



# HIGGINS AREA FIRE PROTECTION DISTRICT

10106 Combie Road Auburn, CA. 95602

Phone: 530-269-2488 – 268-0844

## BOARD of DIRECTORS

**RICHARD THICKENS**  
Chairman

**MARTY MAIN**  
Vice-Chair

**CHUCK SUSZKO**  
Treasurer

**BRUCE JONES**  
Director

**JANICE BUSCHMANN**  
Director

## MINUTES

### Meeting of the Board of Directors

Wednesday, November 19, 2025, to take place at 7:00PM in the District Offices

10106 Combie Road, Auburn, CA.

### 1. STANDING ORDERS

Call to Order 7:01PM, Pledge of Allegiance, Roll Call

Staff: Captain Albrecht and FF Schaefer, Engineer Kramer and FF Morgan

### 2. CONSENT CALENDAR

A. APPROVAL OF MINUTES

September 17, 2025 - NO Meeting in October 2025

B. FINANCIAL REPORTS

September 2025 and October 2025

**Suszko/Main 5/5**

### 3. REPORTS/INFORMATION ITEMS – WIL BE COVERED VERBALLY UNLESS OTHERWISE NOTED

A. CHIEF'S REPORT

F. FISCAL COMMITTEE – AD HOC - NTR

B. INCIDENT SUMMARY REPORT

G. STRATEGIC PLANNING – STANDING: Mtng in Jan

C. PREVENTION/PLANNING REPORT - NTR

H. COORESPONDANCE - None

D. LOCAL 3800 REPORT - NTR

E. J.P.A. REPORT- Considering disbanding

### 4. PUBLIC COMMENT ON MATTERS NOT ON AGENDA - NA

*PLEASE SEE FOOTNOTES FOR RULES REGARDING PUBLIC COMMENT*

### 5. PERSONELL

Seasonals laid off, two probationary employees did not pass probation. Back filling with PCFs. Internal testing scheduled for 2025-12-12.

### 6. CLOSED SESSION – Closed at 7:18 PM and Reopened at 7:25 PM

*CLOSED Session may be called by the Chairman of the Board if Personnel discussions warrant it (GOVT. CODE SECTION 54957)*

### 7. NEW BUSINESS

**A. RESOLUTION 25-26-05 APPROVING MOU AGREEMENT WITH FIRE CHIEF**

**Suszko/Main 5/5**

**B. RESOLUTION 25-26-06 APPROVING MOU AGREEMENT WITH BUSINESS MANAGER**

**Main/Jones 5/5**

**C. RESOLUTION 25-26-07 APPROVING MOU AGREEMENT WITH 3800**

**Jones/Buschmann 5/5**

**D. RESOLUTION 25-26-08 ACCEPTING PAY CHART FOR 2026 AND 2027 FOR 3800 ONLY  
Buschmann/Jones 5/5**

**E. LOGO INTRODUCTION**

*(Discussion)*

**8. ANNOUNCEMENTS / GOOD OF THE ORDER**

*(Discussion)*

**9. ADJOURNMENT – 7:38 PM Nothing further was discussed**

*(Discussion/Action)*

PUBLIC COMMENT: The opportunity of the public to be heard on an item on the agenda shall be provided during the consideration of that item (Govt. Code Section 54954.3) prior to any Board action. The public may address items not on the agenda that are of interest to the public and are within the subject matter jurisdiction of the Board during the Public Comment period. While the Board may "briefly respond" to comments or questions from the public, no action may be taken on an item not on the agenda in compliance with Govt. Code Section 54954.3(a) The Chair may limit public comment during the public comment period or public hearing to no more than five minutes per individual. REGULAR MEETINGS are scheduled the 3rd Wednesday of each month. The public is welcome and encouraged to attend.

\*\*This Agenda was posted 72 hours in advance of the meeting at Higgins Fire Protection District Office, 10106 Combie Rd, Auburn, Ca 95602. QUESTIONS? Contact Higgins Fire District's Chief at 530-269-2488 for Questions regarding agenda items.