

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Board Meeting

June 13, 2022 Minutes

Tony Marcaccio-Board Chair, Tina Holum-Vice Chair, Judy Hobson-Secretary, Randy Rossi-Director, Candance Flaming-Director

Mission Statement

To provide a professional and compassionate level of community fire protection, emergency medical and rescue services to the citizens and property owners within the Fire District, in order to prevent or minimize the loss of life, pain, suffering and property damage as a result of fire or other types of emergency.

The regularly scheduled June 13th, 2023 6:00 PM Board Meeting was conducted in person at 7061 Mt. Aukum Rd. Somerset, CA 95684

MINUTES

1. CALL TO ORDER and DETERMINATION OF QUORUM 18:15 hours 6:15p.m.

1.1 Roll Call-Present: Director Hobson, Director Marcaccio, Director Rossi, Director Flaming, Director Holum arrived at 6:30pm., Director Rossi Left Meeting at 7:40pm.

Absent: 0

Administration: Chief Whitt, Admin. Assistant Joy Vierra, Captain Schwitalla, FF Carlson

1.2 Pledge of Allegiance led by Director Hobson

2. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR

The Board may make any necessary additions, deletions or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action

2.1 Administration recommends the BOD approve: Minutes from April 11th 2023 Board Meeting. No Board Meeting Minutes in May due to lack of quorum.

2.2 Administration recommends the BOD approve: Payment of bills – green sheets for April and May 2023.

Motion to adopt agenda and accept consent calendar

(M/S) Hobson/ Rossi

Passed 4/0

3. PUBLIC HEARING

3.1 NOTICE IS HEREBY GIVEN that a public hearing will be held on Tuesday, June 13, 2023 at the hour of 6pm Mt Aukum Rd, Somerset, California, for the purpose of establishing, by resolution, the appropriation limits for the 2023-24 fiscal year for the Pioneer Fire Protection District as described in article XIII B of the State Constitution. The proposed appropriation limits are \$ 1,258,486.00. At said hearing the Pioneer Fire Protection District will consider all comments by interested persons.

Public Hearing opened at 6:18pm

No public Comment

Public Hearing Closed at 6:19pm

4. PUBLIC COMMENT (Open Forum)

Any person may address the District Board on any subject pertaining to District business, which is not listed on the agenda. This comment is provided by the Ralph M. Brown Open Meeting Act (Government Code § 54950 et. seq) and may be limited to three (3) minutes for any person addressing the Board.

4.1 Michael Pinette, Vice Chair of the Aukum Fairplay Fire Safe Council addressed the Board and spoke about grant funds received by the AFFSC. They are currently working on Right of Entry with individual homeowners related to the fuel reduction grant. He feels it is important to open up lines of communication

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with PFPD, all the fire safe counsels in our area, the PVFA and the West Slope Foundation to better support all members of the district and facilitate the widest coverage ability to distribute needed information related to fire safety and fuels reduction and all other events taking place within the district. PFPD administrative office will send out invites to upcoming PFPD Board Meetings to all fire safe counsels in the district as well as The West Slope Foundation and the PVFA.

5. MONTHLY/STANDING ACTIVITY REPORTS AND COMMITTEE REPORTS

5.1 Administrative/Chief's Report – Chief Whitt reviewed Chief's report as printed in the Board Packet.

TO: Pioneer Fire Protection District Board of Directors
FROM: David Whitt, Fire Chief
PREPARED BY: David Whitt, Fire Chief
DATE: June 13, 2023
ITEM: June Board of Director's Meeting Chief's Report for the Month of May
RECOMMENDATION: Receive information about the District

Calls for Service in September:

<u>Call Type</u>	<u>May</u>	<u>Year to Date</u>
EMS	28	164
Fire	3	11
MVA	3	28
Hazmat	3	20
Assist	10	3
Other	13	72
TOTAL	60	343
Fire Loss Total	\$ 0	\$000,000

Apparatus

Repairing the fleet continues to progress. Grant still submitted for Type VI Engine that may require some matching funds.

E-38 (Type 1 – Frontline Structure Engine)

- Back in service but is still experiencing some electrical problems. Thermostat was repaired by Cummins for only \$128 (part only, no labor charge).

Reserve Engine (El Dorado Hills)

- Amador Fire Protection District should be giving Pioneer Fire the sister engine to this one

E-338 (Type 3 – Frontline Wildland Engine)

- E-338 in service. Repairs have been complete for air leaks and intercooler base. Small electrical problem currently.

Type 6 Engine (Known currently as Patrol 38)

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- Pump needs to be ordered, current pump not repairable.
- Mount Adams Fire Owner/Operator is doing the repairs

Type 6 Engine (Known currently as Patrol 35)

- Picked up from shop on 06/09/23.
- Will be used for in district response. Outfitting beginning the week of June 12th.

WT-38 (Frontline Water Tender)

- Repairs started on Tender. Drive line repaired. Plumbing to be tightened, replaced, and sealed with our mobile mechanic. Should be in service by June 15.

Facilities

Station 38 including the living quarters:

- Subject Matter Expert is assisting with bid for Electrical supply drop and associated repairs (Scope of Work).
- Re-arranging the apparatus bay and interior of Administration continues in the kitchen area: being remodeled to store in service line personnel PPE.
- Purchase for Air compressor and RIT packs in progress. BIG THANKS to ALL staff who are assisting with this process!!

Personnel

- Firefighter Drake has resigned for a better opportunity.
- Firefighter interviews were held on April 28. We had 3 candidates.
- Long Term Firefighter Bradley Jones has been hired and his first day as a Probationary Firefighter was May 6.
- Firefighter Cody Boyle was offered a Long Term/Shift Volunteer position.
- Firefighter Jacob Running (Shift Volunteer/Long Term) is still working our Long Term position on the "C" Shift until he leaves for Brisbane Fire or our new Firefighter completes necessary credentialing.

Administration

- Staff is will present our Wildly Important Goals (WIG's) for the upcoming Fiscal Year at our July Board meeting. Apparatus will still be our top priority along with administrative organization.
- Several meetings including with Representative McClintock, JPA, Chiefs, County Operations, and annual Cal Fire Cooperators meeting.
- Meeting with various community and business organizations to assist with grants for fire mitigation projects (April).
- Budget process is in progress. Continue to meet with Standing Finance Committee members to begin FEMA reimbursements, budget for FY 2023/24, grant opportunity, and budget process moving forward.

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- Radio grant has been awarded from the Gary Sinise Foundation. HUGE opportunity for us to upgrade our frontline radio capabilities. This would not be possible if were not for efforts of Mike and Deb Perry, Chief Earle, and Armando De La Torre.
- Applied for the TOT allocation of funds but appears we have not been successful.
- Applied for other grants that are in process.

OPTIONS: The Chief's Report is for informational purposes. The Board of Directors may take one or more of the following actions:

- 1) Provide Staff with comment.
- 2) Provide Staff with additional direction.

FISCAL IMPACT: As noted in the report

ACTION PLAN: None.

RELATED ACTION(S): None.

5.2 Local #4586

Captain Schwitalla represented the Local 4586 and shared that the Local will be participating in the Fill the Boot drive at 4 Corners June 24th 10-2pm. The funds from the Fill the Boot Drive go to the Fire Fighter Burn Institute. Volunteers are needed for the day of the Boot Drive.

5.3 PVFA

The PVFA will be supplying hot dogs to be served at the Fill the Boot Drive. Station 31 needed a new well pump. It has been repaired and paid for by the PVFA. The Forest Service is still using the building at Station 31. A representative from James Hardy contacted the PVFA, Diamond Pacific will be supplying the Hardy plank siding for Station 31. The PVFA will be making a concerted effort to recruit new members in the next few months to bring in new members to support the organization. The hope is to have new members shadow the current people in their positions so they can take over responsibilities.

5.4 Financial

Chief Whitt reviewed financials as provided in the board packet for May 2023

5.5 Standing Financial Committee Report

Director Marcaccio reported that Standing Financial Committee met to review the preliminary budget. Director Marcaccio and Director Holum will coordinate the date of the next Standing Finance Committee Meeting before the next regularly scheduled Board Meeting in July.

6. OLD BUSINESS

6.1 Board of Directors Policy Manual Review Update

Director Rossi, Director Hobson and Chief Whitt met on June 13 2023 and were able to get through about 1/3 of the current Board Policy manual. The next meeting is scheduled for June 27th and they hope to be done by the July meeting to present a draft to the Board to review.

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6.2 Charters for Standing Committees

Charters for Standing Committees will stay as Old Business until the Board of Directors Policy Manual Review Update has been completed and a new Standing Committees can be formed.

6.3 FY 23-24 Preliminary Budget

Motion to accept FY 23-24 Preliminary Budget

(M/S) Rossi/Hobson

Roll call vote

Ayes: Hobson, Marcaccio, Rossi, Holum, Flaming

Nay: 0

Abstain: 0

Absent: 0

Passed 5/0

6.4 Station 31 Building Project

Admin Vierra informed the Board that the project is currently in FEMA Insurance Review. The Department is waiting for a letter from our insurance carrier that outlines how the insurance claim was processed related to the amount of funds that were paid out to the department for the contents, and the amount that was paid out for the Station 35 Building. FEMA needs this information before they can finish processing the project. We are currently waiting on our insurance company to get us the needed documentation.

7. NEW BUSINESS

7.1 2023-24 SD PROP4 RESOLUTION 2023-02

2023-24 SD PROP4 Resolution 2023-02

Motion to accept 2023-24 SD PROP4 Resolution 2023-02

(M/S) Holum/Flaming

Roll call vote

Ayes: Hobson, Marcaccio, Rossi, Holum, Flaming

Nay: 0

Abstain: 0

Absent: 0

Passed 5/0

7.2 Job Description - Technical Specialist and Relative Background Information

Chief Whitt gave a power point presentation on Professional Services Support Division program. He outlined a program that would utilize retirees and other technical and subject matter experts to support ongoing projects, tasks and functions of the District. This would include response as necessary to Local, State and Federal incidences as part of an incident management team. These people are technically qualified upon hire.

Members of the board asked questions and requested that this program be brought back as old business for review at the July Board Meeting.

Chief Whitt suggested that the board approve the proposed Technical Specialist job description so he could begin talks with individuals before they commit to other agencies for this fire season. Prior to salary contracts or hiring, the position would be brought back up to the Board for a vote.

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Motion to approve the Technical Specialist Job Description

(M/S) Holum/Hobson

passed 4/0

(Director Rossi needed to leave at 7:40 and was not present for this vote.)

7.3 Master JOA Agreement with GVFD, GFD, MFD, PFD, and RFD

Chief Whitt explained that we already have a signed JOA, and that this is an amended agreement adding Rescue Fire Protection District to the original agreement.

Motion to accept the Amended Master JOA agreement with GVFD, GFD, MFD, PFD, and RFD.

(M/S) Flaming/Holum

Passed 4/0

8. CORRESPONDENCE AND COMMUNICATIONS/BOARD MEMBERS COMMENTS (GOOD OF THE ORDER)

8.1 Christopher Carr from Omo Ranch Fire Safe Council requested that the Omo Ranch Water Tank Proposal be placed back on the agenda for the July Board Meeting as it was not able to be heard at the May board meeting due to lack of a quorum. He reported that the West Slope Foundation had donated \$5000.00 towards the 20,000 gallon water tank project. They are planning on going to local realtors to request donations for the project as well. Board Chair Marcaccio requested that it be placed on the July agenda.

Director Flaming pointed out the broken flag case on the wall of the board room and requested that it be repaired. PFPD Administration will see to it getting fixed so the flag can be displayed properly.

9. AGENDA ITEMS (For Next Regularly Scheduled Meeting)

9.1 Old Business - Board Policy Manual Review Update

9.2 Old Business - Charters for Standing Committees

9.3 Old Business - Station 31 Building Project

9.4 New Business - Omo Ranch Water Tank Proposal

9.5 Old Business - Professional Services Support Division – Technical Specialist Job Description

ADJOURNMENT– Motion to Adjourn

(M/S) Hobson/Flaming 4/0 Meeting adjourned at 7:58pm.

NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday July 11th, 2023 at 6pm

Prepared by:


Joy Vierra, Administrative Assistant


Chair BOD

7-11-23
Date