

EAST COUNTY FIRE SUPPORT SERVICES DIVISION
BOARD OF REPRESENTATION
MEETING MINUTES
September 25, 2007

1 **CALL TO ORDER:**

2 Bill Snyder called the meeting to order at 19:00hrs.

3
4 **Roll Call:**

5 Board Members present: Bill Snyder, Jim Kenny, and Marc Mechling.

6 Administrative Committee Members present: Chief Andrews and Chief Mattox.

7 ECFSS Personnel present: Administrative Secretary Jennifer Pardee and Shop
8 Foreman Bill Hoffman.

9 Additional Personnel present: Chief Silva.

10 **CONSENT AGENDA:**

11 **Approval of Minutes**

12 Jim Kenny moved to approve the August 28, 2007 minutes.

13
14 Bill Snyder moved to second the motion.

15
16 On vote, **Motion Carried 2/0.**

17
18 **DISCUSSION AGENDA:**

19 **1. 2007 Capital Purchases**

20 Chief Andrews discussed the four capital purchase needs for 2007; 1)
21 Squarerigger software update, 2) Temporary shelter electrical service, 3)
22 Temporary shelter lighting, and 4) Temporary shelter heating. Commissioner
23 Snyder questioned the cost of the electrical service request. Chief Andrews
24 explained how the Admin Committee is recommending a place holder of \$10,000
25 for the electrical service in order to move forward.

26
27 Commissioner Kenny moved to authorize the purchase of the three items up to
28 \$17,300 for the temporary shelter electrical service, temporary shelter
29 lighting, and temporary shelter heating.

30
31 Commissioner Snyder moved to second the motion.

32
33 **On vote, Motion Carried 2/0.**

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35 Jennifer Pardee and Chief Andrews discussed the Squarerigger Quote.

36
37 Commissioner Snyder moved to approve \$9665.40 for the Squarerigger software
38 update.

39
40 Commissioner Kenny questioned the necessity of the product.

41
42 Commissioner Kenny moved to second the motion.

43
44 **On vote, Motion Carried 2/0.**

45
46 Commissioner Kenny expressed concern with the request for \$10,000 worth of
47 software. He feels as though the software is not an emergency and could be
48 built into next year's budget. Commissioner Kenny continued to explain how
49 the ECFSS budgeted \$20,000 to be transferred into the Capital fund, but the
50 ECFSS is exceeding the yearly amount transferred. Chief Andrews reminded the
51 board that the ECFSS puts in a large sum more than \$20,000 and anticipates
52 doing the same at the end of 2007. Commissioner Snyder commented on how it
53 is not unfamiliar to have capital requests through out the year because

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1 things come up. Chief Silva mentioned how most boards meet more often than
2 the ECFSS board, so when there are fewer meetings then proposals for capital
3 purchases will occur.

4
5 **1. 2008 Expense Budget**

6 Four preliminary budgets were presented by the Administrative Committee.
7 After the proposal of all the preliminary budgets the ECFSS board directed
8 the Administrative Committee to create a budget that includes both changes;
9 1) no shop truck travel time charge and 2) personnel change, but potentially
10 not break the \$80.00 hourly rate for the Associate Agencies.

11 The ECFSS board requested that the Administrative Committee inform Associate
12 Agencies of the 2008 hourly rate.

13
14 Brief discussion occurred regarding the ECFSS becoming its own entity. Chief
15 Silva requested direction from the board to conduct a feasibility study on
16 the ECFSS becoming a stand alone organization that may be implemented in
17 2009. Commissioner Kenny expressed concern with increased costs.
18 Commissioner Snyder explained how the ECFSS would become a stand alone
19 entity, but no change is necessary to the shop location.

20
21 **EXECUTIVE SESSION:**

22
23 **STAFF COMMENT/CHIEF'S STATUS REPORT**

24
25 **CALL ON BOARD MEMBERS/ATTENDANCE CHECK**

26 The next meeting date will be October 23, 2007, 19:00hrs @ Station 71.

27
28 The Meeting was adjourned at 20:33

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34 _____
35 Bill Snyder
36 Chairman

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40 _____
41 Jennifer Pardee
42 Recording Secretary