

# EAST COUNTY FIRE SUPPORT SERVICES DIVISION

## BOARD OF REPRESENTATION

### MEETING MINUTES

February 23, 2010

1 **CALL TO ORDER:**

2 Bob Meador called the meeting to order at 19:00 hours.

3  
4 **ROLL CALL:**

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

10 **CONSENT AGENDA:**

11 **Approval of Minutes**

12 The motion was made by Commissioner Snyder and seconded by Commissioner  
13 Inman, to approve the October 27, 2009 minutes. On vote,

14  
15 Motion carried 3/0.

16  
17 **ACTION AGENDA:**

18 **1. Approve 2010 Capital Budget**

19 Chief Andrews reviewed the 2010 Capital Budget and explained that there were  
20 three items scheduled for purchase totaling \$106,500 in 2010. The motion was  
21 made by Commissioner Waugh and seconded by Commissioner Snyder, to approve  
22 the 2010 Capital Budget. On vote,

23  
24 Motion carried 3/0.

25 **2. Election of Officers**

26 The motion was made by Commissioner Snyder and seconded by Commissioner  
27 Waugh, to nominate Commissioner Doherty as Chairman for the Board of  
28 Commissioners. On vote,

29  
30 Motion carried 3/0.

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32 The motion was made by Commissioner Inman and seconded by Commissioner Waugh,  
33 to nominate Commissioner Snyder as Vice Chairman for the Board of  
34 Commissioners. On vote,

35  
36 Motion carried 3/0.

37  
38 **DISCUSSION AGENDA:**

39 **1. Regional IT Feasibility Study**

40 Chief Guptill reviewed the regional IT feasibility study and explained the IT  
41 situation of both District #3 and District #7. Chief Guptill continued to  
42 discuss the different visions for the Regional IT. The motion was made by  
43 Commissioner Waugh and seconded by Commissioner Snyder, to move forward with  
44 the Regional IT Feasibility Study. On vote,

45  
46 Motion carried 3/0.

47 **2. District #7 Land Use (Shop)**

48 Chief Andrews explained how District #7 has recently purchased fifty (50)  
49 acres for a training facility and is currently looking at two parcels that  
50 are two and a half acres each. District #7 would like to know how interested  
51

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1 the ECFSS board is in possibly utilizing those parcels for a new shop  
2 facility. Chief Guptill discussed his vision for the ECFSS and how a new  
3 facility could foster the development of a central warehouse for bulk  
4 purchasing and facilities maintenance. Commissioner Snyder stated that  
5 District #3 is interested in the shop utilizing the proposed land. Overall,  
6 the ECFSS Board was interested in further discussions pertaining to the two  
7 parcels of land being utilized for a new shop.

#### 8 **INFORMATION AGENDA:**

##### 9 **1. Fourth Quarter Financial Report**

10 Chief Guptill reviewed the fourth quarter financial report with the Board.  
11

##### 12 **2. Fourth Quarter Fund Balance Summary**

13 Chief Guptill reviewed the fourth quarter fund balance summary with the  
14 Board.

15  
16 After further discussion pertaining to the budget the Board was in favor of  
17 the recommendation to transfer twenty thousand dollars (20,000) from the  
18 ECFSS Expense Fund 772-73 into the ECFSS Capital Fund 772-77.

##### 19 **3. Grounds Maintenance**

20 Chief Guptill briefly discussed how Chief Widdis from District #1 had  
21 requested that the ECFSS seek proposals on behalf of District #1 for grounds  
22 maintenance. Jennifer Pardee explained that bid results have been received  
23 and forwarded to District #1 for review. The motion was made by Commissioner  
24 Waugh and seconded by Commissioner Snyder, to have the ECFSS manage the  
25 grounds maintenance contract if District #1 should decide to move forward  
26 with awarding the bid. On vote,  
27

28 Motion carried 3/0.  
29

#### 30 **CALL ON BOARD MEMBERS/ATTENDANCE CHECK**

31 The next Board Meeting was scheduled for April 27, 2010.  
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33 There being no further business the meeting was adjourned at 20:05.  
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38 Bob Meador  
39 Chairman  
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44 Jennifer Pardee  
45 Recording Secretary  
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