



Conference Room
Southern Cascades Operations Base and Training Center
205 Ash Valley Road, Adin, CA 96006
January 20, 2025, 5: 00 PM
Regular Board Meeting Minutes

Call to Order by Chairman Joiner at 5:02 PM by Craig Joiner

Pledge of Allegiance

Roll Call:

Present: Davis, Endicott, Joiner, Fisher, Peterson

Absent: None

Director Endicott moved, and Director Fisher seconded to approve Agenda with no deletions or additions.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Public Comment-none

CLOSED SESSION (entered Closed Session at 5:03 PM)

Per Government Code 54957, Public Employee Performance Evaluation- District General Administrator

Per Government Code 551.071 Real Property Negotiations

Per Government Code 54956.1 (d) Conference with legal Counsel-Anticipated Litigation, Significant Exposure to Litigation-(2) potential cases

Reconvene to OPEN SESSION at 6:09 PM

Instructions are given to staff, resultant of the Closed Session

Reports

CFO Report- Jamie Ingram is absent today

EMS Report- Gonzo Solorio is absent today

Education Division Report: None

District General Administrator Report-

- Reapplying for the McConnel Foundation grant to apply for another HTS vehicle
- Our 23/24 audits are now sent to USDA for applying for Rural Facilities Grant
- The Ford Transit in Alturas was in an accident hitting a deer. The car is in the shop waiting for an insurance adjuster. The approximate cost to fix is estimated at \$12,000.
- We have received our first tax check from Modoc County.
- I am scheduled to take SHRM-CP exam (Society for Human Resource Management-Certified Professional) test in Sacramento on Thursday this week
- We were awarded a state local security grant in the amount of \$6700. This is a reimbursement grant. This can be used for equipment replacement on our computers and a centralized domain plus some security measures such as a firewall upgrade.
- We now have found a free training portal from Vector Solutions which will also track certifications for staff. We are locked in unfortunately to Navex our current training portal. We cannot exit early as we are locked in for 3 years. Navex is \$9000.00 per year.

Action Items

Election of Officers

Director Endicott moved to Nominate Craig Joiner as Board Chair

Director Endicott moved to Elect Craig Joiner as Board Chair. Director Fisher seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Fisher, Peterson

ABSTAIN: Joiner

ABSENT: None

Director Davis nominates Bob Fisher as Vice Board Chair

Director Endicott moved to elect Bob Fisher as Vice Board Chair. Director Endicott seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: Fisher

ABSENT: None

Director Fisher nominates Kathy Peterson as Board Secretary

Director Fisher moved to elect Kathy Peterson as Board Secretary. Director Davis seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Fisher, Joiner

ABSTAIN: Peterson

ABSENT: None

Director Davis nominates Rick Endicott as Board Treasurer

Director Fisher has moved to elect Rick Endicott as Board Treasurer. Director Fisher seconds the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Fisher, Joiner, Peterson

ABSTAIN: Endicott

ABSENT: None

Committee Assignments

Finance Committee- Rick Endicott, Craig Joiner

Policy Committee-Craig Joiner, Clinton Davis

Personnel Committee-Bob Fisher, Kathy Peterson

Outreach Committee-Rick Endicott, Clinton Davis

Director Fisher moved to Approve board minutes for December 16, 2024. The motion is seconded by Director Joiner.

RESULT: APPROVED, UNANIMOUS

AYES: Endicott, Joiner, Fisher

ABSTAIN : Davis, Peterson

ABSENT: None

Director Endicott moved to Approve Resolution 2025-01, authorizing the execution and delivery of a municipal lease-purchase agreement with Financial Bank Leasing, Inc DBA Umpqua Bank Equipment Leasing & Finance and authorizing certain action in connection therewith. Director

Peterson seconded the motion. The amount is \$109,495.58 plus interest. The interest rate is 5.24%.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Director Peterson moved to approve the Lactation Accommodation policy. Director Clinton seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Director Peterson moved to approve Travel Time/Mileage Reimbursement policy. Director Davis seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Director Fisher moved to Approve the amended Organizational Chart. Director Peterson seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Director Fisher moved to approve amendment of the Employee Handbook to reflect changes to the section, "Salaries and Benefits During Pregnancy Disability Leave". Director Fisher seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Director Endicott moved to Approve District General Administrator to attend SDRMA Spring Education Day-attendance is free, one night stay is \$170.24. Director Davis seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

Opening of sealed bids for 2012 Ford E150. This was advertised for two weeks in the Modoc Record for the blue book value of \$5500.00

Director Peterson moved to Approve a refund of \$65.00 to Manes Ranch Joint Living Trust for the over taxation of (1) parcel. Director Davis seconded the motion.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Fisher, Peterson

ABSTAIN: None

ABSENT: None

ATTACHMENTS TO INCLUDE:

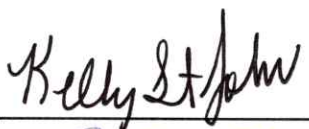
Resolution 2025-01

Lactation Accommodation policy

Travel Time/Mileage Reimbursement policy

Amended Organizational Chart

Meeting is Adjourned at 7:36 PM by Chairman Joiner

Attest: Kelly St. John  Board Clerk Date: 2-17-25

Attest: Rick Endicott  Board Secretary Date: 2/17/25