

AGENDA

GOLDEN GATE FIRE CONTROL & RESCUE DISTRICT

4741 Golden Gate Parkway

September 14, 1993

Tentative Budget Hearing

TIME: 6:30 P.M.

1. Pledge of Allegiance/Invocation
2. Tentative Budget for 1993/94
3. Adjourn

Regular Fire Commission Meeting

TIME: 7:30 - 10:00 P.M.
Recess if not Completed

1. Call Regular Commission Meeting to Order
2. Approval of Agenda
3. Approval of Minutes, Date(s): 8/10/93

4. Old Business:
 - A. Discussion About Administrative Employee Reviews
 - B. Consideration to Purchase Furniture for Station 71

5. New Business:
 - A. Set 1993/94 Fiscal Year Meeting Dates
 - B. Discussion on Bills for Emergency Complex Construction

6. Reports:
 - A. Operations
 - B. Expenditures
 - C. Association
 - D. Union

7. Adjourn

GOLDEN GATE FIRE CONTROL & RESCUE DISTRICT

COMMISSION MEETING

SEPTEMBER 14, 1993

THESE MINUTES ARE JUST HIGHLIGHTS OF THE MEETING. REFER TO THE RECORDED TAPE IF MORE INFORMATION IS NEEDED.

The Chairman called the board meeting of the Golden Gate Fire Commissioners to order at 7:30 P.M.; all board members were in attendance. There were approximately 7 people in the audience.

Approval of Agenda:

Chief Peterson requested the addition of Request to Purchase Fire Prevention Material. This will be discussed under New Business, item C.

- * A motion was made by Commissioner Budd and seconded by Commissioner Smith to approve the agenda as amended. Motion passed unanimously.

Approval of Minutes, Date(s): 8/10/93:

- * A motion was made by Commissioner Budd and seconded by Commissioner Smith to approve the minutes of the 8/10/93 meeting as written. Motion passed unanimously.

Discussion About Administrative Employee Reviews:

Chairman Strain stated that copies of the proposed employee review forms had been provided to the other commissioners for their review and expressed his feelings that the chief would be rated by each individual commissioner and the filled out forms would go into the chief's personnel file for reference in the future. This would not be anything that would be discussed at an open meeting, this would be something that the commissioners could review themselves by requesting his file.

Commissioner Budd felt this was a worthwhile endeavor but would like to have an opportunity to modify, adjust, or make possible suggestions for organizing the forms a little different. He would also like to give the Chief an opportunity to review the proposed forms and give his input, especially in the area of percentage of time spent in various functions of the job. The board advised this item be put on next month's agenda when they will format a formal final copy.

Consideration to Purchase Furniture for Station 71:

Copies of three (3) quotes were included in the meeting packet. The Chief briefed the board on the quotes and after some discussion:

- * A motion was made by Commissioner Budd and seconded by Commissioner Smith to authorize \$1,577.00 (Pine Factory Furniture and (2) recliners from local dealers) to purchase furniture for Station 71. Motion passed unanimously.

Set 1993/94 Fiscal Year Meeting Dates:

- * A motion was made by Commissioner Smith and seconded by Commissioner Budd to schedule the fire commission meetings for the 3rd Wednesday of every month at 6:30 P.M. Motion passed unanimously.

Discussion on Bills for Emergency Complex Construction:

Chairman Strain advised that most of the bills supplied by the County were not invoices but copies of County purchase orders and in order to do an accurate accounting of the expenses, supplier invoices are needed. Chairman Strain went on to say that he could verify \$773,00.00 which leaves a discrepancy of \$213,000.00. Chief Peterson advised that the furniture bought specifically for S.O. and EMS were billed to the fire district. The board would like to have a memo sent to the District's attorney advising him that the Commissioners had requested construction invoices and the bills that were supplied were not adequate and until they receive verification of the actual bills on this project they can only agree with the signed agreement.

Request to Purchase Fire Prevention Material:

Chief Peterson explained the need for this to be a standard September issue because the department cannot get an accurate account of students for ordering fire prevention material for fire prevention week until after school actually opens. The request is for \$2,230.00 for coloring books, stickers, film (that will add to our library), campaign posters, T-shirts, educational handbooks, and \$300.00 for (6) \$100 savings bonds to be used as prizes for a poster contest for the middle school students. The Golden Gate community provides education for 5,455 students from kindergarten through 8th grades.

- * A motion was made by Commissioner Smith and seconded by Commissioner Budd to approve the expenditure of \$2,230.00 for fire prevention material. Motion passed unanimously.**

Operations Report:

The Chief gave the following oral report:

1. Fire Service Steering Committee will meet here on Tuesday, September 28th at 7:30 P.M.
2. Asked the commissioners about the letter from the auditor extending an invitation for an educational session on the audit process. Two of the commissioners expressed an interest in this. The Chief will contact the auditor and get back with them.
3. Advised that Engineer Stephens resigned on 8/20/93. Both of the open engineer positions have been filled by existing Golden Gate volunteers who are already firefighter and EMT State certified. The Chief introduced Matt Zaleznik as one of the new firefighters. Corey Nelson is the other new firefighter.
4. Spent time at the courthouse on the consolidation issue. The County Commissioners gave Norris Ijams forty-two (42) days to come back before the board with answers to the questions raised during the session. As of this afternoon, no one has contacted any of the fire service.

Expenditures:

- * A motion was made by Commissioner Smith and seconded by Commissioner Budd to approve the expenditures as presented. Motion passed unanimously.**

Volunteer Association Report:

No report.

Union Report:

No report.

Adjournment:

Commissioner Budd requested an agenda item for next month's meeting. He would like some discussion on some sort of a planning session in order to look at goals for this department for the coming year in terms of serving the community.

***A motion was made by Commissioner Smith and seconded by Commissioner Budd to adjourn the meeting at 8:20 P.M. Motion passed unanimously.**

Minutes of the 9/14/93 fire commission meeting were approved on 10/20/93.



Commissioner Mark Strain



Commissioner Gene Smith



Commissioner Russell Budd