



Conference Room
Southern Cascades Operations Base and Training Center
205 Ash Valley Road, Adin, CA 96006
October 20, 2025, 5: 00 PM
Regular Board Meeting Minutes

Call to Order by Chairman Joiner at 5:00 PM by Craig Joiner

Pledge of Allegiance

Roll Call: Present: Davis, Endicott, Joiner, Peterson
Absent: Fisher

Director Davis moved, and Director Endicott seconded to accept the agenda with no deletions or additions.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson
ABSTAIN: None
ABSENT: Fisher

Public Comment-none

CLOSED SESSION (entered Closed Session at 5:05 PM)

Per Government Code 54957, Public Employee Performance Evaluation- District General Administrator

Per Government Code 551.071 Real Property Negotiations

Reconvene to OPEN SESSION at 6:45 PM

Instructions are given to staff, resultant of the Closed Session

Reports

CFO Report-

- HTS revenue is down. September lowest month since 2024- \$74,258.00
- Payroll expenditure is \$30,000 due to the drop in the HTS transports
- HTS revenue is \$60,000 behind projected revenue for the year
- EMS payroll is also down \$27,000 less than projected in budget which puts EMS under budget by \$25,000.
- When combining HTS/EMS together we are on budget
- Audits are almost finished up

EMS /Education Report-

- Division Manager is absent. General Manager reports that we have Medical Director now in place and he has completed the DEA application.
- Gonzo Solorio has reported we have 9 students enrolled in the upcoming EMT Class.
- Big Valley School District Adult Education will contribute \$14,000 toward funding the EMT Class

District General Manager Report-

- We are evaluating the HTS decline in trips and revenue.
- The firewall switch has been installed by VC3.
- Butler Engineering was out to look at site, and they will develop a quote for hanger and helicopter pad.

Consideration/Action

Director Endicott moved, and Director Peterson seconded to approve the board minutes from September 15, 2025.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Davis moved, and Director Endicott seconded to approve the board minutes from special meeting held October 13, 2025.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Endicott, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Davis moved, and Director Peterson seconded to approve the reversal of surplus declaration for asset #5358- Ford E150 gurney van.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Peterson moved, and Direct Davis seconded to approve updates to Employee Handbook. (Sick Leave Policy inserted which has already been approved)

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Davis moved, and Director Peterson seconded the motion to approve State of California Air Resources Board Voucher Incentive Program funding-85% of a \$75,010.50 2023 Ford E-Transit 350 would be funded by VIP Program, District portion would be \$11,251.57.

RESULT: NOT APPROVED, UNANIMOUS

AYES: None

NAYES: Davis, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Peterson moved, and Director Davis seconded to approve General Manager to apply for Electric Charging Station funding through the Modoc County Air Pollution Control District.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Davis moved and Director Endicott seconded to approve Legislative Advocacy Policy.

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Peterson moved, and Director Davis seconded to approve the updates to the EMS Rate Schedule. (Amended two rates- (1.) TNT Treatment Non-Transport changed to \$450.00 and (2) AMA Against Medical Advice changed to \$250.00).

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Director Endicott moved, and Director Davis seconded the motion to approve amendments to District Service Discount Policy & Discount Request Form

(Delete HTS discounts)

RESULT: APPROVED, UNANIMOUS

AYES: Davis, Endicott, Joiner, Peterson

ABSTAIN: None

ABSENT: Fisher

Meeting is Adjourned at 7:18 PM by Chairman Joiner

Attest: Kelly St. John Kelly St. John Board Clerk Date: 11-17-25

Attest: Kathy Peterson Kathy Peterson Board Secretary Date: 11-17-25

Attachments:

Sick Leave Policy

Legislative Advocacy Policy

Updates to EMS Rate Schedule

Amendments to District Service Discount Policy and Discount Request Form