

**OLANCHA COMMUNITY SERVICES DISTRICT**  
**689 SHOP STREET**  
**OLANCHA, CA 93549-0064**  
**(760) 764-2370**  
**www.olanchafd.org**

**REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE  
OLANCHA COMMUNITY SERVICES DISTRICT**

**Date: Thursday, September 19, 2024**

**MINUTES  
UNADOPTED**

**In Attendance:**

Neale Gordon, Chair  
Jennifer Gordon, Director  
Robert Olin, Director  
Dennis Smith, Director  
Jeff Mills, Fire Chief

**Absent:**

Norm Sahm, Director  
Cyndi Riley, Secretary

**Regular Board Meeting – begins 1830 (6:30 PM) changed from 5:30 PM**

- 1) **Call to Order** – Meeting called to order by Chair Neale Gordon at 18:37 (6:37PM)
- 2) **Public Comment – Limit of 3 minutes per person**
  - Secretary commented that she felt uncertain of her employment status; stated she has not received a letter of termination. Citizen commented that her spouse is an EMT and may be able to help with EMT staffing. Questions were raised regarding if the Board was adhering to the Brown Act. Commentor on Zoom times out at 3 minutes. More comments regarding the fire and EMS.
- 3) **Financial Statements, Review and Approval**
  - Auditors Office statements – July & August 2024
  - Bank statements – July & August 2024
    - Motion to Approve July and August 2024 Financial statements made by Director Dennis Smith, Second by Director Bob Olin, Motion passed 4/0
- 4) **New Business**
  - Awaiting date for Brown Act training with County Counsel
    - Brown Act training tentatively set for October 30th
  - Cybersecurity findings and recommendation
    - Tabled
  - Retention of Legal Counsel
    - Motion to Approve retention of legal counsel made by Director Dennis Smith, Second by Director Bob Olin. Motion passed 4/0

- 5) **Old Business**
  - Fit testing for SCBAs
    - Will reach out to Michael Capello to schedule
  - SED – meet with Sheriff upon return from vacation
  - Roof patching – looking for contractor
    - Part of the roof has been completed
  - Radio training – to be scheduled soon
- 6) **Board Approval of bills over \$1,000**
  - All bills are current
- 7) **Chief's Report**
  - Chief Mills made his report – Motion to accept Chief Mills report made by Director Jennifer Gordon, Second by Director Dennis Smith, Motion passed 4/0
- 8) **Acknowledgment of next Regular Board Meeting date and time (October 17, 2024 @ 5:30 PM)**
- 9) **Adjournment** – Motion to Adjourn at 19:26 (7:26PM) made by Director Dennis Smith, Second by Director Bob Olin, Motion passed 4/0