



**MINUTES**  
**of the French Camp McKinley**  
**Rural Fire Protection District**  
**BOARD OF DIRECTORS**

**Regular Board Meeting on August 17th, 2021, at 6:00 PM**  
**310 E. French Camp Road, French Camp, CA 95231**



**Directors Present:** Board Chair Mary Nicholson, Philip George, Larry Lee, Rosemire Zanini

**Directors Absent:** Gloria Murphy

**Staff Present:** Fire Chief Martin Cornilsen, Interim Fire Chief Kyle Shipherd, Assistant Fire Chief Jim Miller, Clerk Monica Hofstad

**I. CALL TO ORDER/ROLL CALL**

Meeting was called to order at 6:25 PM by Nicholson.

- A.** Pledge of Allegiance
- B.** Approval of Agenda:
  - ▶ Motion by Lee to approve Meeting Agenda. Seconded by George. Motion carried.
- C.** Approval of Minutes
  - Approval of the Meeting Minutes for July 20, 2021, Regular Board Meeting.
    - ▶ Motion by George to approve Meeting Minutes. Seconded by Zanini. Motioned carried.
- D.** Welcome New Fire Chief, Martin Cornilsen
  - Swearing in of Martin Cornilsen as new Fire Chief took place immediately prior to the start of the Board Meeting at a community gathering at the fire house. Present included Board Members and Staff present at the board meeting, fire fighters on duty, members of Chief Cornilsen's family, members of the community, as well as San Joaquin County Supervisor Miguel Villapudua.

**II. Public Comment: None**

**III. Monthly Reports**

- A.** Fire Incidents Reports
  - Shipherd reviewed the Monthly Fire and EMS Major Incident Report including notable incidents for July 2021.
- B.** Response Time Report
  - Shipherd reviewed response times as noted on the Average Response Time Per Station Report for July 2021.
- C.** Training Report
  - Shipherd reviewed training status as noted in the Training Codes Completed by

Personnel Report. Training hours are up from previous months.

**D. Equipment Status (Apparatus Report Cards)**

- Shipherd reviewed the Apparatus Fleet Management Division “report card.” Biggest concern noted was Engine 11-2, which scored an “F.”
- Cornilsen proposed the district obtain an OES Apparatus, Type 6 (Brush vehicle). He noted the financial and staffing implications in obtaining this vehicle, as well as the benefits to the district. The Board directed Cornilsen to move forward with sending a letter of intent to OES/CalFire.

**IV. BUDGET AND FINANCE**

**A. Budget Committee Revenue/Expense Report**

- Lee reviewed the July report

**V. OLD BUSINESS:**

- A. Committees:** Nicholson noted an upcoming meeting date with Supervisor Villapudua to discuss community involvement.
- B. Current committee status:** Murphy and Zanini are finance. George and Nicholson are outreach.

**VI. NEW BUSINESS / CONSENT / ACTION ITEMS**

**A. Authorize July 2021 Expenditures**

- ▶ Motion by Zanini to approve expenditures as presented. Seconded by Lee. Motion carried.

**B. Review and adopt preliminary 21-22 budget**

- Shipherd presented the preliminary budget. Recommended passage and quarterly budget review.
- Resolution 20-21:18 for the adoption of the 2021/2022 preliminary budget.
  - ▶ Motion by George to approve Budget Resolution as presented. Seconded by Lee. Motion carried.

**C. Receive Report from San Joaquin Grand Jury (Transparency “Not Found”)**

- Board was provided copies of the report. Comments on report made by Miller.

**VII. FIRE CHIEF COMMENTS / UPDATES**

**A. Personnel Update**

- New Firefighter hiring process.
  - There are currently six vacancies. Of those, two are for Lieutenants. The others are for FF/Drivers.
  - Currently evaluating 24 applicants.

**B. Workers Comp Update**

- Waiting on reports from Workers Comp. for two firefighters.

**VIII. BOARD COMMENTS:** None

**IX. NEXT MEETING:** September 21st, 2021 (tentative)

**X. ADJOURNMENT:** Meeting adjourned at 7:45 PM