



## Pliocene Ridge Community Services District

Serving the communities of Alleghany, Forest City, and Pike City  
100 Pike City Road, Pike City, CA 95960

### Regular Meeting Wednesday, October 16, 2013, 6:30PM, Station 71 Alleghany AGENDA

#### I ESTABLISH QUORUM, CALL TO ORDER, FLAG SALUTE

At a regular meeting, the board may take action upon an item of business not appearing on the posted agenda if, *first*, the board publicly identifies the item, and, *second*, one or more of the following occurs:

- A. The board by a majority vote of the full board decides that an emergency as defined I government code section 54956.5 exists; or,
- B. Upon a decision by a two-thirds vote of the board or, if less than two thirds, of the board members present, a unanimous vote of those present, the board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; or
- C. The item was posted on the agenda of a prior meeting of the board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

Members of the public shall be afforded an opportunity to address the Board on any Agenda items except closed session items. Reasonable time limits may be established. Government Code Section 11125.7. If you have any questions or require reasonable accommodations due to a disability, please contact the Board Secretary at 530-288-3326.

#### II APPROVAL OF AGENDA

#### III PUBLIC COMMENT

#### IV INFORMATION/DISCUSSION ITEMS

- A. Correspondence:
- B. Committee/Member/Business Reports:
  1. Station 71 Fire Chief Hale
  2. Station 67 Fire Chief
  3. Station 71 Auxiliary
  4. Station 67 Auxiliary
  5. Risk Manager Dan Guyer
  6. Board Member Reports:

#### V ACTION ITEMS

- A. Approval of Minutes of September 18, 2013 Regular Meeting
- B. Approval of Treasurer's Report dated September 30, 2013  
Debit Card Expenses Report
- C. Unfinished Business:
  1. Status of Crown truck sale:
  2. FCC licensing status: Rae Bell Arbogast
- D. New Business
  1. Facilities Self Inspection: Risk Manager
  2. Appoint Risk Management Committee: (from June meeting)
  3. Accept Audit Report
  4. Approve payment of audit billing, \$2,000.00 to Boden, Klein & Sneesby
  5. Discussion: Insurance-Rae
  6. Interest in board training day

#### VI NEXT MEETING AGENDA ITEMS: 2014 calendar, election of 2014 officers,

#### VII ANNOUNCEMENTS The next regular meeting of the PRCSD Board of Directors is scheduled for November 20, 2013, 6:30pm, Station 67 Pike City. (Reminder: There is no schedule meeting for December 2013.)

#### VIII ADJOURNMENT



**REGULAR MEETING**  
**Wednesday, October 16, 2013, Station 71 Alleghany**  
**MINUTES**

A quorum was established and the meeting called to order at 6:30PM by Pres. Wayne Babros. Board members present: M. Womack, W. Babros, D. Guyer; absent: T. Buckbee, B. Coons. Also present: Co Chiefs Jim Buckbee and Tom Starr, Chief Bob Hale, Treasurer R. Arbogast. Absent: Sup. Lee Adams. Flag salute.

**APPROVAL OF AGENDA** Moved by M. Womack, seconded by D. Guyer to add "New Business, #7. Adopt 2013/14 Budget." **Motion passed: 3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant.** Moved by M. Womack, seconded by D. Guyer to approve the corrected agenda. **Motion passed: 3 Ayes, 0 Nays, 2 Absent, 0 Abstain, 0 Vacant.**

**PUBLIC COMMENT:** None.

**INFORMATION/DISCUSSION ITEMS**

**Correspondence:** 10/ /8/13 Spec. District Fin. Trans, and comp. Rpt.; Inv. 1067 BKing, \$150; 10/14/13 Thank you to Donna Williamson and staff for mandated training; NORCAL CQI.

**Committee/Member/Business Reports:**

**Station 71:** Chief Hale reported all rigs status quo. Wayne Babros is getting tires for chief's rig. Waiting for parts to complete the lighting grant. No new grants working.

**Station 67:** Co-Chief Buckbee reported is he awaiting confirmation for the ISO appointment, but he expects it to be 10/22 or 23. Defib. battery only taking a half charge. Need \$350 to purchase a new battery. The chiefs will check with the auxiliary to see if they can purchase. All the turnouts have been replaced with updated gear. Purchased a steel door for the office, need to hang

**Auxiliary 71:** Chief Hale reported that the Kids Xmas party will be 12/14.

**Auxiliary 67:** GhouL Stew coming up on Oct. 26<sup>th</sup> and the annual Xmas Potluck on Dec. 14. The department is going to present a certificate of appreciation to outgoing Treasurer, Pat Knoblauch.

**DIRECTOR BRUCE COONS ARRIVE AT APPROXIMATELY 6:38PM.**

**Risk Manager:** No report.

**Board Member Reports:**

**Defensive Driving Class:** Need names of those wishing to attend. Includes all personnel.

**ACTION ITEMS**

**Approval of Minutes:** Moved by B. Coons, seconded by D. Guyer to approve the minutes of Regular Meeting of September 18, 2013 as submitted. **Motion passed: 1 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant.**

**Approval of Treasurer's Report:** Moved by M. Womack, seconded by D. Guyer to approve the Treasurer's Report of September 30, 2013. **Motion passed: 4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant.**

**Debit Card:** Moved by M. Womack, seconded by B. Coons to increase the amount of the debit card from \$200 to \$500. **Motion passed: 4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant.**

**UNFINISHED BUSINESS**

**Status of Crown Truck:** Jim Buckbee to prepare write up for Maris. Check status in January.

**FCC licensing status:** Rae reported that the name changes from the individual departments to the PRCSD have been requested.

**NEW BUSINESS**

**Facilities Self Inspection:** Move to January 2014.

**Appoint Risk Management Committee (from June):** Need to find a Pike City person to replace Mike Scholle. Jim Buckbee to find someone. The committee functions as one with the Safety Committee and meets quarterly.

**Audit Report:** Moved by D. Guyer, seconded by B. Coons to accept the 2012/13 Audit report submitted by Boden Klein & Sneesby. **Motion passed: 4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant.**

**Audit Billing:** Moved by D. Guyer, seconded by B. Coons to pay the bill in the amount of \$2,000 to Boden Klein & Sneesby for the 2012/13 Audit. **Motion passed: 4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant.**

**Insurance:** Rae shared a flier regarding insurance for firefighters but there was no money to pay for it.

**Board Training Day:** Rae shared a flier re a Fire District Board Workshop that is being held on Oct. 19<sup>th</sup> in Graeagle. Downieville fire chief Lee Brown is trying to put together a similar training on this side of the pass. There was great interest to participate. Rae will follow up and report back to the board.

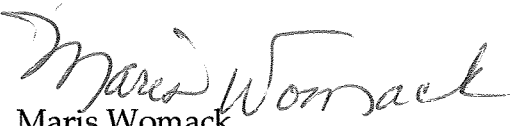
**Adopt 2013/14 Budget:** Moved by M. Womack, seconded by D. Guyer to adopt the budget as submitted. **Motion passed: 4 Ayes, 0 Nays, 1 Absent, 0 Abstain, 0 Vacant.**

**NEXT MEETING AGENDA ITEMS:** 2014 Calendar, election of officers

**ANNOUNCEMENTS** The next regular meeting of the PRCSD Board of Directors is scheduled for November 20, 2013, 6:30pm, Station 67 Pike City.

**ADJOURNMENT** Moved by M. Womack seconded by D. Guyer and passed unanimously to adjourn the meeting. So ordered by President Babros at 7:22pm.

Respectfully submitted,

  
Maris Womack  
Secretary

Minutes adopted \_\_\_\_\_  
Date 11-20-13  
Initial MW  
Minutes submitted or changed \_\_\_\_\_  
Initial \_\_\_\_\_



**Pliocene Ridge Community Services District**

Serving the Communities of Allegheny, Forest City, and Pike City  
 100 Pike City Road  
 Pike City, CA 95960

Treasurers Report cut off date: **September 30, 2013**

				Beginning Checking Account Balance	\$ 6,410.68
<b>Deposits</b>					
Budget Line #	Date	From:	For:	Amount	
4030.3	9/11	PCVFD	Final Truck Payment	\$ 1,627.84	
				<b>Deposits Total</b>	<b>\$ 1,627.84</b>
<b>Expenditures</b>					
Budget Line #	Ck #	Date	To:	For:	Amount
		9/9	transfer to debit card		\$ 898.03
8660	2202	9/6	Northern Home Medical	Oxygen Pike	\$ 43.00
	2203		AT&T		\$ 29.27
6172.2				Phone Allegheny	\$ 14.44
6172.3				Phone Pike	\$ 14.83
2000	2204	9/7	Sierra County Public Works	Last year's final fuel bills	\$ 223.12
			April, May and June	Allegheny	\$ 118.47
			April, May and June	Pike	\$ 104.65
	2205	9/7	Solon Fire Equipment	Fire Extinguishers	\$ 640.53
8230				Compliance Pike	\$ 104.61
7230			(Allegheny includes SCBA's)	Compliance Allegheny	\$ 282.50
7300			New Fire extinguishers	Small Equipment Allegheny	\$ 253.42
	OL	9/18	PG&E		\$ 528.27
6170.2				PG&E Allegheny	\$ 45.47
6170.3				PG&E Pike	\$ 97.88
9171.4				Streetlights - Forest	\$ 41.11
9170.4				Streetlights - Allegheny	\$ 343.81
2000.1	2206	9/18	State of Calif. OES		\$ 1,627.84
6295.3	2207	9/18	Daniel Guyer	Hill's Flat Reimburse	\$ 125.77
	2208		VOIDED		
8301	2209	9/29	Banner Communications	radio batteries	\$ 229.23
7350	2210	9/29	Sierra County Public Works	fuel Allegheny part of last year	\$ 8.69
	679	9/18	Sandy Buckbee	\$158.80 transfer to debit card + \$3.95 fee	\$ 162.85
				<b>Expenditures Total</b>	<b>\$ 4,516.60</b>
				<b>Ending Checking Account Balance</b>	<b>\$ 3,521.92</b>
				<b>Starting Savings account balance</b>	<b>\$ 11,876.02</b>
				transfer from checking	
				interest earned	\$ 1.30
				transfer to FUNDS	\$ (5,453.35)
				<b>Ending Savings Account Balance</b>	<b>\$ 6,423.97</b>
				<b>Balance on Prepaid Cards &amp; Debit Card Account</b>	<b>\$ 1,400.00</b>
				<b>General Fund (accounts listed above) Total</b>	<b>\$ 11,345.89</b>
				<b>Restricted Fund account Starting Balance</b>	<b>\$ 15,636.65</b>
				interest earned	\$ 2.14
				transfer from savings	\$ 5,453.35
				<b>Fund account Ending Balance see budget sheet for detail</b>	<b>\$ 21,092.14</b>
				<b>Total ALL FUNDS</b>	<b>\$ 32,438.03</b>

Chief 67 Card	\$ 200.00
Chief 71 Card	\$ 200.00
Treasurer Card	\$ 1,000.00
	\$ 1,400.00

October 16, 2013 MW

Meeting da. 10/15/13

PRCSO FY 13-14 Budget Worksheet		09-10	11-10	11-12	12-13	Proposed 13-14	
acc#	NAME	Actual	Actual	Actual	Actual	Actual	
4202.1	Tax Revenue Fire	\$21,956.67	\$23,463.02	\$22,921.22	\$26,280.67	\$ 22,000.00	
4030.1	Donations District	\$185.16	\$185.16				
4030.2	Donations Allegheny	\$2,492.58	\$646.47	\$580.95	\$1,077.05		
4030.3	Donations Pike	\$5,411.67	\$1,711.36	\$5,932.22	\$2,866.60	\$ 2,988.41	CDF grant 50% + truck payment
4040.1	Grants District	\$1,000.00	\$1,000.00	\$21.80	\$1,000.00	\$ 1,898.03	1,000 training grant plus light rebate put here
4040.2	Grants Allegheny	\$2,336.98			\$ 714.77		
4040.3	Grants Pike	\$3,505.43			\$ 736.26	\$ 1,360.57	CDF Grant
4060.2	Surplus Sales Allegheny						
4060.3	Surplus Sales Pike	\$528.71		\$ 333.98		\$ 2,060.49	
4070.2	Mutual Aid Allegheny	\$3,513.19		\$ 1,390.12	\$ 1,903.32	\$ 2,640.86	
4070.3	Mutual Aid Pike	\$491.41		\$130.07	\$11.57		
4082.0	Other Income		\$21.96				
	Revenue Total	41,236.64	27,027.97	35,434.04	34,590.24	32,948.36	
<b>INCOME</b>							
6170.2	Electricity Allegheny	\$871.47	\$943.46	\$701.13	\$736.73	\$ 750.00	
6170.3	Electricity Pike	\$991.32	\$883.70	\$891.72	\$1,028.70	\$ 1,000.00	
6172.2	Telephone Allegheny	\$315.56	\$237.67	\$181.23	\$226.78	\$ 173.00	Allegheny rate reduced took off call-forwarding since dispatch station moved
6172.3	Telephone Pike	\$241.55	\$169.70	\$142.47	\$187.35	\$ 173.00	
6174.2	Water Allegheny	\$399.30	\$413.62	\$396.00	\$441.00	\$ 432.00	rate increase went into effect 4/1/13. +\$3.00 per month
6176.2	Propane Allegheny	\$680.87	\$776.87	\$527.39	\$908.68	\$ 750.00	Had an extreme cold snap in early winter 12/13 that lasted for over a week.
6180.1	Insurance	\$7,499.00	\$9,443.00	\$9,237.90	\$8,113.00	\$ 5,714.00	Higher than preliminary because portion of credit was for 12-13 FY
6230.1	Compliance/Training	\$1,089.78	\$67.03			\$ 150.00	
6250.1	postage/copies/office supplie	\$110.00	\$149.93	\$97.00	\$171.31	\$ 200.00	more postage in 12/13
6265.1	County Mgmt Fee	\$3,001.47	\$2,709.53	\$2,780.02	\$2,539.65	\$ 2,800.00	
6270.1	Bookkeeping	\$720.00	\$720.00	\$730.00	\$750.00	\$ 750.00	
6273.1	Auditor Fee				\$ 5,693.95	\$ 2,000.00	
6275.1	Board Development Fee			113.22			
6280.2	Solid Waste Fee Allegheny	\$406.70	\$407.70	\$407.70	\$67.94	\$ 68.00	
6280.3	Solid Waste Fee Pike	\$312.56	\$312.56	\$312.56	\$122.30	\$ 122.00	
6295.2	Building Maint. Allegheny	\$157.23	\$157.23	\$680.95	\$15.00	\$ 510.11	
6295.3	Building Maint. Pike				\$ 46.35	\$ 1,587.92	
6301.1	Training Equipment						
6704.0	Other Expenses	\$10.00		30.00		23.00	
	Subtotal	16,569.56	17,392.00	17,229.29	21,074.74	17,180.03	
<b>OVERHEAD EXPENSES</b>							
7230	Op Compliance/Training	\$371.10	\$637.75	\$708.05	\$521.48	\$ 600.00	SCBA's not done in 12/13 2 firefighters need title 22 class
7296	Mutual Aid Payroll			\$ 156.15		\$ 1,049.63	includes estimated payroll taxes of 12%
7300	Small Equipment	\$4,673.91	\$685.62	\$675.32	\$ 2,802.69	\$ 500.00	12/13 high because of repeater replacement
7301	Equipment Repairs & Maint.	\$408.86	\$732.91	\$380.60	\$670.49	\$ 500.00	
7350	Fuel	\$211.88	\$380.60	\$726.45	\$787.92	\$ 800.00	
7630	Vehicle Repair & Maint.	\$284.64	\$1,163.85	\$1,050.28	\$654.39	\$ 2,000.00	
7660	Supplies	\$205.36		\$ 443.63	\$ 144.00	\$ 300.00	
	Subtotal	6,155.75	3,600.73	3,759.88	5,580.97	5,749.63	
<b>AVFD</b>							

PRCSD F		4-14 Budget Worksheet		09-10		11-10		11-12 Actual		12-13 Actual		Proposed 14	
acc#	NAME	Actual	Actual										
8230	Op Compliance/Training	\$733.35	\$356.43	\$391.28	\$615.80	\$	\$ 600.00						
8296	Mutual Aid Payroll	\$1,410.90	\$261.11	\$6,852.79	\$712.01	\$	\$ 699.75						
8300	Small Equipment	\$7,043.83	\$	\$	\$2,361.24	\$	\$ 1,860.57						
8301	Equipment Repairs & Maint.	\$658.95	\$	\$	\$	\$	\$ 500.00						
8350	Fuel	\$1,227.03	\$914.22	\$509.10	\$623.07	\$	\$ 800.00						
8630	Vehicle Repair & Maint.	\$3,281.85	\$366.64	\$2,670.17	\$368.05	\$	\$ 2,000.00						
8660	Supplies	\$212.97	\$	\$80.00	\$	\$	\$ 300.00						
	Subtotal	14,768.88	1,918.40	11,235.88	4,718.88		6,760.32						
County is WAY behind on billing this and auditor wants us on accrual basis.													
Includes estimated payroll taxes of 12% 500 plus CDF grant													
Lights													
9020	Streetlight Tax Revenue	\$5,142.43	\$5,123.00	\$4,969.00	\$5,083.79	\$	\$ 5,004.30						
9030	Streetlight Donations	\$140.00	\$160.00	\$100.00	\$	\$	\$						
	Streetlight Income Total	\$5,282.43	\$5,283.00	\$5,069.00	\$5,083.79	\$	\$ 5,004.30						
9170	Streetlight Expense Allegheny	\$3,849.56	\$3,876.18	\$3,878.29	\$3,733.83	\$	\$ 4,000.00						
9171	Streetlight Expense Forest	\$475.63	\$479.08	\$481.59	\$466.05	\$	\$ 500.00						
	Streetlight Expense Total	\$4,325.19	\$4,355.26	\$4,359.88	\$4,219.88	\$	\$ 4,500.00						
	Lights Net	\$957.24	\$927.74	\$709.12	\$853.91	\$	\$ 504.30						
P & L													
	Total Expenses (without lights)	\$37,514.21	\$22,911.13	\$32,225.05	\$31,374.59	\$	\$ 29,689.98						
	Lights addition or (subtraction)	\$967.24	\$927.74	\$709.12	\$853.91	\$	\$ 504.30						
	Income Statement net change	\$4,678.67	\$5,044.58	\$3,918.11	\$4,079.56	\$	\$ 3,762.88						
Fixed Assets													
1350.2	Equipment Allegheny												
1350.3	Equipment Pike												
1370.2	Vehicles Allegheny												
1370.3	Vehicles Pike												
	Fixed Assets Expenditures total												
Balance Sheet													
1200.0	Accounts Receivable		\$5,842.38										
2000.1	Accounts Payable	(\$2,012.93)	(\$6,315.16)	(\$1,683.52)	(\$1,655.68)	\$	(\$1,627.84)						
	Final Truck Payment on 8/760/												
Details on Fund sheet													
	Fund Additions	(\$3,730.47)	(\$1,727.74)	(\$2,905.66)	(\$3,307.39)	(\$2,718.28)							
	Fund Withdrawals	\$2,769.57	\$486.69	\$2,496.90	\$5,906.70	\$	\$ 1,700.43						
	Net (moved to) or taken from funds	(\$960.90)	(\$1,241.05)	(\$408.76)	\$2,599.31	(\$1,017.85)							
NET CHANGE CASH FLOW \$1,705.84 \$3,330.75 \$1,825.83 \$5,023.19 \$ 1,116.99													
Surplus to Contingency Fund (\$3,300.00) (\$1,800.00) (\$5,000.00) (\$1,000.00)													
Year ending													
	Contingency Fund	09/10	10/11	11/12	12/13	13/14							
	Audit Fund	\$1,600.00	\$2,400.00	\$3,950.00	\$	\$ 9,100.00							
	Streetlight Fund	\$1,083.68	\$1,528.74	\$1,760.92	\$	\$ 2,222.00							
	PCVFD Building Fund	\$8,196.27	\$6,199.27	\$6,350.79	\$	\$ 7,572.27							
	PCVFD Vehicle Fund	\$293.81	\$293.81	\$655.48	\$	\$ 2,378.31							
	AVFD Building Fund	\$439.74	\$439.74	\$475.30	\$	\$ 677.47							
	AVFD Vehicle Fund	\$319.02	\$319.02	\$416.82	\$	\$ 972.79							
	Total Funds	\$11,935.52	\$16,480.56	\$18,669.31	\$	\$ 23,107.84							

<b>Streetlights</b>	Streetlight Income	\$ 5,004.30	tax revenue only							
	Streetlight Expense	\$ 4,500.00	estimated a little higher than last year.							
	<b>Net</b>	<b>\$ 504.30</b>	Fund addition for the fiscal year.							
	<b>PORTION COUNTY FEE (TO BE PAID OUT)</b>	<b>500.43</b>	<b>\$5,123 @ 10 %</b>							
	<b>Starting Balance</b>	<b>\$ 2,218.13</b>	<b>Additions</b>	<b>\$ 504.30</b>	<b>Withdrawals</b>	<b>\$ (500.43)</b>	<b>End Balance</b>	<b>\$ 2,222.00</b>	<b>Net gain (loss)</b>	<b>3.87</b>

<b>Pike Funds</b>	Gross Income Mutual Aid Pike	\$ 2,640.86		
	Payroll expenses	\$ 699.75		
	<b>Net Mutual Aid Income</b>	<b>\$1,941.11</b>		
		<b>Additions</b>	<b>Starting Balance</b>	<b>Withdrawals</b>
Pike Building Fund 20%	\$ 388.22	\$ 8,569.05	\$ (1,200.00)	\$ 7,757.27
Pike Vehicle Fund 55%	\$ 1,067.61	\$ 1,310.70	\$	\$ 2,378.31
General Fund 25%	\$ 485.28	(not added to total below, doesn't "go" anywhere)		

<b>Alleghany Funds</b>	Gross Income Mutual Aid Allgny.	\$ 2,060.49		
	Payroll expenses	\$ 1,049.63		
	<b>Net Mutual Aid Income</b>	<b>\$1,010.86</b>		
		<b>Additions</b>	<b>Starting Balance</b>	<b>Withdrawals</b>
Allgny. Building Fund 20%	\$ 202.17	\$ 475.30	\$	\$ 677.47
Allgny. Vehicle Fund 55%	\$ 555.97	\$ 416.82	\$	\$ 972.79
General Fund 25%	\$ 252.72	(not added to total below, doesn't "go" anywhere)		

<b>Audit Fund</b>	08-09 Budget addition	\$ 800.00
	09-10 Budget addition	\$ 800.00
	10-11 Budget Addition	\$ 800.00
	11-12 Budget Addition	\$ 1,550.00
	12-13 Budget Addition	\$ 1,550.00
	12-13 WITHDRAWAL	\$ (5,500.00)
<b>Year-end balance</b>	<b>0.00</b>	

<b>TOTALS</b>	Contingency addition not included below	\$
	Total Fund Additions for 13/14FY	\$ 2,718.28
	Total Fund Withdrawals for 13/14 FY	\$ (1,700.43)
	<b>NET CHANGE</b>	<b>\$ 1,017.85</b>

<b>Contingency Fund</b>	<b>Year</b>	<b>Addition</b>	<b>Withdrawal</b>	<b>Balance</b>
	10/11	\$ 3,300.00	\$	\$ 3,300.00
	11/12	\$ 1,800.00	\$2,000.00	\$ 3,100.00
	12/13	\$ 5,000.00	\$	\$ 8,100.00
	13/14	\$ 1,000.00	\$	\$ 9,100.00
				\$ 9,100.00
				\$ 9,100.00
				\$ 9,100.00
				\$ 9,100.00

Rae Bell Arbogast  
P.O. Box 919  
Alleghany, CA 95910  
530-287-3454

*M/215 copy*

*ck # 2212  
10/7/13*

Date	Invoice #
9/30/13	1067

Bill To
Pliocene Ridge CSD 100 Pike City Road Pike City, CA 95960

Hours	Description	Rate	Amount
10	Bookkeeping – quarterly bill Details attached.	\$15.00	\$150.00
<b>Due upon receipt</b>		<b>Total</b>	<b>\$150.00</b>

*over →*

*10-16-13*



quarterly billing - Rae

Date	Start	Stop	Hours	Notes
7/4/2013	3:00	4:00	1	routine bookkeeping
7/26/2013	2:00	3:00	1	routine bookkeeping
8/8/2013	9:00	10:00	1	routine bookkeeping
8/15/2013	1:00	3:00	2	year-end close-out and reports
9/7/2013	8:30	10:30	2	routine bookkeeping & year-end revision
9/15/2013	10:00	11:00	1	routine bookkeeping
	12:30	2:30	2	proposed budget preparation
			<b>10</b>	

# **Defensive Driving**

## **When you are at work, and when you are not**

**Date:** Wednesday, December 4, 2013

**Time:** 6:30 pm

**Where:** Dobbins-Oregon House Fire Protection District  
9150 Marysville Road  
Oregon House, CA 95962

***Presented by:***  
Mark Marshall

***Brought to you by:***  
Golden State Risk Management Authority

For more information or to register please contact  
Jennifer Peters at [lossprevention@gsrma.org](mailto:lossprevention@gsrma.org), or (530) 934-5633.

**Please register by November 22, 2013**



# PREPARED & PROTECTED

California State Firefighters' Employee Welfare Benefits Corporation presents

# BENEFITS FOR CALIFORNIA'S VOLUNTEERS



Coverage for your Volunteers funded by the CSFEWBC SAFER Grant at no cost to you!

- Simple enrollment! Each Department Chief submits a roster once-a-year.
- Encompasses all of the current and prospective volunteers\* in the entire state of California.
- \$2.2 Million available for benefits over the 4 year period of the grant.
- Includes Accident/Injury Insurance and Disability of \$200/Week.
- Includes \$50,000 Accidental Death and Dismemberment (AD&D) Coverage.

\*Volunteers must meet designated Standards of Performance

For more information, and to receive an enrollment form for your Department, contact:  
Emily at 800-827-4695 ■ [ecraig@myers-stevens.com](mailto:ecraig@myers-stevens.com)

License #0425842

funded by the DHS SAFER grant.





**PLUMAS COUNTY FIRE CHIEFS ASSOCIATION HOSTING**



# **FIRE DISTRICT BOARD WORKSHOP**

**Saturday, October 19, 2013 9am-5pm Graeagle FPD**

***For Fire Board or Commission Members,  
Council Members, Supervisors, Fire  
Chiefs, Administrative Staff and anyone  
involved with fire district governance!***



## **Legal Foundations**

- Special District Governance
- Fire Protection District Law
- Conflict of Interest and Ethics Laws
- Public Records Law
- LAFCO Law and Procedures
- Understanding FRA, SRA, LRA
- Other Laws and Ordinances
- Resources for Fire Departments
- Planning for Cooperative, Regional Efforts
- Plumas County Fire Chiefs Association Strategic Plan

## **Fire District Governance**

- Principles of Board Governance
- Board Dynamics
- Board Roles and Responsibilities
- Staff Roles and Responsibilities
- Fire Chief Personnel Evaluation
- Perceptions of Organizational Success
- Board Meetings, Open Meeting Law

Instructor Jim Hill has conducted workshops on special district laws as well as board governance and dynamics throughout the state. He is a past president of the Fire Districts Association of California and the Sonoma County Fire Districts Association.

Jim has been a board member with the Cloverdale Fire Protection District for the past eight years, and prior to that served eleven years on the board of the Forestville Fire Protection District. He was on the steering committee that formed REDCOM, a Fire/EMS dispatch joint powers authority in Sonoma County and served as its first board chair. He was also involved with the development of a Fire District Administration Handbook and has 41 years of fire service experience.

**Cost = \$50 per person, payable to Plumas County Fire Chiefs Association.  
Please RSVP to Tom Forster: [tforster@mac.com](mailto:tforster@mac.com) or 530-836-1086 by October 16**