

**HOPLAND FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES**

June 1, 2023

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#1 CALL TO ORDER

The meeting was called to order by Chairman Smith at 5:30pm

Directors present: Jensen, Leonard, Mastin, Roderick, Smith

Directors absent: None

Staff present: Chief Franklin, and Karyn Abshire, Clerk.

#2 PLEDGE OF ALLEGIANCE

Pledge was led by Chairman Smith

#3. PUBLIC EXPRESSION

None

#4 APPROVAL OF MINUTES

The minutes of the May 4, 2023 meeting were approved as written

#5 APPROVAL OF FINANCIAL REPORT

The financial report for May, 2023 was presented. The report was accepted as presented.

#6 CORRESPONDENCE

None

#7 CHIEFS REPORT

Chief Franklin submitted his verbal report. He expanded on content and answered questions from the Board. After questions were asked and answered the report was accepted as presented.

#8 OLD BUSINESS

a None

#9 NEW BUSINESS

a. Approval of Audit Report for FY 21/22– Discussion/Action

Motion made by Director Jensen to accept the audit report as presented. Seconded by Director Mastin. Motion carried.

b. Employment Merit Salary Increase – Discussion/Action

Motion made by Director Jensen to adopt the Employee Merit Increase Policy as presented, seconded by Director Leonard. Motion Carried

c. Adopt FY 23/24 Proposed Budget – Discussion/Action

After questions/discussion motion made by Director Mastin to adopt the Proposed FY 23/24 budget as presented. Seconded by Director Leonard

d. Board of Directors Policy and Procedures Manual – Discussion/Action

Motion made by Director Leonard to approve the Directors Policy and Procedures Manual as presented. Seconded by Director Mastin.

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Vote on Roll Call: Ayes: Jensen, Leonard, Mastin, Roderick, Smith. Nays: None; Absent: None; Abstain: None. Policy Adopted.

#10 DIRECTORS REPORTS

None

#11 CLOSED SESSION

a. Personnel – Public Employment Performance Evaluation – Fire Chief (GC54957)

Adjourned to closed session at 6:00pm.

Reconvened in open session at 6:28pm

Chairman Smith reported no action was taken in closed session.

#12 ADJOURNMENT

There being no further business to come before the Board the meeting was adjourned at 6:30pm.

Gregg Smith, Chairman

Karyn Abshire, Clerk