



**CALAVERAS CONSOLIDATED FIRE PROTECTION DISTRICT**  
6501 Jenny Lind Road, Valley Springs, CA 95252  
Telephone: (209) 786-2227  
www.calcofire.org

**Regular Meeting Agenda**  
**November 27, 2023**

1. **CALL TO ORDER 6:00PM**
2. **ROLL CALL:** Board Members: Keith Hafley, Sam Harris, Ryan Hamre, Pat Sullivan, Ken Glissman, Chris Allen, Chris Damin, Tim Runion, and Garrett Robertshaw  
  
Staff: Fire Chief Rich Dickinson and Rose Beristianos
3. **PLEDGE OF ALLEGIANCE**
4. **MOMENT OF SILENCE:** To recognize and honor the efforts of the American Service Member and Public Safety Personnel.
5. **PUBLIC COMMENT:** The public may address the Board on any item of interest that is not on the agenda and is within the District's jurisdiction. For items that are on the agenda, public comment will be heard when the item is discussed. The Chairman reserves the right to limit each speaker to three (3) minutes per person and 15 minutes per topic. Ralph M Brown Act Gov. (Code, § 54954.3(b).) By law, the Board of Directors cannot make decisions on matters not on the agenda. Ralph M Brown Act Gov. (Code, § 54954.2(a).)
6. **CONSENT CALENDAR:** The Consent Calendar includes routine financial and administrative actions and is usually approved by a single majority vote. There will be no discussion on these items prior to voting on the motion unless Board Members, the public or staff request specific items be discussed and/or removed from the Consent Calendar.
  - A. Approval of Draft Minutes: November 6, 2023, Special Meeting
  - B. Approval of Regular Bills Transmittal OH178437, \$4,815.04
  - C. Approval of CalCard Transmittal OH178437, \$13,182.18

**7. FINANCE BUSINESS**

A. Supplemental Transmittals

**8. FIRE CHIEF'S REPORT**

**9. CORRESPONDENCE:**

**10. UNFINISHED BUSINESS:** Since this Old Business has been discussed in prior meetings, the Chairman reserves the right to limit each speaker to three (3) minutes per person per topic. Ralph M. Brown Act Gov. (Code, § 54954.3(b)).

A. Discussion/Action –

**11. NEW BUSINESS:**

A. Discussion/Action – Strategic Plan Update from Committee, for Board Approval

**12. COMMITTEE COMMENTS**

**13. CLOSED SESSION:**

A. Conference with Legal Counsel – Anticipated Litigation, Significant Exposure to Litigation, Pursuant to Gov. Code 54956.9(d) One (1) Potential Case

**14. BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS**

**15. ADJOURNMENT:**

**Next Meeting Scheduled for December 25, 2023**



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**Special Meeting Draft Minutes**  
**November 6, 2023**

1. CALL TO ORDER 6:00PM
2. ROLL CALL: **Board Members Present: Keith Hafley, Sam Harris, Ryan Hamre, Pat Sullivan, Ken Glissman, Chris Allen, Chris Damin, Tim Runion, and Garrett Robertshaw**  
**Board Members Absent: Chris Allen**  
**Staff Present: Fire Chief Rich Dickinson and Rose Beristianos**
3. PLEDGE OF ALLEGIANCE
4. MOMENT OF SILENCE: To recognize and honor the efforts of the American Service Member and Public Safety Personnel.
5. PUBLIC COMMENT: **Francisco Dela Cruz spoke about the committee getting testimonial's for measure A.**
6. CONSENT CALENDAR:
  - A. Approval of Draft Minutes: September 25, 2023, Regular Meeting
  - B. Approval of Regular Bills Transmittal OH177872, \$17,590.11
  - C. Approval of CalCard Transmittal OH177873, \$25,242.98

**Item C pulled by Tim Runion.**

**Motion to approve items A and B by Sam Harris, seconded by Garrett Robertshaw passed 8 yes, 1 absent**

**Discussion item C. Tim discussed the receipts and how staff needs to be held accountable Public Comment Mike Rodger spoke about a software to use.**

**Motion to approve item C by Tim Runion seconded by Ken Glissman, passed 8 yes, 1 absent**

7. FINANCE BUSINESS

A. Supplemental Transmittals – **None**

8. FIRE CHIEF'S REPORT - **Given**

9. CORRESPONDENCE: **None**

10. UNFINISHED BUSINESS: **None**

11. NEW BUSINESS:

A. Discussion/Action – Sending a Representative for Final Apparatus Inspection in Florida – New Type III. **Discussion had.**

B. Discussion/Action – Insurance for Firefighters. **Discussion had regarding finding a broker to assist with**

12. COMMITTEE COMMENTS: **Tim Runion spoke about the Strategic Plan Committee and asked Mike Rodgers to talk more about it.**

13. BOARD OF DIRECTOR AND FIRE CHIEF COMMENTS: **Round table comments, Tim Runion spoke about Cell phone usage, Hamre spoke about the containers for training**

14. ADJOURNMENT: **Motion to adjourn the meeting at 6:58pm by Pat Sullivan, Seconded by Ken Glissman, passed 8 yes, 1 absent**

**CALAVERAS CONSOLIDATED FIRE  
PROTECTION DISTRICT**

Date: 11/27/2023

**MAIL ALL CHECKS**

**22030010**

Contact: ROSE BERISTIANOS

PO BOX 579

Cell Phone: 482-3754

VALLEY SPRINGS CA 95252

Please initial any strikeouts/changes

INVOICE AMOUNT	PEID #	OBJECT NO.	INVOICE NO.	VENDOR NAME/ADDRESS	DESCRIPTION	Rd for RTRN dept
				OH178437		
				REGULAR BILLS		
<b>\$ 4,815.04</b>				<b>Grand Total</b>		

District agrees to retain original invoices for five years. Merchandise itemized above has been received or the services claimed have been performed and the expenditures are authorized and approved by

I hereby approved the above claim(s) and certify to the correctness of the computations.

Kathy Gomez, Auditor-Controller

- CHRIS DAMIN
- CHRISTOPHER ALLEN
- KEN GLISSMAN
- KEITH HAFLEY
- SAM HARRIS
- RYAN HAMRE
- PATRICK SULLIVAN
- TIM RUNION
- GARRETT ROBERTSHAW

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By: \_\_\_\_\_  
Deputy

CHIEF RICH DICKINSON

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### AP Entry Batch Proof

Batch ID: **OH178437**

Enter Date:  Batch Status: BE User Total: 4,815.04

The undersigned, under penalty of perjury, states that the items on the attached claim are true and correct, that the amounts are properly due this claimant, and that no items have been previously paid. Furthermore, the articles or services specified in the attached claim were necessary, ordered for use by this department, and the articles or services have been delivered or performed as stated.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Audited: \_\_\_\_\_  
 Distributed: \_\_\_\_\_  
 Paid: \_\_\_\_\_

User: BERISTIANOS,ROSE Batch Created By: BERISROS Date: 11/24/2023  
 Report: Batch Proof (Auditor) Time: 17:15:49

Inv Amt	<b>402.52</b>	22030010 CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="07/01/2023"/>	Invoice #: 068009	CUST# 3023		Secondary Ref:	PO#:	
Vendor:	<b>W007470</b>	<b>CRESCENT SURPLUS INC</b>	801 8TH ST		MODESTO	CA	95354
Division Code:	SPD2	Check Stock:	AP	Tax Code:	Contract:	REFUND	FY RETURN
						<input type="text"/>	<input type="text"/> <input type="text"/>
Inv Amt	<b>402.52</b>	22030010 CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="07/01/2023"/>	Invoice #: 379678	CUST# 3023		Secondary Ref:	PO#:	
Vendor:	<b>W007470</b>	<b>CRESCENT SURPLUS INC</b>	801 8TH ST		MODESTO	CA	95354
Division Code:	SPD2	Check Stock:	AP	Tax Code:	Contract:	REFUND	FY RETURN
						<input type="text"/>	<input type="text"/> <input type="text"/>
Inv Amt	<b>60.00</b>	22030010 CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="10/31/2023"/>	Invoice #: 167066	CALAVERAS CONSOLIDATED FIRE		Secondary Ref:	PO#:	
Vendor:	<b>0041566</b>	<b>RAINS LUCIA STERN PC</b>	2300 CONTRA COSTA BLVD STE 500		PLEASANT HILL	CA	94523
Division Code:	SPD2	Check Stock:	AP	Tax Code:	Contract:	REFUND	FY RETURN
						<input type="text"/>	<input type="text"/> <input type="text"/>
Inv Amt	<b>2,000.00</b>	22030010 CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="11/15/2023"/>	Invoice #: 1111	CALAVERAS CONSOLIDATED FIRE		Secondary Ref:	PO#:	
Vendor:	<b>W013104</b>	<b>WILKES, BAILEY</b>	PO BOX 443		VALLECITO	CA	95251
Division Code:	SPD2	Check Stock:	AP	Tax Code:	Contract:	REFUND	FY RETURN
						<input type="text"/>	<input type="text"/> <input type="text"/>
Inv Amt	<b>1,500.00</b>	22030010 CALCO-FHJLJPA	5241	Office Expense	JL:	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="11/30/2023"/>	Invoice #: 2203113023	NOVEMBER SERVICES		Secondary Ref:	PO#:	
Vendor:	<b>0041402</b>	<b>BERISTIANOS, ROSEMARIE</b>	3573 BERKESEY LANE		VALLEY SPRINGS	CA	95252
Division Code:	SPD2	Check Stock:	AP	Tax Code:	Contract:	REFUND	FY RETURN
						<input type="text"/>	<input type="text"/> <input type="text"/>

**AP Entry Batch Proof**

Batch ID: **OH178437**

Inv Amt	<b>450.00</b>	22030010 CALCO-FHJLJPA	5241 Office Expense	<b>JL:</b>	Separate Check:	Relate To:
Invoice Date:	<input type="text" value="11/01/2023"/>	Invoice #: 97520	CALAVERAS CONSOLIDATED FIRE	Secondary Ref:		PO#:
Vendor:	<b>0041553</b>	<a href="#">GEISZLER CPA, ANTIONET</a>	1743 GRAND CANAL BLVD STE 10	STOCKTON	<b>CA</b>	95207
Division Code:	SPD2	Check Stock:	AP	Tax Code:	Contract:	
						REFUND <input type="text"/> FY <input type="text"/> RETURN <input type="text"/>
System Messages:						Total <b>4,815.04</b>

**CALAVERAS CONSOLIDATED FIRE  
PROTECTION DISTRICT**

Date: 11/27/2023

**MAIL ALL CHECKS**

Contact: ROSE BERISTIANOS  
Cell Phone: 482-3754

**22030010**  
PO BOX 579  
VALLEY SPRINGS CA 95252

**Please initial any strikeovers/changes**

INVOICE AMOUNT	PEID #	OBJECT NO.	INVOICE NO.	VENDOR NAME/ADDRESS	DESCRIPTION	Rd for RTRN dept
				BATCH OH178438		
				CAL CARD		

**\$ 13,182.18 PLUS TAX IF NEEDED**

District agrees to retain original invoices for five years. Merchandise itemized above has been received or the services claimed have been performed and the expenditures are authorized and approved by

CHRIS DAMIN  
CHRISTOPHER ALLEN  
KEN GLISSMAN  
KEITH HAFLEY  
SAM HARRIS  
RYAN HAMRE  
PATRICK SULLIVAN  
TIM RUNION  
GARRETT ROBERTSHAW

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I hereby approved the above claim(s) and certify to the correctness of the computations.

Kathy Gomez, Auditor-Controller

By: \_\_\_\_\_  
Deputy

CHIEF RICH DICKINSON

\_\_\_\_\_



**AP Entry Batch Proof**

Batch ID: **OH178438**

Enter Date:  Batch Status: BE User Total: 13,182.18

The undersigned, under penalty of perjury, states that the items on the attached claim are true and correct, that the amounts are properly due this claimant, and that no items have been previously paid. Furthermore, the articles or services specified in the attached claim were necessary, ordered for use by this department, and the articles or services have been delivered or performed as stated.

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Audited: \_\_\_\_\_

Distributed: \_\_\_\_\_

Paid: \_\_\_\_\_

User: BERISTIANOS,ROSE Batch Created By: BERISROS Date: 11/24/2023  
Report: Batch Proof (Auditor) Time: 15:58:57

Inv Amt **13,182.18** 22030010 CALCO-FHJLJPA 5241 Office Expense JL: Separate Check: Relate To:  
Invoice Date:  Invoice #: 2203111523 NOV STATEMENT Secondary Ref: PO#:  
Vendor: 0037446 **US BANK CORP PAYMENT** PO BOX 790428 SAINT LOUIS MO 63179-0428 REFUND FY RETURN  
Division Code: SPD2 Check Stock: AP Tax Code: Contract:

System Messages: Total **13,182.18**

## Cal Card Summary

Category	Date	Description	Person	Amount	Receipt
					Y
OFF EXP	18-Oct	SP RAM MOUNTS	THOMAS	1,127.90	Y
	20-Oct	DIAMOND ROLL UP DOOR	THOMAS	171.62	
	23-Oct	APPLE	THOMAS	5.99	
	30-Oct	APPLE	THOMAS	5.99	
FUEL	1-Nov	QUICK STOP	THOMAS	129.02	Y
FUEL	3-Nov	76 DBA SEI	THOMAS	131.83	Y
MAINT EQ/SM TOOLS	6-Nov	SENDERS	THOMAS	91.64	Y
	6-Nov	APPLE	THOMAS	5.99	
	9-Nov	OREILLY	THOMAS	85.95	
	9-Nov	RL RIGHETTI	THOMAS	5,842.23	
	13-Nov	RL RIGHETTI	THOMAS	-2,583.16	
	13-Nov	APPLE	THOMAS	5.99	
	2-Nov	ANTHEM	LAMPLEY	10.80	
	2-Nov	ANTHEM	LAMPLEY	501.67	
	2-Nov	ANTHEM	LAMPLEY	56.00	
	2-Nov	ANTHEM	LAMPLEY	18.53	
	14-Nov	SENDERS	LAMPLEY	34.30	
	15-Nov	ALL HAND FIRE EQUIP	LAMPLEY	239.96	
TRAINING	23-Oct	HILTON HOTEL FLORIDA	BROWN	1,415.89	Y
	31-Oct	SENDERS	BROWN	8.57	
	6-Nov	SENDERS	BROWN	53.17	
	7-Nov	LOWES	BROWN	142.57	
	10-Nov	SENDERS	BROWN	-172.90	
	10-Nov	SENDERS	BROWN	389.63	
MED BENEFITS	23-Oct	NEO INSURANCE	NORTE	56.99	Y
	6-Nov	GALLS	NORTE	274.46	
MED BENEFITS	13-Nov	NEO INSURANCE	NORTE	276.98	Y
OVERHEAD EXP	18-Oct	ERAC TOLL	MCKELVEY	11.95	Y
	1-Nov	LIFE ASSIST	ELZIG	85.22	
	10-Nov	LIFE ASSIST	ELZIG	238.22	
MAINT EQ	17-Oct	VS PETRO INC	DICKINSON	12.00	Y
UTILITY	17-Oct	CALAVERAS TELEPHONE	DICKINSON	41.51	Y
UTILITY	23-Oct	PAYCLIX TELEPHONE	DICKINSON	4.23	Y
UTILITY	23-Oct	VSPUD	DICKINSON	131.02	Y
UTILITY	23-Oct	COMCAST	DICKINSON	208.66	Y
UTILITY	27-Oct	DIRECT TV	DICKINSON	152.99	Y

UTILITY	1-Nov SILVER RAPIDS	DICKINSON	100.00	Y
UTILITY	2-Nov VERIZON	DICKINSON	194.30	Y
UTILITY	2-Nov VONAGE	DICKINSON	141.35	Y
UTILITY	6-Nov VAN UNEN	DICKINSON	456.69	Y
FUEL	6-Nov HUNT AND SONS	DICKINSON	1,446.87	Y
UTILITY	6-Nov CAL WASTE	DICKINSON	92.97	Y
UTILITY	6-Nov CAL WASTE	DICKINSON	185.94	Y
UTILITY	6-Nov CAL WASTE	DICKINSON	105.48	Y
FOOD	9-Nov STARBUCKS	DICKINSON	56.80	Y
OFF EXP	14-Nov ED JONES	DICKINSON	1,188.37	Y
			13,182.18	