

# EAST COUNTY FIRE SUPPORT SERVICES DIVISION

## BOARD OF REPRESENTATION

### MEETING MINUTES

January 27, 2009

1 **CALL TO ORDER:**

2 Bill Snyder called the meeting to order at 17:00 hours.

3  
4 **ROLL CALL:**

5 Board Members present: Roy Waugh, Neil Doherty, Bill Snyder, Jim Kenny, and  
6 Bob Meador. Administrative Committee Members present: Chief Andrews, Chief  
7 Guptill, and Chief Mattox. District Chiefs present: Chief Silva. ECFSS  
8 Personnel present: Administrative Secretary Jennifer Pardee and Shop Foreman  
9 Bill Hoffman.

10 The motion was made by Commissioner Doherty and seconded by Commissioner  
11 Snyder, to appoint Commissioner Meador as Chairman of the Board. On vote,

12  
13 Motion carried 3/0.

14  
15 It was the consensus of the Board to appoint Neil Doherty as Vice Chairman of  
16 the Board.

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18 **CONSENT AGENDA:**

19 **Approval of Minutes**

20 The motion was made by Commissioner Snyder and seconded by Commissioner  
21 Doherty, to approve the October 28, 2008 minutes. On vote,

22  
23 Motion carried 3/0.

24 **ACTION AGENDA:**

25 **CDL Policy Approval**

26 The Administrative Committee presented the CDL Policy and brief discussion  
27 occurred. The motion was made by Commissioner Snyder and seconded by  
28 Commissioner Doherty to approve the CDL Policy. On vote,

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30 Motion carried 3/0.

31 **DISCUSSION AGENDA:**

32 **2009 Capital Budget**

33 The Administrative Committee presented the 2009 Budget. The Board went  
34 through each requested purchase for 2009 and reviewed the fund balance.

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36 The motion was made by Commissioner Snyder and seconded by Commissioner  
37 Doherty to approve the purchase of the Scan Tool not to exceed \$6,500. On  
38 vote,

39  
40 Motion carried 3/0.

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42 The motion was made by Commissioner Doherty and seconded by Commissioner  
43 Snyder, to approve the process of going out to bid for a Shop Truck not to  
44 exceed \$40,000. On vote,

45  
46 Motion carried 3/0.

47 Chief Guptill requested to go out to bid for the Shop Mezzanine Office Space.  
48 It was the consensus of the Board to allow Chief Guptill to go out to bid for  
49 the Shop Mezzanine Office Space with the exception that the bids are brought  
50 to the Board before moving forward.

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**INFORMATION AGENDA:**

**1. 4<sup>th</sup> Quarter Financial Report**

The Administrative Committee presented the 4<sup>th</sup> Quarter Financial Report. After discussion the motion was made by Commissioner Snyder and seconded by Commissioner Doherty, to approve the transfer of \$58,000 from fund 772-73 (Expense) to fund 772-77 (Capital). On vote,

Motion carried 3/0.

**2. Stand Alone Agency Update**

The board reviewed the status of the stand alone agency process and discussed the impact that District #1 could potentially have on the program. It was the consensus of the Board to table the topic until June 23, 2009.

**CALL ON BOARD MEMBERS/ATTENDANCE CHECK**

The next Board Meeting is scheduled for February 24<sup>th</sup> 2009. Commissioner Snyder and Doherty will be unable to attend. District #3 stated that their alternate will not be able to attend; however, a new alternate will be assigned.

The motion was made by Commissioner Doherty and seconded by Commissioner Snyder, to adjourn the meeting at 20:35.

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Bob Meador  
Chairman

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Jennifer Pardee  
Recording Secretary