**INDEPENDENCE FIRE PROTECTION DISTRICT**

**BOARD OF COMMISSIONERS**

**MEETING MINUTES**

**Monday, January 13, 2025**

**5:30 PM**

1. Meeting was brought to order at 5:30 p.m. *Present: Commissioners J. Connaughton, A. Broch, J. Sharer (arrived at 5:53), Chief J. Cappello, Asst Chief M. Cappello, Secretary J. Odum, Volunteer M. Bible*

 Flag Salute was led by J. Connaughton

1. Public Comment.

At this time, any member of the public may make comments

during this scheduled period, but no action will be taken.

 *There was no comment*

1. Discussion Items
	1. Fire Chief – We have had a lot of calls since November. Nov. 23rd was the Horseshoe Fire, we assisted and are awaiting payment. Dec.9, Fire at Oysters Mobile home park in Lone Pine. We provided mutual aid. One home totally destroyed.
* Last budget year our CalFire Grant was $9,500. We missed the deadline for reimbursement. Cal Fire contacted us and said we could go ahead and submit. We did, and we received the money. It will be in the fund balance.
* Chief met with Supervisor-elect Will Waddleton to update him on where we were at and how we run. Also met with Senator Alvarado-Gil to talk about funding for a new water tender. She is trying to help get us one, or funding. We have to look at future purchases, we cannot afford the price of new trucks.
* Advanced EMT classes. We have 5 people taking it, M. Cappello, K. Mullen, H. Dungy, T. Taylor & T. Fenske. One person is doing it online at his own pace, the others are in a class that should end at the end of March. Then there are the clinicals to do. Once they have their certificated,

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they will be able to do IV’s, breathing treatments, preform advanced airway management, and other care under guidelines.

* Danny Traylor has a mobile repair service, Elevated Mobile Repair, LLC. He would come to the station to evaluate and/or repair vehicles. Having that option will help with not having to transport the vehicles out of the area, depending on what is needed.
* Vehicle 2228 quit working when we responded to an accident call. Just got the work that it should be an easy fix.
* Commissioner Broch inquires about the status of the lot for the potential new firehouse. There are no updates at this time.

* 1. Asst. Chief-
	2. Other discussion – Mike Bible gave a presentation regarding a solar program for the station. They would use the firehouse rooftop for the footprint. Normally, they would deal with 10,000 sq. feet for more, we are less. Since we are first responders, they will prepare a proposal. It should be no cost to us, long term rental would be an option. The spike of use would not be as much of an issue as it is now. For whatever reason, out last two months of electrical usage has about doubled compared to the prior year. They would provide the panels, hardware and install. Estimated time of install is 3-4 months. Once the company gets their board’s approval, they will create a proposal for us, at which time we would bring before the IVFD commissioners for consideration for approval.
* Mike Bible then gave a presentation on the PS Trax system. It is a cloud-based management system. It helps streamline documentation, inventory. It would keep track of vehicle

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repairs, supplies, expiration dates of equipment, etc. It is easily accessible by the internet. We would need to do a complete inhouse audit of all items stocked. It would give updated on safety gear expiration dates, we would be able to track and send notices to the volunteers that the gear is need of washing after certain events. Everyone would be able to access to see status of vehicles, add notes when things happen, then notifications would be on down the line. It will be a lot of work, but once it is up and running, it will provide valuable information, and is 1911 regulation approved. They would send us a template to use.

* There was other discussion regarding the Maddy grant if not all items were approved, which would be the top priority. Commissioner Connaughton felt that pants and boots would be at the top of the list. M. Bible indicated that we don’t go n a fire without proper gear or equipment. It is all important. Chief Cappello is worrier about vehicle 2214, he would like to look at paying off the water tender as soon as possible. Our budget isn’t increasing with
	1. Budget Report – J. Odum

 Fund Balance as of Jan. 6, 2024

 Fire District Fund 8320: $134,124

 Ambulance Fund 8323: $121,048

 ACO Fund 8321: $154,352

 Wildland Fund 8324: $ 89,342

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1. Consent Agenda

Approve minutes from October 21, 2024

Approve expenditures (rounded)for October, 2024 in the amount of $40,361 (Operating), $12,526(Ambulance) and $3,104 (Wildland)

Significant expenditures for October, 2024 Operating budget: $23,537 personnel costs including annual volunteer payment; $13,747 Brits Diesel for #2213; $411 fuel;

Significant expenditures for October, 2024 Ambulance budget: $9,802 personnel costs for annual volunteer payment, TLV services $580 ambulance billings,

Significant expenditures for October, 2024 Wildland budget: $3,104 MES for nozzles

Revenue received in Independence Fire Operating:

October, 2024 $0

 Revenue received in Independence Fire Ambulance:

October, 2024 $2,495 Ambulance billings

Revenue received in Independence Wildland:

October, 2024 $20,518(quality fire)

Approve expenditures (rounded)for November, 2024 in the amount of $28,471 (Operating), $2,589 (Ambulance) and $12,318(Wildland)

Significant expenditures for November, 2024 Operating budget: $20,174 Burtons Fire; $591 Fuel

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Significant expenditures for November, 2024 Ambulance budget: $2,250 Nar training

Significant expenditures for November, 2024 Wildland budget: $11,443 Quality Fire to volunteers

Revenue received in Independence Fire Operating:

November, 2024 $-0-

 Revenue received in Independence Fire Ambulance:

November, 2024 $490

Revenue received in Independence Wildland:

November, 2024 $-0-

Motioned by: A. Broch Seconded: J. Sharer

 Ayes: -3- Noes: -0- Motion passed: Yes

1. Approve and ratify payment to Joe Cappello in the amount of $246.96 for a travel expenditure for a hotel for Kamran Schendel & Joe rooms on August 20, departing on August 21, 2024 when they took vehicle E2213 to Reno for repairs. Copy of invoice and his credit card statement attached. Reimbursement to be paid from Independence operating budget 832001, object code 5331, travel.

Motioned by: J. Sharer Seconded: J. Connaughton

 Ayes: -3- Noes: -0- Motion passed: Yes

1. Contingent upon County approval of the Maddy Grant, ***Amend*** the 2024-2025 Independence Fire Protection District budget 832001 **by** increasing revenue in object code 4599 Other Agencies by $21,346, ***and***increase expenditures in object code 5121 Personal

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& Safety by 2,436(pants and boots), object code 5232 Office & Other Equip by $17,218 (Base station, microphone for base station, dash mount programming microphone, and 2-compact radios with antenna and charger), object code 5265 Other Prof. Services by $1,692 (for E-Dispatch), and authorize purchase of said requests upon final approval from Inyo County. Copy of Districts request to Inyo County HHS attached. In the event we are not awarded requested amount, adjustments will be made accordingly to revenue & expense, and award notice will be provided to the Auditor’s office so adjustments can be made accordingly.

Motioned by: A. Broch Seconded: J. Connaughton

 Ayes: -3- Noes: -0- Motion passed: Yes

1. Authorize the Chief or his designee to sign the proposal and agreement and any other necessary documents, with Station Automation, Inc, (DBA PS Trax) for their tracking system for checklists and inventory management for **5** years. We would be utilizing the following modules: Vehicle, SCBA, PPE & Critical Asset ***AND*** authorize payment to Station Automation, Inc. in the amount $2,012.50 for the 1st year software license fee, setup & implementation, hosting, and unlimited support from Independence Fire Operating budget 832001, object code 5265, Other Professional Services, ***AND*** authorize the next 4 years estimated annual renewal license fee (currently $1,312.50) from Independence Fire Operating budget 832001, object code 5265 contingent upon approval of future years budgets.

Motioned by: J. Connaughton Seconded: A. Broch

Ayes: -3- Noes: -0- Motion passed: Yes

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1. Authorize the Fire Chief to advertise to sell Vehicle #2211, VIN# 1HTSEAAN9SH603501, 1995 International Type 3 wildland truck for $15,000 or best reasonable offer, after he has offered it to other agencies, and deposit the revenue into the ACO budget.

Motioned by: J. Sharer Seconded: A. Broch

Ayes: -3- Noes: -0- Motion passed: Yes

1. Set day & time for next meeting. Monday, March 17, 2025 at 5:30 p.m.

Motioned by: J. Connaughton Seconded: A. Broch

 Ayes: -3- Noes: -0- Motion passed: Yes

1. Motion to adjourn meeting at 6:42 p.m.

Motioned by: J. Connaughton Seconded: A. Broch

 Ayes: -3- Noes: -0- Motion passed: Yes