

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

**March 2, 2023**

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**#1 CALL TO ORDER**

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

Directors present: Leonard, Mastin, Smith, Roderick

Directors absent: Brutocao

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

**#2 PLEDGE OF ALLEGIANCE**

Pledge was led by Chairman Smith

**BOARD MEMBER RESIGNATION**

Chairman Smith announced that Director Len Brutocao had submitted his resignation as board member effective February 25, 2023. Chairman Smith called a special meeting for March 21, 2023 to appoint a director to fill the unexpired term of Mr. Brutocao. A notice will be posted for 15 days prior to the special meeting inviting all interested District residents who are registered voters to appear at the meeting if they are interested in filling the position.

**#3. PUBLIC EXPRESSION**

None

**#4 APPROVAL OF MINUTES**

The minutes of the February 2, 2023 meeting were approved as written

**#5 APPROVAL OF FINANCIAL REPORT**

The financial report for February, 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 Standard Operating Guidelines – Discussion/ Action**

Moved by Director Roderick to reading of the Guidelines as amended by the committee and adopt them, seconded by Director Leonard. Vote on roll call: Ayes: Leonard, Mastin Roderick, Smith; Nays: None; Absent: None, (1 position vacant); Abstain: None. Motion carried.

**c. Equipment Replacement Proposal – Discussion/Action**

Motion made by Director Mastin that the Equipment Replacement Proposal be printed and presented at the next meeting, seconded by Director Leonard. Motion carried.

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**b. Additional Employees – Discussion/Action**

Motion made by Leonard to approve the funding proposal to hire 2 additional fire personnel, seconded by Director Mastin. Vote on roll call: Ayes: Leonard, Mastin, Roderick, Smith; Nays: None; Absent: None, (1 position vacant); Abstain: None. Motion carried

Chairman Smith appointed an interview committee consisting of: Director Mastin, Director Leonard and an additional member yet to be named.

**#9 NEW BUSINESS**

a. None

**#10 DIRECTORS REPORTS**

None

**#11 ADJOURNMENT**

There being no further business to come before the Board the meeting was adjourned at 6:13pm.

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Gregg Smith, Chairman

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Karyn Abshire, Clerk