



Conference Room  
Southern Cascades Operations Base and Training Center  
205 Ash Valley Road, Adin, CA 96006  
May 20, 2024 5:00 PM  
Regular Board Meeting Minutes

**Call to Order** by Chairman Joiner at 5:03 PM by Craig Joiner

**Pledge of Allegiance**

**Roll Call: Present:** Davis, Endicott, Fisher, Joiner, Peterson  
**Absent:** None

Director Endicott moved and Director Fisher seconded to Approve Agenda with the deletion of 8.1 and 9.11 regarding SingletonAuman PC report on the Fiscal Year End Audits 2019 & 2020.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

**Public Comment-** Numerous members of the community expressed their concerns over the Districts not being able to staff an ambulance full time 24-7.

**CLOSED SESSION (entered Closed Session at 6:14 PM)**

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

Per Government, Code 551.071 Real Property Negotiations

Per Government Code 54956.1 (d) Conference with legal Counsel-Anticipated Litigation, Significant Exposure to Litigation-(2) potential cases

## **Reconvene to OPEN SESSION at 7:04 PM**

Instruction is given to staff, resultant of the Closed Session

### **Reports**

**Finance Committee Report-** Kathy Peterson gives report that the Finance Committee recommends that Board accept the April 2024 Financials

#### **CFO Report-** Jamie Ingram-

- The top priority is getting new software for financials
- I will be working on the Budget for fiscal year 24/25

#### **District General Administrator Report-**Karli Frye-

- We have purchased two new Suburu Crosstreks for HTS that are now stationed at Alturas and Susanville
- We received a grant from the McConnell Foundation for \$28,000 to purchase a new HTS vehicle
- I met with the Lassen County Board of Supervisors to keep them informed on what is going on with our District and ambulance staffing and financial difficulties
- I will meet with team Megan Dahle on Wednesday in Redding
- RCAC-they have a technical assistance grant to help assist us in applying for USDA grant for the purchase of the facility but we have to have our audits caught up to do so

#### **EMS Report-**Gonzo Solorio, EMS Division Manager-

- 11 calls of which 3 were transports and billable runs
- Trying to hire more Paramedics- staffing shortage is everywhere
- I am working on getting our radios programming updated

**Education Division Report:** Gonzo Solorio- Education Division Manager gives report

- Our EMT Class just finished a few weeks ago. We started with 9 students and 9 students finished the class. Four of these have taken the National Registry test and passed!
- We just renewed our EMT Nor Cal CE Provider application
- We just held a CPR class for Mountain Valley Health Center
- I have talked to Mayers Hospital, Semsu, and Modoc Medical Center to offer our classroom for rent if they need to hold meetings or classes

**Action items**

Director Peterson moves to make motion to approve Board Minutes from April 15 , 2024, meeting. Director Endicott seconds the motion

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Davis moves and Director Fisher seconds to Approve the amendments to Evaluation Policy #6207.0, changing name to Performance & Salary Review and revising the policy language to having to have a positive review for a salary step increase.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Peterson moves and Director Endicott seconds motion to Approve the At-Will Employment Policy.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Davis moves and Director Peterson seconds motion to Approve the FMLA Policy.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Fisher moves and Director Endicott seconds motion to Approve Make up Time Policy.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Davis moves and Director Fisher seconds to Approve Stipend Policy.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Davis moves and Director Peterson seconds to Approve the Timekeeping Policy.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Davis moves and Director Fisher seconds to Approve the Whistleblower Policy.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Peterson moves and Director Davis seconds to Approve the Employee Handbook.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Fisher moves and Director Endicott seconds to Approve the surplus of (2) Southern Cascades Community Services District power gurneys.

**RESULT: APPROVED, UNANIMOUS**

**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Director Fisher moves and Director Peterson seconds to accept the April 2024 Financials.

**RESULT: APPROVED, UNANIMOUS**

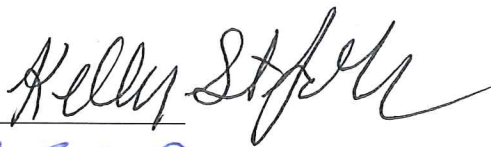
**AYES:** Davis, Endicott, Fisher, Joiner, Peterson

**ABSTAIN:** None

**ABSENT:** None

Adjourned at 8:00 PM

Attest: Kelly St. John, District Clerk



Rick Endicott, Board Secretary



Date

6-17-24