

**TUOLUMNE FIRE DISTRICT**

18690 MAIN STREET

TUOLUMNE, CA 95379-9686

(209) 928-4505 - FAX (209) 928-9723

**BOARD OF DIRECTORS MEETING**

**Monday, January 8, 2024 @ 6:00p.m.**

**CALL TO ORDER:**

The meeting was called to order at 6:01 pm by Brian Bell, Chairman.

**ROLL CALL:**

Present: Brian Bell – Chairman, Adam Artzer - Vice Chairman, Darlene Hutchins – Secretary, Tony Kreig – Treasurer (arrived at 6:23 pm), & Alexander Horat – Board Member.

Absent: 0

**OTHERS IN ATTENDANCE:**

Fire Chief Nick Ohler, and Fire Captain Jeff Santi.

**PUBLIC FORUM:**

None

**APPROVAL OF PREVIOUS MINUTES** **December 11, 2023**

Adam made a motion to approve the previous minutes as written.

Alexander seconded the motion.

No public comment. Vote 4/0 – with one absent - Motion carried.

**ACKNOWLEDGMENTS:**

The department continues to run very well, thanks to the hard work done by Chief Ohler and Captain Santi.

**NEW BUSINESS:**

1. **Fire Apparatus Engineer Job Description**

Chief Ohler has accepted a position with Cal Fire and in light of that fact, we needed to look at updating some of the requirements and language in the Fire Apparatus Engineer job description. The job description with adjustments is attached to these minutes.

Tony made a motion to accept the Fire Apparatus Engineer Job Description with the updates and changes to the requirements, Darlene seconded the motion. Vote 5/0 motion carried.

1. **Staffing Options, Employment Posting**

With the departure of Chief Ohler, decisions will need to be made regarding staffing going forward. Since Chief Ohler has chosen to be on a 90-day Leave of Absence, we will look at coverage for the open spot with a Relief Engineer during that time. Brian made a motion to open up a sign up for Relief Engineer to those available to work the open spots on a first come first served basis for the 90-days when Chief Ohler does not have a confirmed start date with CalFire. Adam seconded the motion. Vote 4/0 with one abstention.

We agreed that a special meeting will be called for January 22, 2024, to further discuss the opening of the Fire Apparatus Engineer position and all that it will entail.

1. **Leave of Absence Request**

Chief Ohler advised the Board that he has taken a position with CalFire and will be leaving Tuolumne Fire District (the date of separation to be determined at a later date). Chief Ohler will be invoking his right under the district’s policy to take a 90-day leave of absence which will coincide with his final day worked in the capacity of Fire Chief which will allow him to continue receiving benefits while making the transition.

Brian made a motion that Chief Ohler be granted the 90-day leave of absence that will start following his final shift as Tuolumne Fire District’s Fire Chief. Adam seconded the motion. Vote 3/0 with one absence and one abstention

1. **Uniform Allowance**

Chief Ohler requested this fiscal year's uniform allowance as a cash out in exchange for returning PPE and uniforms specific to Tuolumne Fire. This would be beneficial to the district as the items in question are worth more than the district's annual uniform allowance allotment.

Adam made a motion to allow Chief Ohler to receive this fiscal year’s uniform allowance as a cash out, in exchange for the return of Tuolumne Fire specific uniform and PPE. Darlene seconded the motion. Vote 4/0 with one abstention.

1. **2024 AFG**

This grant is opening up soon and it is the recommendation of Chief Ohler that when the time comes, the district hire a grant writer. He specifically mentioned Ron Benedict a person we have used in the past, would be a good option and a “ballpark” estimated cost could be anywhere from $4,500-$5,500. The grant being awarded to the department is especially important this time as the department is in dire need of a new air compressor.

**NEW BUSINESS**

1. **Strategic Planning Committee:**

The Strategic Planning Committee, (Chief Ohler, Brian Bell and Tony Kreig) The committee is working on a couple of things:

a. A letter has been sent to the Tribe for another meeting. (pending)

b. Meeting with CL Riggs regarding Fire Protection Money, the SAFER

 Grant and the cost of Cal-Fire.

**2. Department Report (the detailed report is attached to these minutes)** Chief Ohler discussed what he had written in his attached report.

 **3. Administration Report**

All reports were reviewed and approved this month.

 **4. Approval of Warrants and Requisitions**

All warrants and requisitions were approved.

**ADJOURN**

8:05pm

**SPECIAL BOARD MEETING – January 22, 2024**

**NEXT REGULAR BOARD MEETING – February 12, 2024**