**Westport Fire Protection District**

**Board of Director Meeting Minutes**

**October 10, 2023**

1. **Meeting Called to Order** at 6:04 pm.

Those in Attendance: Ed Amador, Stacy Cardoso, Ross Lee, John Varni, Chief Shanon Evans and Battalion Chief Gary Thompson. Absent: Norm Hyer.

**2. Reading and Approval of the Minutes**

1. September 2023 Minutes read by Angela Nunes. Motion to approve made by Ross Lee and seconded by John Varni. All in favor, motion carried.

**3. Those wishing to address the Board**

None

**4. Fireman’s Association’s Report**

Crab Feed Flyer presented

Price has remained the same since last month.

Virgil is looking at other Crab suppliers to check their prices.

Woodland Ave donated their Refrigeration trailer.

90 loaves are being donated.

Ethan Rosa got wine from Bronco Winery.

Tickets – Leroy Hewes going to have tickets printed.

12-2-23 will be our Christmas dinner at 6pm for family and friends.

Hosting 4-h breakfast on Sunday, November 19th.

Department firefighters have been visiting the Elem kids and it has really been going well. We are making the connection with them.

Lots of Firefighters are currently going through training 1a and 2b.

What does the Association buy and what does the dept pay for. The dept pays for cleaning and paper products.

Checking - $7,112.55

Memorial - $11,646.24

2024 Raffle Permit Received.

**5. Reconcile Monthly Statement**

**August 2023**

General $235,162.09

Capital Reserve $ 2,557.92

Development Fund $ 851.18

Oak Valley $200,000.00

TOTAL FUNDS $438,581.19

September 2023 reports not yet received.

**6. Developmental Impact Fee Statement**

None

**7. Old Business**

1. Storage Units – One delivered today, and one tomorrow. The kitchen unit will be delivered in a few weeks. Chief Evans reviewed schematic of container layout.
2. New Engine – The new engine is close to being ready for painting. Probably 2-3 weeks to go yet.

**8. New Business**

1. Prop 172 Funds – Stanislaus County notified us we will be getting $3,331 this year.
2. National Volunteer Fire Council/Anheuser-Busch Grant awarded! We will be receiving a pallet of drinking water.
3. YTD Budget Numbers – see attachment
4. Angela Nunes presented a program that is offered by Vector Solutions called Check-It. It is a program that tracks all your PPE, apparatus’, SCBA’s, inventory, repairs, etc. The cost is $1,500/year with a $400, one-time set up fee. Angela and Chief Evans feel this would be an excellent way for us to track all our equipment and would like to implement it. A motion was made by Stacy Cardoso to approve the purchase and implementation of Vector’s Check-It program. Ross Lee seconded the motion. All in favor, motion carried.

**9. Chief’s Report**

1. Chief Evans is implementing the 1A/2B Classes for engineer.
2. Container Update – See above
3. School Update – Going really good. We are sponsoring a Secret Santa with the school and it seems like the relationship is building. We will be sponsoring 25-30 children.
4. Training Grounds – Stanislaus County Sheriff will be using the training facility all next week. They will be paying $1000/day.
5. PPE Amount for 7 Sets – The price was more than the $24,000 that was approved for the 7 sets of PPE. Working with a Vendor to get the same price as MFD gets. Ross Lee motioned to increase the allowance to $35,000 for 7 sets of PPE. John Varni seconded the motion. All in favor, motion carried.
6. Chief Evans is working on getting fire hose donated.
7. SCBA packs out of Oakdale for use at the Fire Academy.
8. We have received most of the Wildland PPE Acquisition 2023 Grant Order.

**10. Correspondence**

1. Check from AMR for $195.00 for August 2023.

**11. Approval and Payment of the monthly bills**

1. Monthly Bills are $21,228.54

A motion was made by John Varni to pay monthly bills. The motion was seconded by Ross Lee. All in favor, motion carried.

**12. Executive Session**

None

**13. Meeting Adjourned**

7:09 PM.

Prepared by Angela Nunes

Board Approved 11/14/2023