



CALIFORNIA PINES COMMUNITY SERVICES DISTRICT
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 ALTURAS, CALIFORNIA 96101
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MEETING MINUTES
September 21, 2022

CALLED MEETING TO ORDER AT BY CHAIRMAN TO THE BOARD OF DIRECTORS – Buck Rodgers at 4:30 P.M.

FOLLOWED BY ROLL CALL.

DIRECTORS PRESENT	STAFF PRESENT	PUBLIC PRESENT
Chairman – Buck Rodgers	Ryan Sherer- Assistant GM	Justin Ulrich
Vice Chairman- Todd Ehlinger	Susana Rubio-Board Secretary	
Director- Mark Bishop		
Director- Terri Bishop		
Treasurer-Sue Ehlinger		

ANNOUNCEMENTS, INTRODUCTIONS, RECOGNITIONS:

None

PUBLIC COMMENT:

None

Scheduled Items- None

CONSENT CALENDAR: (All matters under the Consent Calendar are routine and will be approved by one motion, unless a board member requests separate action on a specific item.)

- Consider adoption of the September 21, 2022 meeting agenda.
- Consider approval of the Financial Reports- July 2022 and August 2022 (Treasurers Report)
 - Profit and Loss. Budget vs Actual YTD
 - Balance Sheet

Motion: The motion to approve all items on the consent calendar was made by Mark Bishop seconded by Terri Bishop. Motion approved unanimous. Treasure Sue Ehlinger reported that she reviewed the financial reports prepared by the CPA and to the best of her knowledge they appeared accurate.

OLD BUSINESS: None

NEW BUSINESS: Cal Fire Resolution- We applied for the 50/50 grant. Motion to approve resolution was made by Terri Bishop seconded by Mark Bishop motion approved unanimous.

Time keep/ Scheduling for fire department has been discussed to make the time keeping digital for us to be more organized. Fire Captain Justin Ulrich along with Ryan have talked and done research and they found this one to be the best one it will do it all such as tracking, PR, group messaging, tracking etc. CSD would be looking at a cost \$2,400 this is a program that will need time to be built in but it’s a good advancement for us.

EPCR/Fire Reporting- A software was presented which would make all reporting for medical and fire digital this would keep documentation of calls you'd be able to input all basic run down of when our guys go on calls, name age, etc. To stay in compliance, it's something we need to do. This would cut down captain's time reporting.

GENERAL MANAGER REPORT: Assistant GM Ryan, stated that we are no longer with the Modoc National Forestry. Everyone is back home and starting the first of October we will lose all of our seasonals for this year we will be short on FF but there is a new way of recruitment that we are trying with social media to put us more out there. We have got in touch with a marketing company that will help with the process of us getting more promoted and help with interviews virtually setting up a well system showing what we are about and what our department offers and reaching people who will understand the pay and place to hopefully reach people who stay with us longer term. He also stated the reason for delay with our fire payout has been because there was a lapse with our contract with the federal government it was not a mistake on our end that we had control of but everything has been situated and we should be seeing our payments come by the 30th of this month. Everything else has been good. Ryan mentioned a Billing system for the office In previous meetings a new billing software has been discussed, Black mountain software is recommended by the CSDA as a vendor they will help with all billing purposes including payroll he met with some of them at a expo in Tahoe and they are someone we would like to move forward with once fire pay comes in.

A motion to approve the EPCR software and Time Keep and schedule was made by Terri Bishop seconded by Mark Bishop. Motion approved unanimous,

A motion of a 10k cap for black mountain was made by Mark Bishop seconded by Terri Bishop Motion approved unanimous.

DIRECTORS REPORT

Director Terri Bishop discussed her concern due to the power outage that happened on Monday 9/19/22 for about 3 hours do to SVE having issues with their power supplier. Procedures were discussed for the fire department and CSD, we have a back up generator for all of our lift stations to keep them running but a generator for the CSD building will be looked into.

MEETING ADJOURNED:

MOTION: A motion was made by Terri Bishop and seconded by Sue Ehlinger to adjourn the regular meeting at 5:47 p.m. Motion carried unanimous.

The next regular meeting of the Board of Directors is **October 19, 2022 at 4:30 p.m.**

CERTIFICATE OF POSTING

I **Susana Rubio**, Secretary to the Board of Directors of the California Pines Community Services District, hereby certify, to the best of my knowledge, that this is a true excerpt of the minutes to the **September 21, 2022 Meeting of the Board of said District.**

Susana Rubio

Secretary to the Board