



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Monday, November 18, 2019, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum.**
 - a. Swear in Lea Christensen as new board member
 - b. Accept Check from the woods
2. **Motion by Secretary Steve Acker to adopt agenda:**
3. **Public communication to the board:** Members of the public may address the board on any matter within the jurisdiction of the board; however, no action will be taken on items not on the agenda. Individuals wishing to address the board regarding items on the agenda may do so when the agenda item is presented.
4. **Consent calendar:** The following consent items are expected to be routine and non-controversial, and will be acted on by the board in a single action without discussion unless a request is made by a board member or a member of the public to move an item for discussion or separate action
 - a. **Approval of October 21, regular meeting minutes.** (see packet)
 - b. **Approval of November 6, special meeting minutes.** (see packet)
 - c. **Approval of November 14, special meeting minutes.** (see packet)
 - d. **Acceptance of November, 2019 correspondence report.** (see packet)
 - e. **Acceptance of submitted current financial report.** (see packet)
5. **Chief's report:** (see packet)
6. **Committee Reports:**
 - a. **Apparatus Acker** (see packet)
 - b. **Facilities Welty : Statrion 810 repair progress report**
 - c. **Treasurers report Welty:**
 - d. **TOT report Greenberg:**
 - e. **California Legislative report Surles :**
7. **Items for discussion and possible action by the board**
 - a. **Motion by Director Greenberg:** Approve compensation package for Chief
 - b. **Approve MOU with School to place the CERT trailer at the Albion school**
 - c. **Directors Discussion:** necessity for December meeting.
 - d. **MRC ruling:**
8. **Adjournment:**

Any individual who requires disability related accommodations or modifications, including auxiliary aids and services, in order to participate in the board meeting should contact the board at 707-937-4022, email: board@albionfire.com or write to the board at PO Box 634, Albion, CA 95410-0634 as soon as possible before the meeting date.



Albion Little River Fire Protection District

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Monday, October 21, 2019, 7:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

1. **Call to order and determination of a quorum.** Meeting called to order at 7:01 PM by President Greenberg. Board members, Acker, Welty, and Surles present. Also present Chief Rees, Wendy Meyer, two firefighters and three members of the public.
2. **Motion by Secretary Steve Acker to adopt agenda:** Agenda approved by a board vote of 4 ayes.
3. **Public communication to the board:** None
4. **Consent calendar:** Motion to accept the consent calendar by Greenberg. Approved by a board vote of 4 ayes.
 - a. **Approval of September 16, regular meeting minutes.** (see packet)
 - b. **Acceptance of October, 2019 correspondence report.** (see packet)
 - c. **Acceptance of submitted current financial report.** (see packet)
5. **Chief's report:** (see packet) Need for organization of a fire safe counsel was discussed. Chief Rees and Wendy Meyers will get the word out.
6. **Committee Reports:**
 - a. **Apparatus Acker** (see packet)
 - b. **Facilities Welty :** There was a walkthrough of 810 by Lee Welty, Diane Wiederman and the County to look at encroachment to the county roads.
 - c. **Treasurers report Welty:** The audit is in progress. There is money available in the budget for the Chief's compensation. The Community Foundation Grant Report has been completed. There will be approximately \$8000 annually from the Bishoff grant program through the Community Foundation.
7. **Items for discussion and possible action by the board**
 - a. **Motion by Director Greenberg:** \$33,000 per year is available for the Chief's compensation. Details will be determined by an ad hoc committee of directors Welty and Surles and presented to the board at the November regular board meeting. 2nd by Surles. Approved by a board vote of 4 ayes.
 - b. **Motion by Director Greenberg:** The chief shall be advanced \$5000 stipend out of the donation account immediately, pending the development of a formal contract in recognition that he has taken on this huge burden for months prior to any promise of pay. 2nd by Surles. Approved by a board vote of 4 ayes
 - c. Lee Welty, Terry Surles and Michael Rees shall develop the terms of this contract, present it to Counsel Terry Gross for review and to the Board for passage at the Nov 17 meeting.
8. **Directors Discussion:** Michael Issel has resigned his board position as of October 1st. (see packet). Lea Christensen, and S.A. Ephriam expressed interest in filling the vacated board seat. Discussion followed in which Mr Ephriam agreed to consider chairing a Fire Safe Council instead of seeking a Board position.
9. **Adjournment:** Meeting adjourned at 8:22 pm. Next Regular Board meeting scheduled for Monday November 18, 7:00 pm at the Albion School.



SPECIAL MEETING MINUTES

Wednesday November 6, 2019, 8:00 AM, Station 810, 33900 West Street (behind Albion Grocery), Albion, CA The meeting is called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of appointing a candidate to fill the Board vacancy.

1. **Call to order and determination of a quorum:** Meeting called to order at 8:11 AM by President Greenberg. Board members Acker, Welty and, Surles present.
2. **Motion by Secretary Acker to adopt agenda.** Agenda approved by a board vote of 4 ayes.
3. **Motion by Surles:** Appoint Lea Christensen to fill the board seat vacated by Michael Issel. Approved by a board vote of 4 ayes.
4. **Motion by Surles:** Prepare MOU with the Mendocino School District to Store the emergency trailer at the Albion School. Approved by a board vote of 4 ayes. Secretary Acker will prepare a document.
5. **Board Discussion.** The Fire Chief's contract and job description were discussed.
6. **Adjournment:** Meeting adjourned at 8:52 AM.

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Albion Little River Fire Protection District

BOARD OF DIRECTORS SPECIAL MEETING MINUTES

Thursday, November 14, 2019, 6:00 pm, Albion School, 30400 Albion Ridge Road, Albion, CA

The meeting is called as a special meeting of the Board of Directors of the Albion Little River Fire Protection District for the purpose of consultation with district counsel regarding litigation. No other business shall be considered at this special meeting.

- 1. Call to order and determination of a quorum:** Meeting called to order at 6:11 PM by President Greenberg. Board members Acker, Welty, Surlles and district counsel present.
- 2. Public communication to the board:** None
- 3. Closed Session:** Adjourned to closed session at 6:12 PM. Returned to regular meeting open session at 6:50 PM.
- 4. Report of action taken in closed session:** Board direction was given to Staff.
- 5. Adjournment:** 7:00 PM



BOARD OF DIRECTORS REGULAR MEETING
Monday, November 18, 2019
CORRESPONDENCE REPORT for October 31, 2019

- October 1, 2019 -Received email from Terry Gross re: MRC vs. County of Mendocino Court of Appeals sets argument for October 21.
 -Received email from California Fire Chiefs Association re: Legislative Update Governor Signs Several Important Bills that Cal Chiefs Sponsored/Supported
- October 3, 2019 -Received email from Michael Issel re: resignation from Board of Directors.
- October 5, 2019 -Received email from Terry Surles regarding SB13 Letter to Governor.
- October 9, 2019 -Received letter via USPS from EDD – Response to request for new account number.
 -Received letter via USPS from the Department of the Treasury, Internal Revenue Service regarding forms 1099 Payee Information
- October 11, 2019 -Received letter via USPS from EDD – Notice of Contribution Rates and Statement of UI Reserve Account for April 1, 2019 through December 31, 2019
 -Received letter via USPS from EDD re: Employer Reporting Requirements for New Employees and Contractors.
 -Received letter via USPS from Mendocino County Department of Planning and Building Services re: Boundary Line Adjustment.
 -Received mailing from Pipeline Association for Public Awareness.
- October 16, 2019 -Received email from Chuck Greenberg re: Brown Act Question re: Compensation.
- October 20, 2019 -Received email from Chuck Greenberg re: Lea Christensen interested in board position.
 -Received email from Michael Rees re: question of who is attending MRC appeal.
- October 21, 2019 -Received email from Steve Acker re: board vacancy rules.
- October 22, 2019 -Received letter via USPS from Michael Issel resigning from Board of Directors.
 -Received letter from Mendocino County Executive Office Notice of Possible Action re: request by Covelo Community Services District to Consolidate it's District Elections with the November Statewide General Election in Even-Numbered Years
 -Received letter from Explore re: National Fire Station Database.
 -Received email from Chuck Greenberg re: MRC appeal.
- October 23, 2019 -Received email from Ted Williams re: BoS on Radio System.
- October 24, 2019 -Received email from Wendy Meyer re: Whitesboro Grange Fundraiser.
 -Received email from David Wylie re: Water Tank Fire Hose Connect Size.
 -Received email from David Wylie re: Address signs.

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Albion Little River Fire Protection District

Balance Sheet

As of October 31, 2019

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Accrual Basis

	Oct 31, 19
ASSETS	
Current Assets	
Checking/Savings	
Public Tax Account	231,329.06
Fee Service Fund	20,142.82
District Checking	23,277.97
County Held Funds	16.86
Building Fund - Checking	10,611.77
Fire Department - Donations	267,483.73
Total Checking/Savings	552,862.21
Total Current Assets	552,862.21
Fixed Assets	
Accumulated Depreciation	-611,890.00
Building & Improvements	403,552.00
Firefighting Equipment	
Vehicle Purchase	5,000.00
Firefighting Equipment - Other	503,254.00
Total Firefighting Equipment	508,254.00
Land	
escrow fees	2,287.68
Land - Other	375,683.00
Total Land	377,970.68
Total Fixed Assets	677,886.68
TOTAL ASSETS	1,230,748.89
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	-700.00
Total Accounts Payable	-700.00
Credit Cards	
Umpqua Bank	-7,390.27
Total Credit Cards	-7,390.27
Total Current Liabilities	-8,090.27
Total Liabilities	-8,090.27
Equity	
30000 · Opening Balance Equity	588,887.94
32000 · Retained Earnings	711,139.56
Net Income	-61,188.34
Total Equity	1,238,839.16
TOTAL LIABILITIES & EQUITY	1,230,748.89

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Albion Little River Fire Protection District Revenue & Expense Budget vs. Actual

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Accrual Basis

July through October 2019

	Jul - Oct 19	Budget	\$ Over Budget	% of Budget
Income				
82-1110 · CURRENT SECURED TAX	6,089.90			
82-1120 · CURRENT UNSECURED TAX	66.64			
82-1130 · SB813 SUPPLEMENTAL TAX	448.75			
82-1220 · PRIOR UNSECURED TAX	32.34			
82-1300 · SPECIAL TAX	26,672.50			
82-1600 · TIMBER TAX	175.46			
82-4100 · INTEREST INCOME	99.35			
82-5481 · HOMEOWNER PROPERTY TAX	345.75			
82-7700 · OTHER	2,000.00			
82-7705 · Donations				
BBQ	1,175.00			
Business	11,094.82			
Individual	1,346.85			
82-7705 · Donations - Other	8,248.16			
Total 82-7705 · Donations	21,864.83			
Total Income	57,795.52			
Gross Profit	57,795.52			
Expense				
Monthly Transfer	0.00			
BBQ				
FOOD	23.40			
Total BBQ	23.40			
Other Expenses	53.64			
66000 · Payroll Expenses				
taxes	345.44			
wages	5,600.00			
Total 66000 · Payroll Expenses	5,945.44			
86-1011 · Regular Employees	3,115.00			
86-1035 · WORKERS COMPENSATION IN	7,310.00			
86-2050 · CLOTHING & PERSONAL ITE	2,938.14			
86-2060 · COMMUNICATIONS				
INTERNET SERVICE				
Comcast	371.88			
INTERNET SERVICE - Other	179.52			
Total INTERNET SERVICE	551.40			
web design	225.00			
WEBHOSTING	75.00			
86-2060 · COMMUNICATIONS - Other	618.73			
Total 86-2060 · COMMUNICATIONS	1,470.13			
86-2080 · FOOD	305.94			
86-2101 · INSURANCE GENERAL	13,426.00			
86-2120 · MAINTENANCE EQUIPMENT				
Vendor Travel/Lodging	646.59			
Radio Maintenance	1,298.83			
Rescue Equipment	2,479.33			
Vehicle Maintenance				
8131	204.06			
8132	2,779.19			
8162	2,427.50			
8163	82.50			
8180	82.50			
8181	416.76			
Vehicle Maintenance - Other	1,600.00			
Total Vehicle Maintenance	7,592.51			
Total 86-2120 · MAINTENANCE EQUIPMENT	12,017.26			
86-2140 · MEDICAL, LAB SUPPLIES				
Gasses				
Eureka Oxygen	993.34			
Total Gasses	993.34			
Total 86-2140 · MEDICAL, LAB SUPPLIES	993.34			
86-2150 · MEMBERSHIPS	1,282.50			
86-2170 · DISTRICT OFFICE SUPPLIE				
Classified Ad	489.00			
Publications	270.00			
late fee	35.00			
Paper, Ink, Materials	218.59			
Postage	373.45			
Printing & Copying Services	1,505.39			
Software	278.88			
86-2170 · DISTRICT OFFICE SUPPLIE - Other	26.94			

Albion Little River Fire Protection District Revenue & Expense Budget vs. Actual

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Accrual Basis

July through October 2019

	Jul - Oct 19	Budget	\$ Over Budget	% of Budget
Total 86-2170 · DISTRICT OFFICE SUPPLIE	3,197.25			
86-2181 · AUDITING & FISCAL SERVI				
Bi-Annual Independent Audit	2,200.00			
Bookkeeping Services	312.50			
Total 86-2181 · AUDITING & FISCAL SERVI	2,512.50			
86-2187 · EDUCATION & TRAINING				
Food	164.72			
EMT	314.00			
MEALS & FUEL REIMBURSEMENT	83.83			
86-2187 · EDUCATION & TRAINING - Other	941.81			
Total 86-2187 · EDUCATION & TRAINING	1,504.36			
86-2189 · PROFESIONAL & SPECIAL SERVICES				
District Counsel Services	675.00			
86-2189 · PROFESIONAL & SPECIAL SERVICES - O...	168.40			
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES	843.40			
86-2200 · RENT- LEASE EQUIPMENT				
8130 Lease Purchase				
Interest 8130	2,649.84			
Principal 8130	4,868.17			
Total 8130 Lease Purchase	7,518.01			
8181 8191 Lease Purchase				
Interest 8181 8191	12,069.41			
Principal 8181 8191	12,930.59			
Total 8181 8191 Lease Purchase	25,000.00			
Total 86-2200 · RENT- LEASE EQUIPMENT	32,518.01			
86-2220 · SMALL TOOLS & SUPPLIES	326.14			
86-2250 · TRANSPORTATION & TRAVEL				
FLEET FUEL				
CREDIT CARD CHARGE	674.87			
Bulk Fuel Delivery	1,303.08			
FLEET FUEL - Other	217.10			
Total FLEET FUEL	2,195.05			
86-2250 · TRANSPORTATION & TRAVEL - Other	27.94			
Total 86-2250 · TRANSPORTATION & TRAVEL	2,222.99			
86-2260 · UTILITIES				
Albion Water District	135.00			
PG&E	627.94			
Suburban Propane	372.43			
Thompson Septic Service	683.64			
Waste Management	154.38			
Total 86-2260 · UTILITIES	1,973.39			
86-3113 · PAYMENTS TO GOVT AGENCIES				
COUNTY ASSESSOR-TAX ASSESSMENT	467.15			
86-3113 · PAYMENTS TO GOVT AGENCIES - Other	240.19			
Total 86-3113 · PAYMENTS TO GOVT AGENCIES	707.34			
86-4370 · EQUIPMENT (PURCHASE)				
Firefighting Equipment	85.51			
Medical Equipment	17,806.15			
Vehicles	5,906.04			
86-4370 · EQUIPMENT (PURCHASE) - Other	499.99			
Total 86-4370 · EQUIPMENT (PURCHASE)	24,297.69			
Total Expense	118,983.86			
Net Income	-61,188.34			

Albion Little River Fire Protection District
Revenue & Expense Detail
 July through October 2019

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Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
82-1110 · CURRENT SECURED TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	Deposit	Public Tax...		Public Tax Acco...	6,089.90	6,089.90
Total 82-1110 · CURRENT SECURED TAX								6,089.90	6,089.90
82-1120 · CURRENT UNSECURED TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	Deposit	Public Tax...		Public Tax Acco...	66.64	66.64
Total 82-1120 · CURRENT UNSECURED TAX								66.64	66.64
82-1130 · SB813 SUPPLEMENTAL TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	Deposit	Public Tax...		Public Tax Acco...	448.75	448.75
Total 82-1130 · SB813 SUPPLEMENTAL TAX								448.75	448.75
82-1220 · PRIOR UNSECURED TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	Deposit	Public Tax...		Public Tax Acco...	32.34	32.34
Total 82-1220 · PRIOR UNSECURED TAX								32.34	32.34
82-1300 · SPECIAL TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	Deposit	Public Tax...		Public Tax Acco...	13,323.50	13,323.50
Deposit	09/09/2019	04310...	County Of Mendocino	Fire Funding A...	Public Tax...		Public Tax Acco...	13,349.00	26,672.50
Total 82-1300 · SPECIAL TAX								26,672.50	26,672.50
82-1600 · TIMBER TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	Deposit	Public Tax...		Public Tax Acco...	175.46	175.46
Total 82-1600 · TIMBER TAX								175.46	175.46
82-4100 · INTEREST INCOME									
Deposit	07/05/2019			Interest	Public Tax...		Public Tax Acco...	12.84	12.84
Deposit	07/07/2019			Interest	Fee Servi...		Fee Service Fund	1.17	14.01
Deposit	07/31/2019			Interest	FD Donati...		Fire Department...	11.31	25.32
Deposit	07/31/2019			Interest	Building F...		Building Fund - ...	0.45	25.77
Deposit	08/05/2019			Interest	Public Tax...		Public Tax Acco...	12.62	38.39
Deposit	08/07/2019			Interest	Fee Servi...		Fee Service Fund	0.88	39.27
Deposit	08/31/2019			Interest	FD Donati...		Fire Department...	11.21	50.48
Deposit	08/31/2019			Interest	Building F...		Building Fund - ...	0.45	50.93
Deposit	09/08/2019			Interest	Fee Servi...		Fee Service Fund	0.88	51.81
Deposit	09/08/2019			Interest	Public Tax...		Public Tax Acco...	12.13	63.94
Deposit	09/30/2019			Interest	FD Donati...		Fire Department...	10.81	74.75
Deposit	09/30/2019			Interest	Building F...		Building Fund - ...	0.44	75.19
Deposit	10/07/2019			Interest	Fee Servi...		Fee Service Fund	0.80	75.99
Deposit	10/07/2019			Interest	Public Tax...		Public Tax Acco...	11.33	87.32
Deposit	10/31/2019			Interest	FD Donati...		Fire Department...	11.58	98.90
Deposit	10/31/2019			Interest	Building F...		Building Fund - ...	0.45	99.35
Total 82-4100 · INTEREST INCOME								99.35	99.35
82-5481 · HOMEOWNER PROPERTY TAX									
Deposit	09/02/2019	04309...	County Of Mendocino	HOPTR	Public Tax...		Public Tax Acco...	345.75	345.75
Total 82-5481 · HOMEOWNER PROPERTY TAX								345.75	345.75
82-7700 · OTHER									
Deposit	09/02/2019	0797	Paul Shandel Logging	Sale of Water ...	District		District Checking	1,000.00	1,000.00
Deposit	09/09/2019	1582	Craig Hathaway	Sale of 8130 R...	District		District Checking	1,000.00	2,000.00
Total 82-7700 · OTHER								2,000.00	2,000.00
82-7705 · Donations									
BBQ									
Deposit	07/15/2019	3256	Laurel A. Ellen/Joann...	2019 Barbeque	FD Donati...		Fire Department...	9.00	9.00
Deposit	07/15/2019	1080	Sharon Hansen	2019 Barbeque	FD Donati...		Fire Department...	150.00	159.00
Deposit	07/15/2019	3584	James D. Brown	2019 Barbeque	FD Donati...		Fire Department...	200.00	359.00
Deposit	07/15/2019	3333	Lavery Murray	2019 Barbeque	FD Donati...		Fire Department...	300.00	659.00
Deposit	07/15/2019		Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	466.00	1,125.00
Deposit	07/15/2019		Carolyn Latkin	Deposit	FD Donati...		Fire Department...	50.00	1,175.00
Total BBQ								1,175.00	1,175.00
Business									
Deposit	08/06/2019	188719	Albion-Little River Fir...	CRV Proceeds			Fire Department...	58.62	58.62
Deposit	09/03/2019	189168	Albion-Little River Fir...	Fort Bragg Wa...	FD Donati...		Fire Department...	107.23	165.85
Deposit	09/03/2019	188918	Albion-Little River Fir...	Fort Bragg Wa...	FD Donati...		Fire Department...	57.32	223.17
Deposit	09/09/2019	189727	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	62.77	285.94
Deposit	09/18/2019	297	Albion-Little River Fir...	Barbeque Proc...	FD Donati...		Fire Department...	10,468.47	10,754.41
Deposit	09/18/2019	3938	Turner's Appliance	Deposit			Fire Department...	50.00	10,804.41
Deposit	10/01/2019	190092	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	32.29	10,836.70
Deposit	10/01/2019	190547	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	62.40	10,899.10
Deposit	10/01/2019	190772	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	46.59	10,945.69
Deposit	10/22/2019	191267	Albion-Little River Fir...	CRV Donation ...	FD Donati...		Fire Department...	72.57	11,018.26
Deposit	10/22/2019	190904	Albion-Little River Fir...	CRV Donation ...	FD Donati...		Fire Department...	76.56	11,094.82
Total Business								11,094.82	11,094.82
Individual									
Deposit	07/01/2019	3438	John & G.C. McSheff...	Deposit	FD Donati...		Fire Department...	500.00	500.00
Deposit	07/15/2019	4771	Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	575.00
Deposit	07/15/2019	3297	Robert & Dorothy Ayres	Deposit	FD Donati...		Fire Department...	50.00	625.00
Deposit	07/15/2019	00009...	JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	660.00

Albion Little River Fire Protection District Revenue & Expense Detail July through October 2019

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11/13/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Deposit	07/24/2019		Albion-Little River Fir...	Collection from...			Fire Department...	87.16	747.16
Deposit	07/24/2019	188312	Albion-Little River Fir...	CRV Collection			Fire Department...	44.69	791.85
Deposit	08/06/2019	00009...	Albion-Little River Fir...	Rasker Donation			Fire Department...	35.00	826.85
Deposit	09/03/2019	1191	William and Karen Le...	Deposit	FD Donati...		Fire Department...	50.00	876.85
Deposit	09/03/2019	4665	Melissa Hayes & Nan...	Deposit	FD Donati...		Fire Department...	20.00	896.85
Deposit	09/09/2019	2574	Esther L. Koch	Donation	FD Donati...		Fire Department...	250.00	1,146.85
Deposit	09/18/2019	25443...	Gwen Lowery	Deposit			Fire Department...	50.00	1,196.85
Deposit	09/18/2019	9252	Susan Joyce Hofberg	Deposit			Fire Department...	100.00	1,296.85
Deposit	10/22/2019	25490...	Gwen Lowery	Monthly donati...	FD Donati...		Fire Department...	50.00	1,346.85
Total Individual								1,346.85	1,346.85
82-7705 · Donations - Other									
Deposit	07/15/2019	187800	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	91.08	91.08
Deposit	07/15/2019	187754	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	66.19	157.27
Deposit	07/24/2019	11588	Community Foundation	Annual Estate ...			Fire Department...	8,090.89	8,248.16
Total 82-7705 · Donations - Other								8,248.16	8,248.16
Total 82-7705 · Donations								21,864.83	21,864.83
Total Income								57,795.52	57,795.52
Gross Profit								57,795.52	57,795.52
Expense									
Monthly Transfer									
Check	07/10/2019		Albion-Little River Fir...	July 2019 Mon...	Public Tax...		Public Tax Acco...	0.00	0.00
Check	08/18/2019		Albion-Little River Fir...	August 2019 M...	Public Tax...		Public Tax Acco...	0.00	0.00
Total Monthly Transfer								0.00	0.00
BBQ									
FOOD									
Check	08/31/2019	10521	Umpqua Bank	Additional Wat...	District		District Checking	23.40	23.40
Total FOOD								23.40	23.40
Total BBQ								23.40	23.40
Other Expenses									
Check	08/31/2019	10521	Umpqua Bank	Audible (Rees)	District		District Checking	14.95	14.95
Check	08/31/2019	10521	Umpqua Bank	Finance Charg...	District		District Checking	6.72	21.67
Check	09/16/2019	10534	Umpqua Bank	Finance Charge	District		District Checking	17.02	38.69
Check	10/22/2019	10551	Umpqua Bank	Audible	District		District Checking	14.95	53.64
Total Other Expenses								53.64	53.64
66000 · Payroll Expenses									
taxes									
Check	07/10/2019		Albion-Little River Fir...	Transfer to Ge...	District		Fee Service Fund	0.00	0.00
Check	07/25/2019	10499	Wendy Meyer	Social Security...	District		District Checking	-38.13	-38.13
Check	07/25/2019	10499	Wendy Meyer	Medicare With...	District		District Checking	-8.92	-47.05
Check	08/15/2019	ACH	IRS/USA Taxpayment		District		District Checking	94.10	47.05
Check	08/31/2019	10530	Wendy Meyer	Federal Withh...	District		District Checking	-34.00	13.05
Check	08/31/2019	10530	Wendy Meyer	Social Security...	District		District Checking	-82.15	-69.10
Check	08/31/2019	10530	Wendy Meyer	Medicare Wit...	District		District Checking	-19.21	-88.31
Check	08/31/2019	10530	Wendy Meyer	California Stat...	District		District Checking	-10.54	-98.85
Check	09/03/2019	ACH	EMPLOYMENT DEV...	EDD	District		District Checking	400.61	301.76
Check	09/03/2019	ACH	EMPLOYMENT DEV...	EDD	District		District Checking	430.00	731.76
Check	09/13/2019	ACH	EMPLOYMENT DEV...	EDD	District		District Checking	10.54	742.30
Check	09/13/2019	ACH	IRS/USA Taxpayment		District		District Checking	236.72	979.02
Check	09/18/2019	10537	Wendy Meyer	Federal Withh...	District		District Checking	-19.00	960.02
Check	09/18/2019	10537	Wendy Meyer	Social Security...	District		District Checking	-72.85	887.17
Check	09/18/2019	10537	Wendy Meyer	Medicare Wit...	District		District Checking	-17.04	870.13
Check	10/15/2019	ACH	IRS/USA Taxpayment		District		District Checking	198.78	1,068.91
Check	10/23/2019	10552	Michael Rees	Federal Withh...	District		District Checking	-157.00	911.91
Check	10/23/2019	10552	Michael Rees	Social Security...	District		District Checking	-309.99	601.92
Check	10/23/2019	10552	Michael Rees	Medicare With...	District		District Checking	-72.49	529.43
Check	10/23/2019	10552	Michael Rees	California Stat...	District		District Checking	-222.79	306.64
Check	10/23/2019	10555	Wendy Meyer	Social Security...	District		District Checking	-37.20	269.44
Check	10/23/2019	10555	Wendy Meyer	Medicare With...	District		District Checking	-8.70	260.74
Check	10/29/2019	ACH	EMPLOYMENT DEV...	EDD	District		District Checking	84.70	345.44
Total taxes								345.44	345.44
wages									
Check	10/23/2019	10552	Michael Rees	Initial Payroll (...)	District		District Checking	5,000.00	5,000.00
Check	10/23/2019	10555	Wendy Meyer	September 20...	District		District Checking	600.00	5,600.00
Total wages								5,600.00	5,600.00
Total 66000 · Payroll Expenses								5,945.44	5,945.44
86-1011 · Regular Employees									
Check	07/25/2019	10499	Wendy Meyer	Wendy Meyer ...	District		District Checking	615.00	615.00
Check	08/31/2019	10530	Wendy Meyer	July 2019 Payr...	District		District Checking	1,325.00	1,940.00
Check	09/18/2019	10537	Wendy Meyer	July 2019 Payr...	District		District Checking	1,175.00	3,115.00
Total 86-1011 · Regular Employees								3,115.00	3,115.00
86-1035 · WORKERS COMPENSATION IN									
Check	07/25/2019	10508	Golden State Risk Ma...	July 1, 2019 th...	District		District Checking	7,310.00	7,310.00

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Total 86-1035 · WORKERS COMPENSATION IN								7,310.00	7,310.00
86-2050 · CLOTHING & PERSONAL ITE									
Check	07/25/2019	10498	Santa Rosa Uniform ...	Hrbacek	District		District Checking	195.88	195.88
Check	07/25/2019	10498	Santa Rosa Uniform ...	Lagodny	District		District Checking	167.15	363.03
Check	07/25/2019	10498	Santa Rosa Uniform ...	Rees	District		District Checking	8.67	371.70
Check	07/25/2019	10498	Santa Rosa Uniform ...	Hrbacek	District		District Checking	78.32	450.02
Check	07/25/2019	10498	Santa Rosa Uniform ...	Lindeblad	District		District Checking	179.58	629.60
Check	07/25/2019	10498	Santa Rosa Uniform ...	Lindeblad	District		District Checking	74.01	703.61
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413073 S...	District		District Checking	137.22	840.83
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413117 S...	District		District Checking	10.85	851.68
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413118 S...	District		District Checking	34.83	886.51
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1412949 P...	District		District Checking	34.83	921.34
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1412931 P...	District		District Checking	144.75	1,066.09
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1412916 ...	District		District Checking	66.44	1,132.53
Check	08/31/2019	10531	Santa Rosa Uniform ...	Inv. 1413032 ...	District		District Checking	200.29	1,332.82
Check	09/16/2019	10532	Santa Rosa Uniform ...	Inv. 1412971	District		District Checking	100.17	1,432.99
Check	10/22/2019	10551	Umpqua Bank	86-2050 FD S...	District		District Checking	1,505.15	2,938.14
Total 86-2050 · CLOTHING & PERSONAL ITE								2,938.14	2,938.14
86-2060 · COMMUNICATIONS									
INTERNET SERVICE									
Comcast									
Check	07/18/2019	ACH	Comcast/Xfinity	815530057012...			District Checking	92.97	92.97
Check	08/19/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	92.97	185.94
Check	09/18/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	92.97	278.91
Check	10/18/2019	ACH	Comcast/Xfinity	815530057012...	District		District Checking	92.97	371.88
Total Comcast								371.88	371.88
INTERNET SERVICE - Other									
Check	07/01/2019	ACH	Verizon Wireless	June 2019 Pay...	District		District Checking	36.60	36.60
Check	07/31/2019	ACH	Verizon Wireless	July 2019	District		District Checking	37.15	73.75
Check	08/07/2019	ACH	Verizon Wireless	August 2019	District		District Checking	35.45	109.20
Check	08/07/2019	VOID	Verizon Wireless	August 2019	District		District Checking	0.00	109.20
Check	10/01/2019	ACH	Verizon Wireless	October 2019	District		District Checking	35.17	144.37
Check	10/30/2019	ACH	Verizon Wireless	November 2019	District		District Checking	35.15	179.52
Total INTERNET SERVICE - Other								179.52	179.52
Total INTERNET SERVICE								551.40	551.40
web design									
Check	07/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	75.00
Check	08/24/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	150.00
Check	09/25/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	225.00
Total web design								225.00	225.00
WEBHOSTING									
Check	10/25/2019	ACH	Digital Deployment	Member 75	District		District Checking	75.00	75.00
Total WEBHOSTING								75.00	75.00
86-2060 · COMMUNICATIONS - Other									
Credit Card Charge	07/02/2019		SLACK		District		Umpqua Bank	152.74	152.74
Check	08/31/2019	10521	Umpqua Bank	Slack	District		District Checking	150.39	303.13
Check	09/16/2019	10534	Umpqua Bank	Slack	District		District Checking	163.60	466.73
Check	10/22/2019	10551	Umpqua Bank	86-2060 Slack	District		District Checking	152.00	618.73
Total 86-2060 · COMMUNICATIONS - Other								618.73	618.73
Total 86-2060 · COMMUNICATIONS								1,470.13	1,470.13
86-2080 · FOOD									
Check	08/31/2019	10521	Umpqua Bank	Costco	District		District Checking	164.97	164.97
Check	09/16/2019	10534	Umpqua Bank	Costco	District		District Checking	140.97	305.94
Total 86-2080 · FOOD								305.94	305.94
86-2101 · INSURANCE GENERAL									
Check	07/25/2019	10508	Golden State Risk Ma...	July 1, 2019 th...	District		District Checking	13,426.00	13,426.00
Total 86-2101 · INSURANCE GENERAL								13,426.00	13,426.00
86-2120 · MAINTENANCE EQUIPMENT									
Vendor Travel/Lodging									
Check	09/27/2019	10542	Francis Enos Fire Pu...	Travel Time	District		District Checking	570.00	570.00
Check	10/22/2019	10551	Umpqua Bank	86-2120 Vend...	District		District Checking	76.59	646.59
Total Vendor Travel/Lodging								646.59	646.59
Radio Maintenance									
Check	07/25/2019	10501	Fisher Wireless Servi...	Invoice 230750	District		District Checking	660.26	660.26
Check	07/27/2019	10516	Fisher Wireless Servi...	Invoice 230900	District		District Checking	638.57	1,298.83
Total Radio Maintenance								1,298.83	1,298.83
Rescue Equipment									
Check	10/23/2019	10554	Fire Service Specifica...	HOLMATRO a...	District:ST		District Checking	2,479.33	2,479.33
Total Rescue Equipment								2,479.33	2,479.33
Vehicle Maintenance									

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Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
8131									
Check	08/31/2019	10528	Fort Bragg Diesel Inc	Invoice No. 32...	District		District Checking	204.06	204.06
Total 8131								204.06	204.06
8132									
Check	10/23/2019	10557	Fort Bragg Diesel Inc	Invoice No. 32...	District		District Checking	2,779.19	2,779.19
Total 8132								2,779.19	2,779.19
8162									
Check	10/01/2019	10544	Fort Bragg Diesel Inc	Invoice No. 32...	District		District Checking	317.91	317.91
Check	10/01/2019	10544	Fort Bragg Diesel Inc	Invoice 32304	District		District Checking	2,109.59	2,427.50
Total 8162								2,427.50	2,427.50
8163									
Check	09/27/2019	10542	Francis Enos Fire Pu...	Diagnostic 8163	District		District Checking	82.50	82.50
Total 8163								82.50	82.50
8180									
Check	09/27/2019	10542	Francis Enos Fire Pu...	Diagnostic 8180	District		District Checking	82.50	82.50
Total 8180								82.50	82.50
8181									
Check	07/25/2019	10506	Fort Bragg Diesel Inc	Invoice No's: 3...	District		District Checking	416.76	416.76
Total 8181								416.76	416.76
Vehicle Maintenance - Other									
Check	09/27/2019	10542	Francis Enos Fire Pu...	Pump Testing	District		District Checking	1,600.00	1,600.00
Total Vehicle Maintenance - Other								1,600.00	1,600.00
Total Vehicle Maintenance								7,592.51	7,592.51
Total 86-2120 · MAINTENANCE EQUIPMENT								12,017.26	12,017.26
86-2140 · MEDICAL, LAB SUPPLIES									
Gasses									
Eureka Oxygen									
Check	07/27/2019	10515	Eureka Oxygen Co	Invoice DM008...	District		District Checking	125.00	125.00
Check	08/31/2019	10520	Eureka Oxygen Co	Invoice 00803...	District		District Checking	131.48	256.48
Check	08/31/2019		Eureka Oxygen Co				Fire Department...	0.00	256.48
Check	08/31/2019	10529	Thompson's PortaSe...	Invoice 8614 A...	District		District Checking	227.88	484.36
Check	09/18/2019	10539	Eureka Oxygen Co	Invoice No. D...	District		District Checking	131.48	615.84
Check	10/23/2019	10553	Eureka Oxygen Co	Invoice No's U...	District		District Checking	377.50	993.34
Total Eureka Oxygen								993.34	993.34
Total Gasses								993.34	993.34
Total 86-2140 · MEDICAL, LAB SUPPLIES								993.34	993.34
86-2150 · MEMBERSHIPS									
Check	09/16/2019	10534	Umpqua Bank	California Stat...	District		District Checking	82.50	82.50
Check	10/22/2019	10549	California Special Dis...	Dues 2020 - M...	District		District Checking	1,200.00	1,282.50
Total 86-2150 · MEMBERSHIPS								1,282.50	1,282.50
86-2170 · DISTRICT OFFICE SUPPLIE									
Classified Ad									
Check	07/25/2019	10509	Fort Bragg Advocate-...	Classified ad t...	District		District Checking	489.00	489.00
Total Classified Ad								489.00	489.00
Publications									
Check	08/31/2019	10521	Umpqua Bank	Paypal - Contr...	District		District Checking	270.00	270.00
Total Publications								270.00	270.00
late fee									
Check	09/16/2019	10534	Umpqua Bank	Late Fee	District		District Checking	35.00	35.00
Total late fee								35.00	35.00
Paper, Ink, Materials									
Check	08/31/2019	10525	Wendy Meyer	Reimbursemen...	District		District Checking	11.67	11.67
Check	08/31/2019	10527	Office Depot	Invoice 36180...	District		District Checking	152.07	163.74
Check	09/16/2019	10534	Umpqua Bank	Labels for New...	District		District Checking	12.71	176.45
Check	09/18/2019	10540	Office Depot	Invoice 37228...	District		District Checking	33.10	209.55
Check	10/01/2019	10546	Office Depot	Invoice 37228...	District		District Checking	9.04	218.59
Total Paper, Ink, Materials								218.59	218.59
Postage									
Check	09/16/2019	10534	Umpqua Bank	Certified mail f...	District		District Checking	4.95	4.95
Check	09/16/2019	10534	Umpqua Bank	Post Office Bo...	District		District Checking	56.00	60.95
Check	09/16/2019	10534	Umpqua Bank	Postage for Ne...	District		District Checking	150.72	211.67
Check	09/16/2019	10534	Umpqua Bank	Postage for Ne...	District		District Checking	106.78	318.45
Check	10/22/2019	10551	Umpqua Bank	86-2170 Stamps	District		District Checking	55.00	373.45
Total Postage								373.45	373.45

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Printing & Copying Services									
Check	07/25/2019	10502	The Color Mill	30 Map Books	District		District Checking	713.35	713.35
Check	08/31/2019	10521	Umpqua Bank	Color Mill Incid...	District		District Checking	32.66	746.01
Check	09/16/2019	10534	Umpqua Bank	Newsletter Pri...	District		District Checking	759.38	1,505.39
Total Printing & Copying Services								1,505.39	1,505.39
Software									
Check	09/16/2019	10534	Umpqua Bank	Renewal of Ad...	District		District Checking	179.88	179.88
Check	09/16/2019	10534	Umpqua Bank	Microsoft Offic...	District		District Checking	99.00	278.88
Total Software								278.88	278.88
86-2170 · DISTRICT OFFICE SUPPLIE - Other									
Check	09/16/2019	10534	Umpqua Bank	Audible	District		District Checking	14.95	14.95
Check	10/22/2019	10551	Umpqua Bank	86-2170 Dropp...	District		District Checking	11.99	26.94
Total 86-2170 · DISTRICT OFFICE SUPPLIE - Other								26.94	26.94
Total 86-2170 · DISTRICT OFFICE SUPPLIE								3,197.25	3,197.25
86-2181 · AUDITING & FISCAL SERVI									
Bi-Annual Independent Audit									
Check	10/01/2019	10543	Pehling & Pehling	Balance due fo...	District		District Checking	2,200.00	2,200.00
Total Bi-Annual Independent Audit								2,200.00	2,200.00
Bookkeeping Services									
Check	08/31/2019	10517	Rachel Miller Bookke...	Invoice 1705 d...	District		District Checking	250.00	250.00
Check	08/31/2019	10517	Rachel Miller Bookke...	Invoice 1721 d...	District		District Checking	62.50	312.50
Total Bookkeeping Services								312.50	312.50
Total 86-2181 · AUDITING & FISCAL SERVI								2,512.50	2,512.50
86-2187 · EDUCATION & TRAINING									
Food									
Check	07/25/2019	10504	Debbi Wolfe	Reimbursemen...	District		District Checking	146.70	146.70
Check	08/31/2019	10521	Umpqua Bank	Good Life Cafe	District		District Checking	18.02	164.72
Total Food								164.72	164.72
EMT									
Check	10/01/2019	10545	Leslie Hrbacek	Reimbursemen...	District		District Checking	234.00	234.00
Check	10/01/2019	10547	Shaun Lindeblad	Reimbursemen...	District		District Checking	80.00	314.00
Total EMT								314.00	314.00
MEALS & FUEL REIMBURSEMENT									
Check	09/16/2019	10534	Umpqua Bank	Chevron	District		District Checking	35.19	35.19
Check	09/16/2019	10534	Umpqua Bank	Chevron	District		District Checking	48.64	83.83
Total MEALS & FUEL REIMBURSEMENT								83.83	83.83
86-2187 · EDUCATION & TRAINING - Other									
Check	08/31/2019	10518	Sheila Klopper	Reimbursemen...	District		District Checking	60.02	60.02
Check	08/31/2019	10523	Barbara Schneider	Reimbursemen...	District		District Checking	60.02	120.04
Check	09/16/2019	10534	Umpqua Bank	Best Western ...	District		District Checking	35.46	155.50
Check	09/16/2019	10534	Umpqua Bank	Best Western ...	District		District Checking	48.74	204.24
Check	09/16/2019	10534	Umpqua Bank	Best Western ...	District		District Checking	737.57	941.81
Total 86-2187 · EDUCATION & TRAINING - Other								941.81	941.81
Total 86-2187 · EDUCATION & TRAINING								1,504.36	1,504.36
86-2189 · PROFESIONAL & SPECIAL SERVICES									
District Counsel Services									
Check	07/25/2019	10507	Atkinson, Andelson, L...	Invoice 57305...	District		District Checking	675.00	675.00
Total District Counsel Services								675.00	675.00
86-2189 · PROFESIONAL & SPECIAL SERVICES - Other									
Check	08/31/2019	10519	Adair, Potswald & He...	Invoice U42095	District		District Checking	168.40	168.40
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES - Other								168.40	168.40
Total 86-2189 · PROFESIONAL & SPECIAL SERVICES								843.40	843.40
86-2200 · RENT - LEASE EQUIPMENT									
8130 Lease Purchase									
Interest 8130									
Check	10/01/2019	10548	Santa Cruz County B...	Account No. 9...	District		District Checking	2,649.84	2,649.84
Total Interest 8130								2,649.84	2,649.84
Principal 8130									
Check	10/01/2019	10548	Santa Cruz County B...	Account No. 9...	District		District Checking	4,868.17	4,868.17
Total Principal 8130								4,868.17	4,868.17
Total 8130 Lease Purchase								7,518.01	7,518.01
8181 8191 Lease Purchase									
Interest 8181 8191									
Check	07/25/2019	10511	Santa Cruz County B...	Account No. 9...	District		District Checking	6,067.51	6,067.51

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Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	10/22/2019	10550	Santa Cruz County B...	Account No. 9...	District		District Checking	6,001.90	12,069.41
Total Interest 8181 8191								12,069.41	12,069.41
Principal 8181 8191									
Check	07/25/2019	10511	Santa Cruz County B...	Account No. 9...	District		District Checking	6,432.49	6,432.49
Check	10/22/2019	10550	Santa Cruz County B...	Account No. 9...	District		District Checking	6,498.10	12,930.59
Total Principal 8181 8191								12,930.59	12,930.59
Total 8181 8191 Lease Purchase								25,000.00	25,000.00
Total 86-2200 · RENT- LEASE EQUIPMENT								32,518.01	32,518.01
86-2220 · SMALL TOOLS & SUPPLIES									
Check	09/16/2019	10535	RHOADS AUTO PAR...	Ref: 082519 A...	District		District Checking	14.48	14.48
Check	09/16/2019	10536	Rossi's Building Mate...	Supplies, Refe...	District		District Checking	311.66	326.14
Total 86-2220 · SMALL TOOLS & SUPPLIES								326.14	326.14
86-2250 · TRANSPORTATION & TRAVEL									
FLEET FUEL									
CREDIT CARD CHARGE									
Check	09/16/2019	10534	Umpqua Bank	Albion Grocery...	District		District Checking	30.60	30.60
Check	09/16/2019	10534	Umpqua Bank	Chevron	District		District Checking	27.80	58.40
Check	09/16/2019	10534	Umpqua Bank	Albion Grocery...	District		District Checking	18.33	76.73
Check	09/16/2019	10534	Umpqua Bank	Chevron	District		District Checking	21.78	98.51
Check	09/16/2019	10534	Umpqua Bank	Exxon/Mobile	District		District Checking	38.52	137.03
Check	09/16/2019	10534	Umpqua Bank	Hare Creek Nu...	District		District Checking	38.62	175.65
Check	09/16/2019	10534	Umpqua Bank	Exxon/Mobile	District		District Checking	44.85	220.50
Check	09/16/2019	10534	Umpqua Bank	Albion Grocery...	District		District Checking	42.70	263.20
Check	10/22/2019	10551	Umpqua Bank	86-2250 Fleet ...	District		District Checking	411.67	674.87
Total CREDIT CARD CHARGE								674.87	674.87
Bulk Fuel Delivery									
Check	07/27/2019	10514	Redwood Coast Fuels	Invoice 1133114	District		District Checking	470.54	470.54
Check	08/31/2019	10522	Redwood Coast Fuels	Invoice 1133591	District		District Checking	587.89	1,058.43
Check	09/16/2019	10533	Redwood Coast Fuels	Invoice 1134025	District		District Checking	244.65	1,303.08
Total Bulk Fuel Delivery								1,303.08	1,303.08
FLEET FUEL - Other									
Check	08/31/2019	10521	Umpqua Bank	Albion Grocery...	District		District Checking	101.80	101.80
Check	08/31/2019	10521	Umpqua Bank	Albion Grocery...	District		District Checking	88.70	190.50
Check	08/31/2019	10521	Umpqua Bank	Nor Cal Gasoli...	District		District Checking	26.60	217.10
Total FLEET FUEL - Other								217.10	217.10
Total FLEET FUEL								2,195.05	2,195.05
86-2250 · TRANSPORTATION & TRAVEL - Other									
Check	09/16/2019	10534	Umpqua Bank	Chevron	District		District Checking	27.94	27.94
Total 86-2250 · TRANSPORTATION & TRAVEL - Other								27.94	27.94
Total 86-2250 · TRANSPORTATION & TRAVEL								2,222.99	2,222.99
86-2260 · UTILITIES									
Albion Water District									
Check	07/25/2019	10500	Albion Mutual Water ...	Invoice 1920-1...	District		District Checking	135.00	135.00
Total Albion Water District								135.00	135.00
PG&E									
Check	07/16/2019	ACH	PG&E	July 2019 Invoi...	District		District Checking	151.35	151.35
Check	08/16/2019	ACH	PG&E	0210095100-9	District		District Checking	167.69	319.04
Check	09/18/2019	ACH	PG&E	0210095100-9	District		District Checking	158.64	477.68
Check	10/17/2019	ACH	PG&E	0210095100-9	District		District Checking	150.26	627.94
Total PG&E								627.94	627.94
Suburban Propane									
Check	08/31/2019	10524	Suburban Propane	Account No. 1...	District		District Checking	372.43	372.43
Total Suburban Propane								372.43	372.43
Thompson Septic Service									
Check	07/25/2019	10503	Thompson's PortaSe...	Invoice 8395	District		District Checking	227.88	227.88
Check	10/23/2019	10556	Thompson's PortaSe...	Invoice No's 8...	District		District Checking	455.76	683.64
Total Thompson Septic Service								683.64	683.64
Waste Management									
Check	07/23/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	27.90
Check	08/21/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	55.80
Check	09/24/2019	ACH	Waste Management	799-0001196-...	District		District Checking	27.90	83.70
Check	10/22/2019	ACH	Waste Management	799-0001196-...	District		District Checking	70.68	154.38
Total Waste Management								154.38	154.38
Total 86-2260 · UTILITIES								1,973.39	1,973.39
86-3113 · PAYMENTS TO GOVT AGENCIES									
COUNTY ASSESSOR-TAX ASSESSMENT									

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Albion Little River Fire Protection District Revenue & Expense Detail July through October 2019

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11/13/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Cir	Split	Amount	Balance
Check	07/25/2019	10510	MENDOCINO COUN...	Invoice 2028 - ...	District		District Checking	467.15	467.15
Total COUNTY ASSESSOR-TAX ASSESSMENT								467.15	467.15
86-3113 · PAYMENTS TO GOVT AGENCIES - Other									
Deposit	09/02/2019	04309...	County Of Mendocino	SA Fees	Public Tax...		Public Tax Acco...	240.19	240.19
Total 86-3113 · PAYMENTS TO GOVT AGENCIES - Other								240.19	240.19
Total 86-3113 · PAYMENTS TO GOVT AGENCIES								707.34	707.34
86-4370 · EQUIPMENT (PURCHASE)									
Firefighting Equipment									
Check	09/16/2019	10534	Umpqua Bank	Wal Mart	District		District Checking	85.51	85.51
Total Firefighting Equipment								85.51	85.51
Medical Equipment									
Check	09/18/2019	10538	Cardiac Science Corp...	Powerheart G5...	District		District Checking	12,255.49	12,255.49
Check	09/27/2019	10541	LIFE ASSIST	Invoice 92329...	District		District Checking	5,550.66	17,806.15
Total Medical Equipment								17,806.15	17,806.15
Vehicles									
Check	08/31/2019	10526	L.N Curtis & Sons	TC Strut Truck...	District		District Checking	5,906.04	5,906.04
Total Vehicles								5,906.04	5,906.04
86-4370 · EQUIPMENT (PURCHASE) - Other									
Check	07/25/2019	10505	Village Hardware	Acct #113 Ref...	District		District Checking	66.33	66.33
Check	07/27/2019	10513	RHOADS AUTO PAR...	Battery	District		District Checking	295.17	361.50
Check	08/31/2019	10521	Umpqua Bank	Amazon (Rees)	District		District Checking	43.60	405.10
Check	10/22/2019	10551	Umpqua Bank	86-4370	District		District Checking	94.89	499.99
Total 86-4370 · EQUIPMENT (PURCHASE) - Other								499.99	499.99
Total 86-4370 · EQUIPMENT (PURCHASE)								24,297.69	24,297.69
Total Expense								118,983.86	118,983.86
Net Income								-61,188.34	-61,188.34

Albion Little River Fire Protection District Donations Revenue & Expense Detail July through October 2019

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11/13/19

Accrual Basis

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
Income									
82-7705 · Donations									
BBQ									
Deposit	07/15/2019	3256	Laurel A. Ellen/Joann...	2019 Barbeque	FD Donati...		Fire Department...	9.00	9.00
Deposit	07/15/2019	1080	Sharon Hansen	2019 Barbeque	FD Donati...		Fire Department...	150.00	159.00
Deposit	07/15/2019	3584	James D. Brown	2019 Barbeque	FD Donati...		Fire Department...	200.00	359.00
Deposit	07/15/2019	3333	Lavery Murray	2019 Barbeque	FD Donati...		Fire Department...	300.00	659.00
Deposit	07/15/2019		Albion-Little River Fir...	Deposit	FD Donati...		Fire Department...	466.00	1,125.00
Deposit	07/15/2019		Carolyn Latkin	Deposit	FD Donati...		Fire Department...	50.00	1,175.00
Total BBQ								1,175.00	1,175.00
Business									
Deposit	08/06/2019	188719	Albion-Little River Fir...	CRV Proceeds			Fire Department...	58.62	58.62
Deposit	09/03/2019	189168	Albion-Little River Fir...	Fort Bragg Wa...	FD Donati...		Fire Department...	107.23	165.85
Deposit	09/03/2019	188918	Albion-Little River Fir...	Fort Bragg Wa...	FD Donati...		Fire Department...	57.32	223.17
Deposit	09/09/2019	189727	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	62.77	285.94
Deposit	09/18/2019	297	Albion-Little River Fir...	Barbeque Proc...	FD Donati...		Fire Department...	10,468.47	10,754.41
Deposit	09/18/2019	3938	Turner's Appliance	Deposit			Fire Department...	50.00	10,804.41
Deposit	10/01/2019	190092	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	32.29	10,836.70
Deposit	10/01/2019	190547	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	62.40	10,899.10
Deposit	10/01/2019	190772	Albion-Little River Fir...	CRV Proceeds...	FD Donati...		Fire Department...	46.59	10,945.69
Deposit	10/22/2019	191267	Albion-Little River Fir...	CRV Donation ...	FD Donati...		Fire Department...	72.57	11,018.26
Deposit	10/22/2019	190904	Albion-Little River Fir...	CRV Donation ...	FD Donati...		Fire Department...	76.56	11,094.82
Total Business								11,094.82	11,094.82
Individual									
Deposit	07/01/2019	3438	John & G.C. McSheff...	Deposit	FD Donati...		Fire Department...	500.00	500.00
Deposit	07/15/2019	4771	Robert & Vicki Bruce	Deposit	FD Donati...		Fire Department...	75.00	575.00
Deposit	07/15/2019	3297	Robert & Dorothy Ayres	Deposit	FD Donati...		Fire Department...	50.00	625.00
Deposit	07/15/2019	00009...	JEANNETTE RASKER	Deposit	FD Donati...		Fire Department...	35.00	660.00
Deposit	07/24/2019		Albion-Little River Fir...	Collection from...			Fire Department...	87.16	747.16
Deposit	07/24/2019	188312	Albion-Little River Fir...	CRV Collection			Fire Department...	44.69	791.85
Deposit	08/06/2019	00009...	Albion-Little River Fir...	Rasker Donation			Fire Department...	35.00	826.85
Deposit	09/03/2019	1191	William and Karen Le...	Deposit	FD Donati...		Fire Department...	50.00	876.85
Deposit	09/03/2019	4665	Melissa Hayes & Nan...	Deposit	FD Donati...		Fire Department...	20.00	896.85
Deposit	09/09/2019	2574	Esther L. Koch	Donation	FD Donati...		Fire Department...	250.00	1,146.85
Deposit	09/18/2019	25443...	Gwen Lowery	Deposit			Fire Department...	50.00	1,196.85
Deposit	09/18/2019	9252	Susan Joyce Hofberg	Deposit			Fire Department...	100.00	1,296.85
Deposit	10/22/2019	25490...	Gwen Lowery	Monthly donati...	FD Donati...		Fire Department...	50.00	1,346.85
Total Individual								1,346.85	1,346.85
82-7705 · Donations - Other									
Deposit	07/15/2019	187800	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	91.08	91.08
Deposit	07/15/2019	187754	Albion-Little River Fir...	CRV Proceeds	FD Donati...		Fire Department...	66.19	157.27
Deposit	07/24/2019	11588	Community Foundation	Annual Estate ...			Fire Department...	8,090.89	8,248.16
Total 82-7705 · Donations - Other								8,248.16	8,248.16
Total 82-7705 · Donations								21,864.83	21,864.83
Total Income								21,864.83	21,864.83
Gross Profit								21,864.83	21,864.83
Expense									
BBQ									
FOOD									
Check	08/31/2019	10521	Umpqua Bank	Additional Wat...	District		District Checking	23.40	23.40
Total FOOD								23.40	23.40
Total BBQ								23.40	23.40
Total Expense								23.40	23.40
Net Income								21,841.43	21,841.43

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Albion Little River Fire Protection District

Building Fund Register

As of October 31, 2019

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11/13/19

Accrual Basis

Type	Date	Num	Name	Memo	Split	Amount	Balance
Building Fund - Checking							10,609.98
Deposit	07/31/2019			Interest	82-4100 · INTE...	0.45	10,610.43
Deposit	08/31/2019			Interest	82-4100 · INTE...	0.45	10,610.88
Deposit	09/30/2019			Interest	82-4100 · INTE...	0.44	10,611.32
Deposit	10/31/2019			Interest	82-4100 · INTE...	0.45	10,611.77
Total Building Fund - Checking						1.79	10,611.77
TOTAL						1.79	10,611.77



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Albion Little River
Fire Protection District
Chief's Report

11/15/2019
Michael Rees
Fire Chief

Operations

- Incidents
- Unavailable at time of report

Maintenance

- Nothing to report

Prevention

- Community Meeting scheduled for 12/10/2019 7:00pm Albion School
 - Identify major issues and hazards in the community
 - Fire Safe Council
 - Evacuation plan
 - shelters
 - compile local resources list
- The idea is to get the community to organize these efforts with the Fire Department to assist.

Recruitment and Retention

- Committee is organizing the Community meeting
- Continuing Department assessment

Personnel

- We have 4 new probationary firefighters
- Andrea Pennebaker has submitted her resignation

Apparatus Report

The Zodiac rescue boat with motor and EZ loader trailer was sold to Derek Wood.

The boat has been removed from station 810.

**Albion Little River Fire Protection District**

November 11, 2019

Dear Supervisors,

I am the President of the Albion-Little River Fire Protection District Board. Like all other small volunteer districts we find ourselves having to do ever more with less resources. The state mandates increasing training requirements with no additional funding to meet them. We have just lost a court case about taxing MRC timberlands on the grounds that they are not part of the District for tax purposes although we have to fight fires and answer medical calls on their now exempt property (a loss of \$30,000 yearly.) We are now going to have to retire serviceable vehicles to meet new emission standards and the list goes on.

The proposed TOT tax will harm no entity in our District while providing essential funding for the services we work to provide the communities we serve for free. It is a rare opportunity to fund our operations without adding to the burden already on our taxpayers. In addition many of our calls are to help visitors who get into accidents on 128 or suffer medical emergencies while at our inns.

For all these reasons I urge you to vote yes on this proposed fair and essential tax.

Yours,

Chuck Greenberg
President, ALRFPD

J O B D E S C R I P T I O N

Albion Little River Fire Protection District (ALRFPD) Fire Chief

Position: Fire Chief for the ALRFPD
Pay: Salary as negotiated by contract (exempt position)
Supervisor: ALRFPD Board of Directors

A. Qualifications

1. Education Requirements

- a. High school diploma or GED, and
- b. Associate of Arts degree from a two-year college in fire science or related field with course work in administration or management.

Any satisfactory equivalent combination of education, experience and training that ensures the ability to perform the job duties of the position may substitute for the above.

2. Experience Requirements

- a. At least five years of experience in a fire department including at least two years of experience as an officer with supervisory duties.

3. Training/Certifications

- a. EMT-1 certification or higher

4. Required skills include but are not limited to:

- a. High degree of competence in modern fire-fighting methods, principles, practices and procedures, and fire prevention laws and ordinances;
- b. Basic mechanical ability to effectively utilize all fire-fighting equipment;
- c. Ability to train others in basic firefighting methods, principles, practices and procedures;
- d. Ability to create well-written and concise records and reports required for the administration of a modern, rural fire department, and for fundraising or grant writing,
- e. Successfully implement the principles of supervision, organization, and administration of volunteer department, including emergency medical services;
- f. Analyze the department's effectiveness; facilitate its development considering

- g. changing conditions in the district, the profession and other EMS services; Recruit and maintain volunteers and staff; plan, assign, supervise and review the work of subordinate officers and staff directly, and volunteers either directly or through responsible subordinate officers;
- h. Provide annual written evaluations for subordinate officers and review performance of volunteer fire fighters annually;
- i. Plan, develop, supervise and evaluate fire suppression and prevention activities and programs;
- j. Effectively direct the operations of personnel and equipment under emergency conditions;
- k. Communicate and work effectively with other agencies, officials, funding sources, volunteers, subordinate officers, staff, the ALRVFD Board and the public;
- l. Ability to create, analyze and maintain an annual budget;
- m. Use of good judgment at all time;

Other Requirements:

- a. Response time from home to the ALRFPD Fire House #810 must not exceed 20 minutes;
- b. Possess a valid California driver's license with approval to drive all department trucks
- c. Maintain a standard of personal conduct (on and off-duty) which reflects positively on the fire department and district.

Job Duties

1. Successfully and competently operate the fire department in accordance with the policies and guidelines as prescribed by relevant laws, regulations, industry standards for a rural fire department, and as directed by the ALRFPD Board;
2. Respond to fire emergencies in a timely manner and suppress or extinguish them as efficiently and effectively as practicable; respond to other emergencies as needed.
3. Prioritize firefighter safety in trainings and when responding to an emergency;
4. Conduct fire inspections as required by State law and the ALRFPD;
5. Receive on-going training to maintain high degree of competence in modern fire-fighting methods, principles, practices and procedures, professional development, and fire prevention laws and ordinances;
6. Recruit, and maintain, in good morale, a base of competent volunteers, subordinate

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officers, and staff, to respond to fires and emergency services and assist in the management of the department;

7. Ensure adequate training of volunteers by developing and implementing training in basic firefighting methods, principles, practices and procedures, equipment and safety;
8. Keep up-to-date volunteer and officer training and personnel records, and relevant department records;
9. Ensure maintenance of all apparatus, fire stations, and fire-fighting equipment by developing and maintaining maintenance schedules for all fire fighting apparatus, sites and equipment; also identify and recommend new equipment needs for the department;
10. Create well-written and concise records and reports required for the department's administration for fundraising, grant writing, public relations, the board and/or public presentation;
11. Create and maintain a current inventory of all department equipment and apparatus;
12. Attend volunteer trainings, Officers Meetings, ALRFPD Board meetings and any other meetings as assigned;
13. Create, analyze and maintain an annual budget for the department, and comply with budget procedures as defined by the ALRFPD Board;
14. Effectively communicate and work cooperatively with the ALRFPD Board, its employees, department volunteers, subordinate officers, other fire departments, local and other EMS agencies, and the public;
15. Effectively direct the operations of personnel and equipment under emergency conditions using good judgment;
16. Maintain high standards of personal deportment on and off-duty to be a positive role model in the community and reflect positively on ALRFPD;
17. Maintain as regular a work schedule as possible, and when appropriate delegate job duties as needed to competent subordinate officers;
18. Plan., develop, evaluate and present public events to promote: fire safety, prevention and suppression, volunteer recruitment, and positive public relations within the District;
19. Notify the ALRFPD Board immediately of any potential legal, safety, or conflict of interest issues and participate in any investigation authorized by the ALRFPD Board;
20. Perform other duties as assigned by the ALRFPD Board of Directors

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21. Responsible for the implementation of the IIPP, coordination of safety committee, safety programs and training and shall assume the position of department safety officer and shall delegate this responsibility in emergency operations as needed.

EMPLOYMENT AGREEMENT

Fire Chief

Albion Little River Fire Protection District

This Employment Agreement (“Agreement”) is effective November 1, 2019 through August 31, 2020, by and between the Albion Little River Fire Protection District (ALRFPD) and Michael Rees (Rees), (collectively “the parties”).

A. ALRFPD is engaged in the business of governing the Albion Little River Volunteer Fire Department. Rees will primarily perform appropriate Fire Chief job duties for ALRFPD.

B. ALRFPD desires to have the services of Rees.

C. Rees is willing to be employed by ALRFPD.

Therefore, the parties agree as follows:

1. EMPLOYMENT. ALRFPD shall employ Rees as the Fire Chief. Rees shall provide to ALRFPD the services described on the attached Exhibit A (“Job Description”) which is made a part of this agreement by this reference. Rees accepts and agrees to such employment, and agrees to be subject to the general supervision, advice and direction of the ALRFPD Board of Directors. Rees shall also perform (i) such other duties as are customarily performed by an employee in similar positions, and (ii) such other and unrelated services and duties as may be assigned to Rees by ALRFPD.

2. EXEMPT POSITION. The position of fire chief entails the use of independent judgment and supervision of staff and volunteers. Therefore, Rees is exempt from overtime provisions of state and federal law. As a management employee, Rees does not earn or accrue overtime or compensatory time off. The Fire Chief is a full-time position. Rees acknowledges that extraordinary time will be devoted for emergency responses, trainings, coordination with other agencies, community relations, and ALRFPD meetings.

3. BEST EFFORTS OF EMPLOYEE. Rees agrees to perform faithfully, industriously, and to the best of his ability, experience, and talents, all of the duties that may be required by the express and implicit terms of their Agreement, to the reasonable satisfaction of the ALRFPD.

4. COMPENSATION. Pending the formal development of this contract, Rees was paid \$5000 as part of ALRFPD good faith efforts to enter into this employment contract. This contract will be effective from November 1, 2019 to August 31, 2020. As compensation for the services provided by Rees under this Agreement, Rees will be paid a base salary at a monthly rate of \$2500 for the duration of this contract. As a total of \$33,000 is available for the duration of this contract, the remuneration may be amended should the remaining funds become available for this purpose. Depending on a performance review at the end of ALRFPD fiscal year, the annual salary may be increased.

5 BENEFITS. As funds may become available, Rees may shall be entitled to employment benefits, such as vacation pay, sick leave, health insurance, and retirement. ALRFPD will provide the Fire Chief

with a vehicle to be used for department business. The Fire Chief may use the vehicle for personal use only within Mendocino County, in order for response time to any emergency be as quick as possible.

6. STRIKE TEAM. Rees is permitted to participate in strike team assignments and collect his full normal salary and strike team pay for the period of deployment. The decision to go on strike team assignments must be made in the best interests of the Fire District.

7. EXPENSE REIMBURSEMENT. ALRFPD will reimburse Rees for “out-of-pocket” expenses incurred by him for the benefit of ALRFPD, in accordance with ALRFPD policies. Rees may also be reimbursed for reasonable travel expenses for occasions when Rees is out-of-district for district business and/or training. Rees will also be reimbursed for work boots and uniform expenses.

8. RECOMMENDATIONS FOR IMPROVING OPERATIONS. Rees shall provide ALRFPD with all information, suggestions, and recommendations of which Rees has knowledge that will be of benefit to ALRFPD.

9. PERFORMANCE EVALUATION. ALRFPD shall conduct an annual performance evaluation of Rees. The performance review shall be in writing and shall be placed in Rees’s confidential personnel file. The ALRFPD Board, fire department staff and volunteers, interested community members, and other related community agencies will provide input for the Fire Chief’s annual performance evaluation.

10. PROBLEM-RESOLUTION. The ALRFPD expects that as Fire Chief, Rees will act in a professional manner and not use a public forum for complaints, problem solving of confidential, internal conflicts regarding the ALRFPD, personnel or departmental complaints, problems or issues. Rees will communicate directly with the ALRFPD Board of Directors regarding any area of concern. This provision is not intended to interfere with Rees’s free speech rights but is limited to confidential, internal, department conflicts.

11. COMPLIANCE WITH EMPLOYER’S RULES AND PROFESSIONAL STANDARDS. Rees agrees to comply with all of the rules and regulations of the ALRFPD and relevant public laws or regulations relating to his position and its duties.

12. SUSPENSION. ALRFPD may suspend Rees with pay, in response to any complaint that is legally required to be investigated (e.g., sexual harassment) or that the majority of the ALRFPD Board votes should be investigated. The ALRFPD may suspend Rees without pay as a result of disciplinary action.

13. TERM/TERMINATION. The parties will work in good faith to ensure that this Employment Agreement continues through its full term to August 31, 2020. However, ALRFPD reserves the right to terminate this Agreement on the following bases:

a. For Cause Termination by Majority Approval of ALRFPD Board. The District may terminate this Agreement with or without notice “for-cause”. This Agreement can be terminated “for-cause” if Rees violates the terms of this Agreement, or does not perform the job duties as described in Exhibit A, or is convicted of any state or federal violation, whether related to his position or not, in or out of District, that would “seriously jeopardize” the integrity and reputation of the ALRFPD. Examples of crimes that would seriously jeopardize the Department’s integrity and reputation include, but are not limited to: arson, distribution of illegal drugs, sexual assault, stalking, violent crimes, or DUIs. Termination “for-cause” must be approved by a simple majority of the ALRFPD Board of Directors.

b. Without-Cause Termination by Super-Majority Approval of ALRFPD Board. The District may terminate this Agreement “without-cause” due to emergency circumstances. Termination of this Agree “without-cause” must be approved by a 4/5th vote of the Board of Directors.

c. No Severance Pay. There will be no severance pay to Rees under any circumstances.

d. Rees Resigns With Notice. ALRVFD cannot legally require Rees to provide any specific notice of his intent to terminate this Agreement. However, in exchange for the ALRFPD’s promise to work in good faith to effectuate this Agreement through its full term, and the procedural protections stated above, the ALRFPD Board requests that Rees provide at least 90 days notice of his intent to resign or to terminate this Agreement.

14. RETURN OF PROPERTY. Upon termination of this Agreement, Rees shall as soon as practicable deliver to ALRFPD all property which is ALRFPD’s property or related, including keys, records, notes, data, memoranda, vehicle, and equipment that are in Rees’s possession or under Rees’s control.

15. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties. This Agreement supersedes any prior written, oral contracts/agreements, or practices between Rees and ALRFPD.

16. AMENDMENT. This Agreement may be modified or amended, if the amendment is made in writing and is signed by both parties with the ALRFPD Board’s approval.

17. SEVERABILITY. If any provisions of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid or enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

18. WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party’s right to subsequently enforce and compel strict compliance with every provision of this Agreement.

19. APPLICABLE LAW. This Agreement shall be governed by the laws of the State of California.

EMPLOYER: Albion Little River Fire Protection District

By: _____

Date: _____

Lee Welty, Treasurer

On behalf of the ALRFPD Board of Directors



AGREED TO AND ACCEPTED.

EMPLOYEE: Michael Rees

_____ **Date:** _____

Enclosure: Attachment "A" Fire Chief Job Description