

WILLIAMS FIRE PROTECTION AUTHORITY
810 E Street, Williams, California
Regular Meeting of the Board of Directors
Tuesday, February 19, 2019

MINUTES

A regular meeting of the Williams Fire Protection Authority Board of Directors was called to order at 1700 hours by Vice-Chairperson, Allen Gobel.

Directors Present: Mike Charter, Allen Gobel, Robert Mendoza, John Troughton
Alternates Present: Esteban Torres
Staff Present: Chief Gilbert, Kara Alvernaz, John Alvernaz
Other Present: Obadiah Gobel

Mike Charter moved to approve the minutes of the January 22, 2019 regular meeting. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 3 Noes 0 Abstain 1 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – abstain, Turner – absent.**

The Financial Reports dated 2/15/19 and the 1/19/19 – 2/15/19 Check Register were presented and discussed. The updated 2018 Strike Team Reimbursement report was also presented. Mike Charter moved to approve the Financial Reports and Check Register listing Check # 14118 – 14179 out of Umpqua Bank Checking xxx1215 totaling \$82,917.56. Motion was 2nd by John Troughton. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – aye, Turner – absent.**

Chief's Report:

- The January 2019 Stats were presented. Reported on recent flooding at north end of the city and the many water rescues performed. John Troughton thanked the firefighters for their efforts during the flooding, stated it was well coordinated by Chief Gilbert, and an outstanding job done by all involved to keep the water out of the north end of Williams. Thanked Mike Charter for use of pumps.
- Reported that he would like to see the Authority consider applying for FEMA SAFER Grant next year for staffing/hiring and stipends for volunteers.
- Reported that he has put together a 20 page document that explains history and accomplishments of the Authority. Command Staff has set future priorities and grouped them into 5 categories.

John Troughton made a motion to nominate Gerry Nall to serve on the Authority 19/20 Fire Suppression and Protection Benefit Assessment Citizens' Oversight Committee, representing the city area. Mike Charter made a motion to nominate Evan Bill to serve on the Committee, representing the rural district. Both motions were 2nd by Robert Mendoza. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – aye, Turner – absent.** Keenan Jorge was selected

by the Volunteers Association to represent the volunteer firefighters on the committee. The committee will meet prior to the next board meeting.

John Troughton moved to place the proceeds from the sale of the 2007 Chevrolet Suburban into the Capital Equipment Replacement Fund. Motion was 2nd by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – aye, Turner – absent.**

John Troughton moved to accept the Audit Report for the fiscal year ended 6/30/18, as presented by Smith and Newell, Certified Public Accountants. Motion was 2nd by Mike Charter. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – aye, Turner – absent.**

Kara Alvernaz explained that the Authority's Capitalization Policy (13-04) establishes that the minimum capitalization threshold for capitalizing fixed assets is \$500. After researching minimum capitalization thresholds with the Colusa County Auditor and the CPA that conducts the Authority annual audit, she suggested increasing the minimum capitalization threshold from \$500 to \$5000. Mike Charter moved to adopt Policy 19-01 – Capitalization Policy that establishes that the minimum capitalization threshold for capitalizing fixed assets is \$5000. Motion was 2nd by Robert Mendoza. **Motion passed. Ayes 4 Noes 0 Absent 1 by the following vote: Charter – aye, Gobel – aye, Mendoza – aye, Troughton – aye, Turner – absent.**

John Troughton and Allen Gobel agreed to serve on the 19/20 Budget Committee.

The Authority received a request from the Williams Professional Firefighters Association to begin the 19/20 negotiation process. John Troughton and Mike Charter agreed to serve as Labor Negotiators for 2019 employer/employee relations.

During Board/Staff Discussion:

- Kara asked the board if they wished to send a letter to all fire district members of Golden State Risk Management Authority (GSRMA) asking for the fire district members to vote for the Authority in the GSRMA board member elections. Board members told staff to not send a letter out.
- Mike Charter commended the City Public Works staff on their hard work during the flooding on the north end of the city.

The meeting was adjourned at 1758 hours.

Allen Gobel, Vice-Chairperson

Jeff Gilbert, Secretary