



Shasta Fire Protection District

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Board of Directors Regular Meeting Minutes May 21, 2025

Board Members Present:

Stanley "Rusty" Swayne
Cynthia MacDonald
Susan G. Weale

Staff Present:

Chief Steineke
Assistant Chief Varnum
Battalion Chief Ohde
Administrative Assistant Hughes

Community Members Present:

Tim Weaver

- 1.0 CALL TO ORDER:** The meeting was called to order by Board Member Swayne at 2:00PM
- 2.0 PLEDGE OF ALLEGIANCE:** Flag salute led by Battalion Chief Ohde
- 3.0 APPROVAL OF AGENDA:** Board Member MacDonald motioned to approve the agenda, seconded by Board Member Weale. Vote to approve was unanimous.
- 4.0 APPROVAL OF PREVIOUS MEETINGS MINUTES:** Board Member MacDonald motioned to approve minutes, seconded by Board Member Weale. Vote to approve was unanimous
- 5.0 BROWN ACT TRAINING:** Staff Council Collin Bogener provided Brown Act training in accordance with California regulations.
- 6.0 PUBLIC COMMENT:** Battalion Chief Ohde let the board know he had to leave early. Battalion Chief Ohde updated on the bank account at Umpqua. The account is in place; debit card and checks will be kept secured at the fire station office. Chief Steineke and Administrative Assistant Hughes will have authority to spend from this account. The money is to be used for fundraising and community events. Board Member Weale recommended having some in-house rules about this account in writing and a monthly disclosure to the board.
- 7.0 BUDGET VS ACTUAL:** Board Member Weale presented the proposed 25-26 preliminary budget. Board Member Weale asked when we would be receiving the funds from the Zogg fire. Battalion Chief Ohde informed the board that the Zogg fire money was already deposited from the CSD transfer. Community Member Weaver asked what the restrictions are for spending money from Zogg fire.

Chief Steineke said he would talk to Tom Welch to see what the threshold is for undesignated money for grant purposes.

- 8.0 RESOLUTIONS:** Chief Steineke asked to get resolutions 2024-02, 25-01, 25-02 signed that had already been approved by the board as the originals couldn't be located. Chief Steineke read and presented to the board Resolution 25-04 providing authorization to the fire district to perform Live Scans for potential employees. Board Member MacDonald motioned to approve Resolution 25-04, seconded by Board Member Weale. Vote to approve was unanimous.
- 9.0 BY-LAWS:** Chief Steineke has nothing to report. He is trying to find one he can use from another entity but having difficulty finding one.
- 10.0 MEDICAL INSURANCE:** Chief Steineke presented a plan from Prestige Medical Care for all employees. A discussion was had about a probationary period, call requirement per quarter for volunteers, etc.

Board Member Weale asked about different coverage for volunteer's vs regular staff, maybe a more robust plan for regular staff.

Chief Steineke suggested providing for board in lieu of a stipend

Community Member Weaver suggested doing a 50/50 during the probation period.

Board Member MacDonald asked Chief Steineke to present a policy to the board at the next board meeting in June. Board Member MacDonald made a motion to approve contingent on a report from Chief Steineke, Board Member Weale seconded. Vote was unanimous.

- 11.0 BUDGET 25-26:** Board Member Weale expressed wanting to approve the preliminary budget so we can adopt at the next board meeting. Board Member MacDonald made a motion to approve the 25-26 preliminary budget seconded by Board Member Weale. Vote was unanimous.

12.0 CHIEF STEINEKE UPDATE

12.1: Safety gear: 7 complete sets ordered for \$33, 973.60, delivery is in approximately 8 weeks

12.2: Radio purchase: 6 handhelds purchased for \$18,794.75. Radios have been received

12.3: SCBA purchase: 4 ordered for \$34,070.06... delivery is in approximately 90 days

12.4: Badges: They were ordered and have been received, \$3295.20

12.5: Shasta Fire Brew Crew: Not much participation yet, trying to get the word out

12.6: Facebook: Chief Steineke informed the board about the two different Facebooks we have created, Shasta Fire Protection District and Community Happenings.... Chief Steineke

shared the picture that was taken from the field trip from The French Gulch/Whiskeytown Elementary School.

12.7 Statistics, January 1st – May 20th

- Calls for service – 47
- Medical – 25
- PSA – 3
- MVA – 9
- SMK – 7
- ST-F – 1
- Veh – F 1
- FA – 1
- School Programs – 2 hours
- Training Hours – 334 total man hours

Board Member MacDonald would like a statistic report at every board meeting.

Board Member Weale Suggested the statical information should be posted on the website

12.8 Volunteer Firefighter's are paid for training/calls at a rate of \$20/up to 4 hours, \$40/over 4 hours

- Volunteer Firefighter pay to date: \$3040.00
- Calls: \$1420.00
- Training: \$1620.00

13.0 ORAL COMMUNICATION: Board Member Swayne asked about the Strategic Plan on the website and would like to see it there.

Community Member Weaver asked about the life of the turnouts. Chief Steineke said 10 years. It is a 'Suggested' life, old turnouts are ok at this time. OSHA is going to pass a law setting a 10 year wear out date. Our turnouts are currently over 10 years old. Chief Steineke suggested using old turnouts with new volunteers during their probationary period.

Board Member MacDonald asked about all the vehicles being registered with DMV. Chief Steineke updated the board on the DMV procedures and will need to go to the Weaverville DMV to take care of all vehicles at once.

Board Member MacDonald asked for a lock replacement update for the office door. Chief Steineke said it would be installed on May 28th.

Board Member MacDonald asked for an update on Workman's Comp. Chief Steineke said he has been in contact with FRMS staff to get information to fill out the required forms.

Board Member MacDonald asked if a committee is needed for an open house/pinning ceremony.

Meeting adjourned by Board Member Swayne at 4:45pm