

SOUTHERN INYO FIRE PROTECTION DISTRICT
UNAPPROVED MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, September 18, 2025

The Governing Board of the Southern Inyo Fire Protection District held a regular business meeting on Thursday, September 18, 2025 at 6pm at the Hurlbut Rook Community Center.

I. Call to order and determination of quorum

Present: Robin Flinchum, Chair, Cameron Mayer, Vice-Chair, Colette Zelwer, Treasurer, Spencer McNeal, Director, Eliza Woodall (via Zoom), Bill Lutze, Mike Jerry, Joyce. Flinchum establishes quorum and calls meeting to order @ 6:02pm.

II. Good of the Order

III. Public Comment: 3 minutes per participant

IV. Consent Agenda (Items that are considered routine and are approved in a single motion)

- A. Approve minutes from the August regular meeting.
- B. Approve amended By Laws
- C. Mayer moves to approve consent agenda. Zelwer seconds. Carries 4-0-0.

V. Correspondence

VI. Board, Officer and Committee Reports

D. Board Member Reports

- a. Board Chair Report
- b. Treasury/Budget Report
 - b.i. County doesn't have a record of a capital reserves plan for us. Zelwer would like us to have one. Such a plan includes our reserves, buildings, vehicles and a schedule of when they need to be updated/improved and associated costs. This will help with future budgeting.
 - b.ii. Zelwer is looking into the issue of sales tax vis a vis selling our merch at events and doing proper sales tax. Been through the County and will have to contact the state to get guidance.
 - b.iii. Finances doing well.
 - b.iv. Mayer moves to accept report as presented. McNeal seconds. Carries 4-0-0.

E. Fire Chief's Report

- a. 4 calls. 2 MVA, 1 fire. 2 calls for overheated PTs in line at Shoshone Store.
- b. S-72 being kept in Shoshone with Billy.

F. Administrative Report

- a. AB 1234 Board Member Ethics Certification update. Two board members still need to complete.
- b. Maddy grant for 25-26 has started. Need to have our list complete before 10/15.
- c. Jerry on vacation 9/23-10/5.

G. Fleet Mechanic's Report

- a. State of Motor Pool
 - a.i. 2782 still with Larry.
 - a.ii. S-73 getting repaired this week. Will see if Maddy can pay for it.

H. Committee Reports

- a. Water Kiosk
 - a.i. All going well.
 - a.ii. Larry is doing a flowchart of the kiosk operation which we will put in the manual.
- b. Fundraising
 - b.i. Fall event planning

- b.i.1. Flea market on 11/8. Holiday party in December and perhaps a spring event as well if we have the energy.

I. Long-Term Planning

a. Fire Stations

- a.i. County is writing RFP for the project.
- a.ii. We will be having a special meeting with County folks at 6pm on 11/4 in Charleston View to discuss the project.

b. Recruitment

b.i. Discuss our recruitment page on the website

- b.i.1. Pledge can be a separate page linked from the primary page rather than PDF.
- b.i.2. Rather than posting the employment applications, we will have them come into the office or email it to them.
- b.i.3. Once text is finalized we can create fliers.
- b.i.4. Board approves the verbiage on the page.

VII. Old Business

A. Update on radio communications

- a. No update

B. Update on SCBA equipment

- a. Larry found a possible inexpensive option.

C. Update from exploratory committee on future special tax assessment as a ballot measure

- a. Zelwer: we need to get capital reserve plan which includes how much the stations will cost to build and how much they will be to maintain to properly determine the size of the new assessment. Probably not much will happen on this before October meeting.

D. Discuss and consider an organizational task management system for the District

- a. Zelwer, Woodall and Jerry looking at Toodledo and have some questions for the company which will need to be answered before making final call.

VIII. New Business

A. Review and make any needed changes to board policy sections 2100, 2115 and 2120.

B. Correspondence with Congressman Kevin Kiley's office pertinent to SIFPD (Mayer)

- a. He expressed interest in coming to the groundbreaking of the stations.

C. Discuss possible special meeting in Charleston View after Supervisor's 11/4 meeting.

- a. Special meeting at 6pm.

D. Review District Administrator's contract

- a. Changes will be approved and contract signed next meeting

E. Discuss and consider approving estimates for connecting the propane generator to new station electric box and installing the propane tanks and wiring to power the generator.

- a. Water kiosk would like to split the cost with SIFPD
- b. Connecting the propane quote: \$2000
- c. Don't have a quote for the electrical so we will table this until next month. Jerry will follow up with D&J.

F. Discuss and consider retention policy for meeting recordings

a. Proposed Policy 1070

- a.i. Mayer moves to approve policy as presented. McNeal seconds. Carries 4-0-0.

b. Consider and select an online option for video storage and playback

- b.i. YouTube premium lite chosen as the repository for meeting videos

IX. Good of the Order

X. Public Comment: 3 minutes per participant

XI. Suggested Agenda Items for Next Meeting

XII. Adjournment & Schedule next Regular Board Meeting: Thursday October 16 at 6PM in Tecopa. Zelwer moves to adjourn meeting. Mayer seconds. Carries 4-0-0.

Prepared by:

Mike Jerry, District Administrator/Secretary

I, Robin Flinchum, Chair, hereby certify that the foregoing is a true and correct copy of the Meeting Minutes of the September 18, 2025 Regular Business Meeting, Board of Directors, Southern Inyo Fire Protection District.

Robin Flinchum, Board Chairperson

Cameron Mayer, Board Vice-Chair