



Shasta Fire Protection District

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Board of Directors Regular Meeting Minutes April 15th, 2026

Board Members Present:

Cynthia MacDonald, Chair
Susan Weale, Vice Chair
Stanley "Rusty" Swayne

Staff Present:

Chief Steineke
Battalion Chief Ohde
Administrative Assistant Clair

Community Members Present: Michele Steineke, Tim Weaver, Joyce Brown, Mike Brenner, Kelly Hughes, Anna Battaglia, Madison Holcomb

- 1.0 **CALL TO ORDER:** The meeting was called to order by MacDonald at 6:00PM
- 2.0 **PLEDGE OF ALLEGIANCE:** Flag salute led by MacDonald
- 3.0 **APPROVAL OF AGENDA:** Approval of Agenda with reminder of putting actions on next month's meeting. Weale motioned to approve, Swayne Seconded
- 4.0 **APPROVAL OF PREVIOUS MEETING MINUTES:** Minutes amended and then approved. Swayne motioned, Weale seconded
- 5.0 **PUBLIC COMMENT:** Kelly Hughes presented and read a letter to the board members about her concerns. Tim Weaver presented another grant he is working on. Tim will be attending the meeting to get more info on what is needed to get this grant for the Shasta Fire Department
- 6.0 **BUDGET VS ACTUAL:** The Board reviewed this month's budget to actual. MacDonald reminded we need to get this year's new budget going for approval and adoption. Steineke agreed and stated he will get ahold of the Shasta County Auditor-Controller, Nolda Short

and start working on the new budget. Motion to accept was made by Weale and seconded by Swayne

7.0 VEHICLE PURCHASE: Steineke wanted to circle back to this topic with the board members to see if they have any new thoughts and concerns at all. MacDonald stated that maybe we should wait to purchase a new vehicle until we see what our tax revenues are. Steineke agrees and did state we can use the restricted fund for the purchase of a new vehicle as that is partly what it is for

8.0 VEHICLE REPAIRS: Steineke updated the board on what engines have been to the shop (see 9.3 A-C for further info on what has been worked on and repaired). Steineke explained his plan for getting all the engines in for an annual service as it has not been done for more than a year on most of the engines. He stated that the wildland engine 556 will be the next to go to the shop as it's "Out of Service" at the moment and it would be nice to have it back in service for use

9.0 CHIEF COMMUNICATIONS:

9.1 One Firefighter completed the hazmat FRO class

9.2 The Firefighters have completed 13 hours of their supervised behind the wheel of their drive training hours, 2 Firefighters are ready for drive testing and being sent to DMV for licensing

9.3 Equipment Update

A. Engine 56 pump has been repaired, and annual service and pump testing has been completed approx. cost \$2,500

B. Water Tender 56 is in the shop for annual service and repairs

C. Utility 56 is scheduled for seat repair on April 24th

9.4 2026 Statistics thru 4/15/26 @ 11:30 AM

Medical Aid (EMS) – 10

Public Assist (PSA) – 0

Motor Vehicle Accident (MVA) – 4

Smoke Check (SMK) – 1

Vegetation Fire (VEG) – 1

Training Firefighter Hours (YTD) – 320

Driver training hours completed – 13

Structure Fire (STR) – 0

Vehicle Fire (VEH) – 0

False Alarm (FA) – 1

Other (OTH) – 0

Training Firefighter hours this period – 40

9.5 Staff Update

Chief Officers – 3

Firefighters – 10

Administrative Assistant – 1

10.0 POLICY DEVELOPMENT: The board was presented with 3 new policies for the department. Those being Conflict of Interest, General Safety, and Safety Committee. The board did give some wording adjustments to do, the board asked to get those edits done, and they would like to see the policies on the agenda for next meeting for approval and adoption

11.0 ORAL COMMUNICATION: MacDonald asked Steineke if he had reached out to Legal Counsel, Collin Bogener yet about the harassment training, Steineke stated he has not yet as we have been busy. MacDonald also stated we need to change next month's board meeting as Swayne will not be here. Everyone discussed a good day, and time then agreed upon May 14th @ 4:00pm. Steineke also brought up that our Shasta Fire Protection District's Facebook page is getting more attention and publicity, Steineke then thanked Michele Steineke for the work and dedication she has given our Department's social media as it is helping bring good news, attention, and publicity our way.

Meeting adjourned by MacDonald at 7:10PM

X Chelsea Clair

Chelsea Clair
Board Secretary

5/14/26