

Beckwourth Peak Fire Protection District
Minutes
Regular Meeting
January 10, 2024 06:00 PM
180 Main St, Beckwourth, CA 96129

1. Call to Order

The meeting was called to order at 6:00 pm by Director Cary Curtis.

A. Roll Call

Present: Director Cary Curtis, Director Melissa Klundby, Director Richard McLaughlin, Director Daniel Smith, Director Larry Smith

Staff Present: Leslie Chrysler

2. Public Comments

Bruce Lackenbauer explained that a suggestion box would be installed at the Beckwourth Fire Hall and folks that may have suggestions for the new Beckwourth Peak board could use that instead of continually calling board members

3. Formation of Board of Directors

Members of the Board took the oath of office.

4. Terms of Office

Cary Curtis and Larry Smith were appointed to 2 year terms ending 12/5/2025.

Richard McLaughlin, Daniel Smith and Melissa Klundby were appointed to 4 year terms ending 12/3/2027

5. Board Meeting Schedule

Following a brief discussion it was the consensus of the Board to schedule regular meetings on the first Wednesday of each month at 5:00 pm.

A special meeting was scheduled for Monday January 22 at 5:00 pm.

6. Appointment of Officers

A. Appoint Board President

A motion was made by Cary Curtis to appoint Rich McLaughlin as Board President.

Director Cary Curtis motioned to approve. A second was made by Director Daniel Smith.

The motion passed with the following vote:

 5 In Favor 0 Opposed

 Abstained Absent

B. Appoint Board Vice-President

A motion was made by Cary Curtis to appoint Daniel Smith as Board Vice-President

Director Cary Curtis motioned to approve. A second was made by Director Larry Smith.

The motion passed with the following vote:

5 **In Favor** 0 **Opposed**
 Abstained **Absent**

C. Appoint Board Clerk

A motion was made by Melissa Klundby to appoint Leslie Chrysler as Board Clerk.

Director Melissa Klundby motioned to approve. A second was made by Director Cary Curtis.

The motion passed with the following vote:

5 **In Favor** 0 **Opposed**
 Abstained **Absent**

7. Board Member Requirements

Board Clerk Leslie Chrysler explained that all board members are required to complete the FPPC Form 700 within 30 days of appointment, forms should be turned into her. She also noted that ethics and sexual harassment training are also required with online training provided by the California Special District Association.

It was requested that each board member complete a short bio to be used on the district website.

8. Website and Email Accounts

Creation of a website and emails for each board member were discussed. It was noted that shortly all government agencies will be required to have .gov domains. The board directed Clerk Leslie Chrysler to research the creation of a ".gov" domain.

9. Critical Milestones

The Board reviewed lists of tasks necessary to move forward with the District formation. Tasks were broken down into four categories; Finance, Operations/Safety, Administration, Personnel and Fire Chief. Some tasks were highlighted as priority for completion.

Daniel Smith commented that recruitment of a Chief was at the top of the list.

No changes were made to the lists presented but it was noted that they would be revised as necessary.

10. Ad Hoc Committees

After a brief discussion the following Ad Hoc Committees were formed, committees are for district formation and will be in place through July 1, 2024.

Finance Committee: Rich McLaughlin, Larry Smith, Kenny Osburn, Carol Logan

Operations/Safety Committee: Daniel Smith, Kenny Osburn, Duncan Cameron

Administration/Personnel Committee: Cary Curtis, Melissa Klundby, Leslie Chrysler, Heather Grant, Jamie Stockdale

Fire Chief Recruiting Committee: Daniel Smith, Rich McLaughlin, Kenny Osburn, Duncan Cameron

Director Melissa Klundby motioned to approve. A second was made by Director Larry Smith.

The motion passed with the following vote:

 5 **In Favor** **Opposed**
 Abstained **Absent**

11. Director and Staff Communications

Daniel Smith reported that he attended the December LAFCo meeting and the recent Eastern Plumas Rural Protection District (EPRPD) meeting. He explained that the issues with EPRPD had been raised at both meetings but no action had been taken at either meeting. He assured the public that this new board is well aware of the issues surrounding EPRPD and the impact on the Beckwourth Fire District. The new board will continue to monitor the situation.

Rich McLaughlin noted that he also attended the December LAFCo meeting and agreed with Daniel's report. He also signed up for a Fire Grant workshops.

Cary Curtis distributed flash drives to each board member explained that they contained various formation documents for reference.

12. Future Agenda items

The next agenda should include committee reports, an update from the clerk on formation issues and a resolution for opening a bank account.

13. Adjournment

The meeting was adjourned at 7:28 pm