

MASON COUNTY FIRE DISTRICT 6

BOARD OF FIRE COMMISSIONERS' BUSINESS MEETING MINUTES

3-16-2021

1.0 CALL TO ORDER

- Called to order at 10:00 am by Chair Comm. Richard Heinrich.
- Commissioner Richard Heinrich, Commissioner Mike Sheetz & Commissioner Troy Woodard in attendance.

2.0 CONSENT AGENDA

- MINUTES: 2-16-2021 business meeting
- VOUCHERS: 6613-6649 totaling \$73268.27
- ADOPTION OF TREASURERS REPORT
MOTION: Commissioner Sheetz motioned to approve the consent agenda as presented. Commissioner Woodard 2nd
Discussion/Vote: All in favor; motion passes.

3.0 MEETING BUSINESS

- JEFF BRITTIG PUBLIC RECORDS LAWSUIT: Update given on the status of the Brittig lawsuit. Discussion occurred between staff and the board. Brittig vs. MCFD 6 trail date is set for April 13, 2021.
- AMBULANCE PURCHASE UPDATE: The board and staff discussed the status of the purchase of the 2021 ambulance.
- PRO BOARD CERTIFICATION: Staff discussed the status of the Pro Board certification. The certification vote will occur on March 25, 2021.
- DRAFT STRATEGIC PLAN UPDATE: The board and staff discussed the draft strategic plan that was presented at the February 16, 2021 meeting for review.
MOTION: Commissioner Sheetz motioned to adopt the 2021 updated strategic plan as presented. Commissioner Woodard 2nd
Discussion/Vote: All in favor; motion passes.
- 2021 SOP ADMINISTRATIVE REVIEW: The board reviewed and discussed SOP's 1-01, 1-02, 1-03, 1-04 & 1-05.
MOTION: Commissioner Woodard motioned to adopt the 2021 SOP 1-01 Policy & Procedure System. Commissioner Sheetz 2nd
Discussion/Vote: All in favor; motion passes.

MOTION: Commissioner Sheetz motioned to adopt the 2021 SOP 1-02 Administrative Procedures as presented. Commissioner Woodard 2nd
Discussion/Vote: All in favor; motion passes.

MOTION: Commissioner Woodard motioned to adopt the 2021 SOP 1-03 General Management. Commissioner Sheetz 2nd
Discussion/Vote: All in favor; motion passes.

MOTION: Commissioner Sheetz motioned to adopt the 2021 SOP 1-04 Discipline. Commissioner Woodard 2nd
Discussion/Vote: All in favor; motion passes.

MOTION: Commissioner Sheetz motioned to adopt the 2021 SOP 1-05 Accident Prevention Program. Commissioner Woodard 2nd
Discussion/Vote: All in favor; motion passes.

- TROY WOODARD BVFF PENSION AUTHORIZATION: Staff presented Troy Woodard pension request to the board. The board discussed the request.
MOTION: Commissioner Sheetz motioned approved the Troy Woodard BVFF pension request and authorize Commissioner Heinrich to sign any documents that are required on behalf of the district. Commissioner Heinrich 2nd
Discussion/Vote: Heinrich & Sheetz in favor, Woodard abstain; motion passes.
- BVFF 2020 PENSION VALIDATION:
MOTION: Commissioner Sheetz motioned approved the 2020 BVFF pension authorization and authorize Commissioner Heinrich to sign any documents that are required on behalf of the district. Commissioner Woodard 2nd
Discussion/Vote: Heinrich & Woodard in favor, Heinrich abstain; motion passes.
- REGIONAL AFG GRANT SUBMISSIONS: Staff and the board discussed the two regional AFG grants that MCFD # 6 is participating in with NMRFA & MCFD # 3.
- DISTRICT WEBPAGE: Staff and the board navigated the district webpage and discussed the new webpage that is set to publish in April 2021.
- CORONA (COVID-19) VIRUS UPDATE: Discussion on the current statistics and mandates placed by the governor. Report on the status of COVID-19 vaccinations.

4.0 ADJOURN

- **Commissioner Sheetz motioned to adjourn the meeting at 11:19 am. Commissioner Woodard 2nd**
Discussion, Vote: All in favor/Motion passes.