

Humboldt Bay Fire Joint Powers Authority
 Board of Directors Meeting Minutes
 July 16, 2015 3:00 p.m.
 Humboldt Bay Fire Conference Room, 533 C St. Eureka, CA

Draft

Secretary-Bergel	DeWald	VC-Ciarabellini	Chair-Gath	Item #	Title and Brief Description	Exhibit
				1.0	CALL TO ORDER The meeting was called to order at 3:00 pm.	
				2.0	PLEDGE OF ALLEGIANCE	
P	P	P	P	3.0	ATTENDANCE <i>Members arriving after the meeting begins will be noted as present.</i>	
					Present: Directors Gath, DeWald, Ciarabellini & Bergel (3:05); Chief Woods, AC Gillespie, Clerk Harris. BC Reynolds. Engineer's Freeman, Hawkins and Lahargoue. Firefighter Campillo.	
				4.0	APPROVAL OF THE AGENDA	
	2	M	Y		Motion was made, seconded (Ciarabellini/DeWald) and passed unanimously to approve the agenda with the addition of an item to communications from HBFL 652.	
				5.0	CONSENT CALENDAR	
				a.	June 18, 2015 Minutes	X
				b.	Year to Date Budget Report	X
				c.	Demands June 2015	X
M	2	Y	Y		Motion was made, seconded (DeWald/Ciarabellini) and passed unanimously to approve the consent calendar.	
				6.0	CEREMONIAL - NONE	
				7.0	COMMUNICATIONS	
				a.	AB 1217	X
				b.	Letter from HBFL652 to open negotiations for the MOU	
				8.0	PUBLIC HEARING - NONE	
				9.0	BOARD AND/OR SPECIAL REPORTS	
				a.	Budget Committee- Directors Ciarabellini & DeWald - NONE	
				b.	Personnel Committee- Directors Gath & Bergel - NONE	
				10.0	OLD BUSINESS	
				a.	Service Credit. The Board is requested to approve a resolution granting two-year service credit for eligible employees.	X
Y	M	2	Y		Motion was made, seconded (DeWald/Ciarabellini) and passed unanimously with a roll call vote to approve Resolution 2015-16 granting a two year service credit for eligible employees.	
				11.0	NEW BUSINESS	
				a.	Executive Secretary Contract. The Board is requested to review and approve an employment contract with Executive Secretary Jenna Harris	X
					The Board directed staff to agendize a procedural policy for employee contracts for the next board meeting. No action was taken, this item was tabled for a later date.	
				b.	Administrative Assistant. The Board is requested to review and approve an employment contract with Administrative Assistant Ashleigh Jordan.	X
					No action was taken, this item was tabled for a later date.	
				c.	Purchase of smaller response vehicle. The Board is requested to approve the transfer of \$40,000 from the "Risk Financing Reserve" fund into the FY 15-16 operating budget for the purchase of a used smaller squad type vehicle.	X
2	M	Y	Y		Motion was made, seconded (DeWald/Bergel) and passed unanimously with a roll call vote to approve the transfer of \$40,000 from the "Risk Financing Reserve" fund into the FY 15-16 operating budget for the purchase of a used smaller squad vehicle.	
				d.	Article 4 Overtime Side Letter on temporary suspension of CTO. The Board is requested to review and approve a side letter with HBFL 652 suspending CTO use until 12/31/15.	X
2	Y	M	Y		Motion was made, seconded (Ciarabellini/Bergel) and passed unanimously to approve the side letter with HBFL 652 suspending CTO use until 12/31/15.	
				e.	Article 27 Staffing Temporary Change Squad Staffing. The board is requested to review and approve a side letter with HBFL 652 temporarily changing the staffing for a squad unit from a Captain and a Paramedic to a Captain and a Paramedic or Firefighter/EMT for the period of 7/1/15-12/31/15.	X
Y	2	M	Y		Motion was made, seconded (Ciarabellini/DeWald) and passed unanimously to approve the side letter with HBFL 652 temporarily changing the staffing for a squad unit form a Captain and a Paramedic to a Captain and a Paramedic or Firefighter/EMT until 12/31/15.	
				12.0	OTHER BUSINESS- NONE	
				13.0	CLOSED EXECUTIVE SESSION -NONE	
				14.0	ANNOUNCEMENT OF NEXT REGULAR MEETING The next regular meeting is scheduled for August 12, 2015.	
				15.0	ADJOURNMENT- The meeting was adjourned at 4:09.	

CLERK'S STATEMENT: I HEREBY CERTIFY THAT I AM THE RECORDING CLERK OF THE HUMBOLDT BAY FIRE JOINT POWERS AUTHORITY and that the foregoing is a full, true and correct copy of the minutes passed by the governing Board of the Authority at the Regular Meeting of the Board of Directors held on the 16th day of July 2015 at 3:00 p.m. Jenna Harris, Clerk