DEPARTMENT OF FORESTRY AND FIRE PROTECTION
Office of the State Fire Marshal
Underground Facilities Safe Excavation Board
1131 S Street
SACRAMENTO, CA 95811
(916) 445-8200
Website: https://digsafe.fire.ca.gov

California Underground Facilities Safe Excavation Board Meeting

Natural Resources Building, Auditorium
Sacramento, CA
January 9, 2018
10:00 am

BOARD MEMBERS PRESENT:
Jessica Arden
Vince Bernacchi
Ron Bianchini
Randy Charland
Marjorie Del Toro
Bill Johns
Marshall Johnson
Carl Voss

BOARD MEMBERS ABSENT: None

DEPARTMENT STAFF:
Brittny Branaman, Policy and Budget Manager
Tony Marino, Executive Officer
Jason Neyer, Associate Governmental Program Analyst
Zack Trammell, Associate Governmental Program Analyst

Member Charland called Open Session to order.

Public Comment

None

Open Meeting Training Act:

Overview of the rules regarding meeting structure, public access, closed sessions, quorums and violations by Executive Officer.

Parliamentary Procedure Training:

Overview of Robert's Rules of Order, 1/2 & 2/3 vote minimums, member role play of moving items, member role play of asking questions with requests. By Executive Officer.

Travel Expense Reimbursement Training:

Overview of the rules and regulations regarding travel, food and incidental reimbursement by Policy and Budget Manager.

Public Records Act:

Overview of the Public Records Act by CAL FIRE Attorney Rebekah Gibson.

ADJOURNMENT.

Respectfully submitted,

/s/ Tony Marino

Tony Marino
Executive Officer

Attest:

/s/ Randy Charland

Randy Charland
Chair