

JACKSON VALLEY FIRE PROTECTION DISTRICT

SPECIAL MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: June 17th, 2022 at 6:30 pm

Location: Jackson Valley Fire Protection District Firehouse

Address: 2701 Quiver Drive, Lone, CA 95640

I) Call the Special Board of Directors Meeting to Order:

The meeting was called to order at 6:30 p.m. by Chairman Herfel, also present, Treasurer Cantwell and Director Farmer; Director Calhoun was absent. There is a vacant seat on the Board of Directors, open seat until January 2023. Staff present; Chief Makemson, Engineer Gibson and Volunteer James Engstrom; Secretary Renee was present. After the meeting was called to order The Pledge of Allegiance was recited.

II) Approval of Agenda:

Items listed on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and action and made part of the regular agenda at the request of a Board member(s)

Treasurer Cantwell moved to approve the agenda, Director Farmer 2nd the motion, all in favor 3 ayes; Director Calhoun was absent.

III) Public matters not on the agenda:

Discussion items only, no action to be taken. Please note there is a three (3) minute limit per speaker per topic. No discussion.

IV) Board of Director Vacancy Seat Vote: Suggest Action; Discussion and Possible Action:

Chairman Herfel spoke to the Board reporting this meeting was called to discuss and vote on the recommendation of the committee to receive Katie Scott as the new Board of Director for the Jackson Valley Fire Protection District. Treasurer Cantwell moved to accept the committee's recommendation and vote to accept Katie Scott on the Board of Directors, Director Farmer 2nd the motion, all in favor 3 ayes. Director Calhoun was absent. Secretary Fogal will send a letter to the Board of Supervisor with the recommendation.

V) Review of Personnel Policy: Suggest Action; Discussion and Possible Action

Chairman Herfel spoke to the Board regarding the Personnel Policy to adopt guidelines with better job definitions for staff, Board members and all employees be updated in the policy. This topic is the first agenda Chairman Herfel would like to be addressed in the policy. Chairman Herfel would like this to be a topic at the next board meeting. It is suggested that a draft of the job definitions be distributed for review at the next meeting for discussion.

NEW BUSINESS: Discussion only:

Chief Makemson asked to add to the next agenda the following topics.

- a) The Amador Water Agency; to address a notice regarding the waste water usage at the Jackson Valley Firehouse.
- b) A closed session added to on next agenda to discuss contract negotiations.

Chairman Herfel would like to include a "Timeline for Directors" in writing going forward so there is a guideline.

Adjournment:

Treasure Cantwell moved to adjourn, Director Farmer 2nd the motion; all in favor 3 ayes.

Next Regular Meeting will be held on: Wednesday July 13th, 2022 at 7:00 pm.

These Minutes shall be made available upon request in alternative formats to persons with a disability, as required by the Americans With Disabilities Act of 1990 (42 U.S.C. 12132 and the Ralph M. Brown Act (California Government Code 54954.2) Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Jackson Valley Fire Protection District at (209)763-5848, during regular business hours, at least forty-eight hours prior to the time of the meeting.