



Conference Room  
Southern Cascades Operations Base and Training Center  
205 Ash Valley Road, Adin, CA 96006  
January 16, 2023  
Regular Board Meeting Minutes

Call to Order by Chairman Davis at 5:32 PM

**Pledge of Allegiance**

**Roll Call:** Present: Davis, Endicott, Fisher, Joiner

Absent: Peterson will be late

Director Peterson arrives at 5:34 pm

Director Peterson moved and Director Endicott seconded to Approve Agenda with following additions or corrections: Pg. 2 8.0 Consideration/Action, 8.1 Approve Finance Committee Report, 8.2 Approve EMS Accounts Receivables to write off, 8.3 Approve Delegation of Authority for District General Administrator to close Tri Counties Bank Accounts and Credit card.

Change also 9.0 Correspondence, 10.0 Education Division Manager Report, 11.0 EMS Division Manager Report, 12.0 HTS Supervisor Report, 13.0 Operations Analyst Report, strike the Grants Manager Report. 14.0 District General Administrator Report, 15.0 Adjournment

**RESULT: APPROVED, UNANIMOUS**

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

**ABSTAIN:** None

**ABSENT:** None

**Public Comment:** None

**Consent Agenda:**

Director Joiner moved and Director Fisher seconded to Approve the Minutes for following meetings.

Regular Meeting November 21, 2022

Special Meeting November 28, 2022

Special Meeting December 2, 2022

Regular Meeting December 19, 2022

Special Meeting December 30, 2022

**RESULT: APPROVED, UNANIMOUS**

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

Director Peterson discusses and recommends on behalf of Finance Committee that the Board accepts the December 2022 Financial reports.

**Consideration / Action**

Director Endicott moves and Director Fisher seconds to Accept December Financial reports.

**RESULT: APPROVED, UNANIMOUS**

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

Director Fisher moves and Director Peterson seconds to Approve EMS accounts receivable's write offs presented by CFO, Sara Edson.

**RESULT: APPROVED, UNANIMOUS**

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

Director Peterson moved and Director Joiner seconded to Approve Delegation of Authority for District General Administrator to close the Tri Counties Bank Accounts and Credit Card.

**RESULT: APPROVED, UNANIMOUS**

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

**Correspondence:** None

**Education Division Manager Report:** Absent

**EMS Division Manager Report:** Absent

**HTS Supervisor Report:** Absent

**District General Administrator Report:** I would like to request that Sara provides a breakout budget for each of Managers Divisions for their staff (EMS and HTS). This is something that might help Megan.

We would like to get the gurney van registered with MTM so that we can use when needed while we are short of vehicles.

We need to work on getting training plans and policies in place for all divisions. We need training for existing staff and for onboarding new staff.

I have sent rate sheet to Eagle Lake Village and will hopefully be able to meet with them and discuss what exactly their needs are for transports.

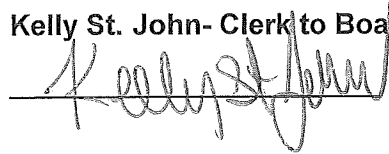
We have the money now available to go ahead with purchase of wheelchair van from Mountain Valley Health Center if everyone still is onboard with that.

We may not get the USDA grants for vehicles so we cannot count on that and also we would have to come up with more money to go with the grant or grants.

**Adjourned at 6:38 PM**

**Attest:**

**Kelly St. John- Clerk to Board**

Handwritten signature of Kelly St. John in cursive script, written over a horizontal line.

**Robert Fisher-Board Secretary**

Handwritten signature of Robert Fisher in cursive script, written over a horizontal line.