to the Authority for 2020-2021 to cover a pay step increase to shift firefighters. He is requesting that the Williams Fire Protection District (Rural) contribute \$2500. This is contingent on final approval by Williams City Council on 10/21/2020 and approval from the Rural Board on 10/19/2020. He requested that Labor Negotiators be appointed for 2020 and 2021 so that this increase can be presented to the Williams Professional Firefighters Association. Esteban Torres and John Troughton volunteered. Robert Mendoza moved to approve Esteban Torres and John Troughton to serve as Labor Negotiators for the remainder of 2020 and for 2021. Motion was 2<sup>nd</sup> by John Troughton. **Motion Passed. Ayes 4 Noes 0 Absent 1 by the following vote: Gobel – aye, Mendoza – aye, Torres – aye, Troughton – aye, Turner – absent.**

The meeting was adjourned to Closed Session at 1753 hours.

The meeting was called back to Open Session at 1813 hours. It was announced that direction was given to Labor Negotiators to meet with Williams Professional Firefighters Association.

The meeting was adjourned at 1814 hours.

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Allen Gobel, Chairperson

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Jeff Gilbert, Secretary