

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

Randy Rossi –Board Chair, Tony Marcaccio–Vice Chair, Judy Hobson–Secretary, Christina Holum – Director, Vacant – 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 December 13th, 2022 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 18:00 hours 6:00p.m.

- 1.1 Roll Call-Present: Director Rossi, Director Holum, Director Hobson, Director Marcaccio, Administration: Chief Whitt, Admin. Assistant Joy Vierra, AIC Captain Walsh LTFJ Jones
- 1.2 Pledge of Allegiance led by Director Marcaccio

2. OATH OF OFFICE

- 2.1 Oath of Office for Tony Marcaccio & Candance Flaming
Director Rossi provided Tony Marcaccio and Candance Flaming with their Oath's of Office.
Candance joined the Board at the table for the remainder of the meeting.

3. 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

- 3.1 Administration recommends the BOD approve: Minutes from November 8th 2022 Board Meeting. There was no December Board Meeting held due to lack of a quorum.
- 3.2 Administration recommends the BOD approve: Payment of bills – green sheets for November and December 2022.
Motion to adopt agenda and accept consent calendar
(M/S) Holum/Hobson
Passed 5/0

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 California Special District Association Presentation (Dane Wadle)

Dane Wadle gave the Board of Directors an overview of the California Special Districts Association (CSDA) related to what it does to support special districts. Dane highlighted the trainings and resources that are available to the board and staff as part of the district's membership.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

5. MONTHLY/STANDING ACTIVITY REPORTS AND COMMITTEE REPORTS

5.1 **Administrative/Chief's Report** – Chief Whitt provided Chief's report specifically related to the December report as printed in the Board Packet. Both November and December's reports were submitted to the Board since there was no board meeting in December due to weather.

TO: Pioneer Fire Protection District Board of Directors
FROM: David Whitt, Fire Chief
PREPARED BY: David Whitt, Fire Chief
DATE: January 10, 2023
ITEM: December Board of Director's Meeting Chief's Report for the Month of December
RECOMMENDATION: Receive Information about the District

Calls for Service in September:

<u>Call Type</u>	<u>December</u>	<u>Year to Date</u>
EMS	27	295
Fire	3	32
MVA	1	46
Hazmat	3	11
Assist	22	246
Other	3	15
TOTAL	59	645
Fire Loss Total	\$ 0	\$750,500

Apparatus

Repairing the fleet continues to progress:

E-38 (Type 1 – Frontline Structure Engine)

- Has been picked up from Cummins of West Sacramento and placed back into service.
- Engine suffered some body damage when we struck a very tight bridge.
- Built-in battery charger/conditioner has gone bad. New one ordered.

Reserve Engine (El Dorado Hills)

- Replacing plumbing for front discharge

E-338 (Type 3 – Frontline Wildland Engine)

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

- E-338 was taken to Veerkamps for repair to exhaust manifolds. Those were replaced per International recommendation and the Engine is running very nicely now.

Type 6 Engine (Purchased but never placed into service due to it breaking down on the way to Pioneer)

- Fully repaired and is functioning completely. \$17,000.

Type 6 Engine (engine blew up during Caldor Fire and was repaired at cost of \$27,000.00)

- Has been placed into service as Patrol 35.
- Patrol 35 will be taken into the shop to fix check engine light now that the other Type 6 is back and the storms abate.
- Costs should be minimal if repairable.
- If the “Check Engine” light cannot be resolved, then a process with DMV will be undertaken to have the apparatus “adjudicated” and approved for use in the State of California.

WT-38 (Frontline Water Tender)

- Awaiting word from Helie for next steps.
- Still working on repairs with White Freightliner and Helie.

Facilities

Station 38 including the living quarters:

- Bathroom has been repaired. Looks great.
- Water filtration system is going out to bid again due to only receiving one bid.
- Electrical supply drop and associated repairs should be going out to bid after we get a more accurate scope of work.
- Roof prop is nearly finished on top of the Conex box.
- Plan is moving forward for re-arranging the apparatus bay and interior of Administration including possibly removing the kitchen area. Looking for lockers now.
- Air compressor Grant has been awarded to Pioneer and is in process of going to bid.
- Oxygen filling tanks have been supplied by the JPA. Waiting for valving.

Personnel

- Firefighter Ryan Drake has been hired as the “A” Shift Firefighter; first day was January 2nd.
- Firefighter has returned from injury; back to full staffing for Firefighter rank.
- We have 6 reserves that have been working for over two weeks bringing our staffing up to 4 at times.
 - Looking to fill the “B” Shift Fire Captain. Internal candidate may be elevated. Firefighter replacement should not be a problem as we have several good candidates but one seems to be outstanding for our organization.

Administration

- Standard Operating Procedures and Guidelines are being reviewed/developed; lengthy process.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

- Discussions with FEMA and Cal OES as to the replacement of Station 35 continue.
 - Possible new apparatus barn relocated to Station 31.
 - Looking for general estimates for costs to see if we can facilitate this with FEMA and Insurance recovery reimbursements.

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.

TO: Pioneer Fire Protection District Board of Directors

FROM: David Whitt, Fire Chief

PREPARED BY: David Whitt, Fire Chief

DATE: December 13, 2022

ITEM: December Board of Director's Meeting Chief's Report for the Month of November

RECOMMENDATION: Receive Information about the District

Calls For Service in September:

<u>Call Type</u>	<u>November</u>	<u>Year to Date</u>
EMS	21	253
Fire	1	27
MVA	5	46
Hazmat	0	7
Assist	9	105
Other	12	141
TOTAL	48	579
Fire Loss Total	\$ 0	\$282,500

Apparatus

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

Repairing the fleet continues to progress:

E-38 (Type 1 – Frontline Structure Engine)

- Has been picked up from Cummins of West Sacramento and placed back into service.

Reserve Engine (El Dorado Hills)

- Replacing plumbing for front discharge

E-338 (Type 3 – Frontline Wildland Engine)

- E-338 will be going into the shop now that E-38 is stable.

Type 6 Engine (Purchased but never placed into service due to it breaking down on the way to Pioneer)

- Repair shop has completed repairs, waiting for re-keying of ignition and doors. Runs great at the repair shop.

Type 6 Engine (engine blew up during Caldor Fire and was repaired at cost of \$27,000.00)

- Has been placed into service as Patrol 35.
- Patrol 35 will be taken into the shop to fix check engine light once Type 6 is back (should be within a week or so).
- Costs should be minimal if repairable.
- If the “Check Engine” light cannot be resolved, then a process with DMV will be undertaken to have the apparatus “adjudicated” and approved for use in the State of California.

WT-38 (Frontline Water Tender)

- Awaiting word from Helie for next steps.
- Still working on repairs with White Freightliner and Helie.

Facilities

Station 38 including the living quarters:

- Bathroom Bid has been awarded, waiting for repairs to be scheduled.
- Water filtration system is still in process.
- Electrical supply drop and associated repairs should be going out to bid after we get a more accurate scope of work.
- Roof prop is nearly finished on top of the Conex box.
- Plan is developing for re-arranging the apparatus bay and interior of Administration including possibly removing the kitchen area.
- Air compressor Grant has been awarded to Pioneer and is in process of going to bid.
- Oxygen filling tanks have been supplied by the JPA. Waiting for valving.

Personnel

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

- Firefighter still out with back injury; unknown return time.
- Potentially 6 reserves starting this month after they graduate and meet State requirements for FF1 and FF2
- Coverage has been maintained the best we can with fill in Firefighters from Staff, Limited Term new hires, and Captains working down.
 - One Firefighter, who was with the District prior, has been offered a full time position. Anticipated start date should be January 2, 2023. He is currently a Limited Term Firefighter with us.
 - Interviewing for Fire Captain this week.

Administration

- Standard Operating Procedures and Guidelines are being reviewed/developed, lengthy process.
- Station 35 insurance claims has been completed.
- FEMA reimbursement also continues to move forward; final numbers for insurance reimbursement is required.
- Discussions with FEMA and Cal OES as to the replacement of Station 35.
 - Possible new apparatus barn relocated to Station 31.
 - Looking for general estimates for costs to see if we can facilitate this with FEMA and Insurance recovery reimbursements.

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

- 3) Provide Staff with comment.
- 4) Provide Staff with additional direction.

FISCAL IMPACT: As noted in the report

ACTION PLAN: None.

RELATED ACTION(S): None.

TO: Pioneer Fire Protection District Board of Directors

FROM: David Whitt, Fire Chief

PREPARED BY: David Whitt, Fire Chief

DATE: December 13, 2022

ITEM: December Board of Director's Meeting Chief's Report for the Month of November

RECOMMENDATION: Receive Information about the District

Calls for Service in September:

Call Type

November

Year to Date

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

EMS	21	253
Fire	1	27
MVA	5	46
Hazmat	0	7
Assist	9	105
Other	12	141
TOTAL	48	579
Fire Loss Total	\$ 0	\$282,500

Apparatus

Repairing the fleet continues to progress:

E-38 (Type 1 – Frontline Structure Engine)

- Has been picked up from Cummins of West Sacramento and placed back into service.

Reserve Engine (El Dorado Hills)

- Replacing plumbing for front discharge

E-338 (Type 3 – Frontline Wildland Engine)

- E-338 will be going into the shop now that E-38 is stable.

Type 6 Engine (Purchased but never placed into service due to it breaking down on the way to Pioneer)

- Repair shop has completed repairs, waiting for re-keying of ignition and doors. Runs great at the repair shop.

Type 6 Engine (engine blew up during Caldor Fire and was repaired at cost of \$27,000.00)

- Has been placed into service as Patrol 35.
- Patrol 35 will be taken into the shop to fix check engine light once Type 6 is back (should be within a week or so).
- Costs should be minimal if repairable.
- If the “Check Engine” light cannot be resolved, then a process with DMV will be undertaken to have the apparatus “adjudicated” and approved for use in the State of California.

WT-38 (Frontline Water Tender)

- Awaiting word from Helie for next steps.
- Still working on repairs with White Freightliner and Helie.

Facilities

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

Station 38 including the living quarters:

- Bathroom Bid has been awarded, waiting for repairs to be scheduled.
- Water filtration system is still in process.
- Electrical supply drop and associated repairs should be going out to bid after we get a more accurate scope of work.
- Roof prop is nearly finished on top of the Conex box.
- Plan is developing for re-arranging the apparatus bay and interior of Administration including possibly removing the kitchen area.
- Air compressor Grant has been awarded to Pioneer and is in process of going to bid.
- Oxygen filling tanks have been supplied by the JPA. Waiting for valving.

Personnel

- Firefighter still out with back injury; unknown return time.
- Potentially 6 reserves starting this month after they graduate and meet State requirements for FF1 and FF2
- Coverage has been maintained the best we can with fill in Firefighters from Staff, Limited Term new hires, and Captains working down.
 - One Firefighter, who was with the District prior, has been offered a full time position. Anticipated start date should be January 2, 2023. He is currently a Limited Term Firefighter with us.
 - Interviewing for Fire Captain this week.

Administration

- Standard Operating Procedures and Guidelines are being reviewed/developed, lengthy process.
- Station 35 insurance claims has been completed.
- FEMA reimbursement also continues to move forward; final numbers for insurance reimbursement is required.
- Discussions with FEMA and Cal OES as to the replacement of Station 35.
 - Possible new apparatus barn relocated to Station 31.
 - Looking for general estimates for costs to see if we can facilitate this with FEMA and Insurance recovery reimbursements.

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

- 5) Provide Staff with comment.
- 6) Provide Staff with additional direction.

FISCAL IMPACT: As noted in the report

ACTION PLAN: None.

RELATED ACTION(S): None.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

5.2 Local #4586

AIC Captain Walsh represented the Local 4586, he had nothing to report

5.3 PVFA

Dan Dwyer reported that Breakfast with Santa was a big success. Over 170 meals were served. The Pancake Breakfast and Easter Egg Hunt will be held Saturday April 8th at Pioneer Park Breakfast will be served from 9-10:30a.m., and the Easter Egg Hunt will start at 11a.m.

5.4 Financial

Chief Whitt reviewed County financial reports as provided in the board packet.

6. OLD BUSINESS

6.1 Finance Ad Hoc Committee Formation

(Whitt)

Chief Whitt attended the Finance ad hoc committee meeting for El Dorado County Fire on 1/17/23 to see how their meetings are conducted and gain ideas for PFPD's Finance Ad Hoc committee meetings. Director Marcaccio and Director Holum have volunteered to be on the Finance Ad Hoc committee. The Finance Ad Hoc Committee will have a meeting before the next regularly scheduled board meeting. A Friday at 10:30 a.m. at Station 38 was chosen as a good day and time to meet once a month to start. Admin Vierra will set up the time and date that will work for all for the meeting to be held before February's board meeting.

7. NEW BUSINESS

7.1 Board of Directors elections (Chair / Vice Chair / Secretary)

(Rossi)

Director Rossi opened up nominations for the Board Chair position. Director Hobson nominated Director Marcaccio for the Board Chair position. Vote was taken and all voted in favor 5/0. Director Rossi opened up nominations for the Vice Chair position. Director Marcaccio nominated Director Holum for the Vice Chair position. Vote was taken and all voted in favor 5/0. Director Rossi opened up nominations for the Board Secretary position. Director Hobson volunteered. Vote was taken and all voted in favor 5/0.

7.2 Review and Acceptance of Final Audit

(Vierra)

Board reviewed the copy of the final audit that was provided in the board packet.
Motion made to accept final audit for FY 2021
(M/S) Holum/Hobson
Passed 5/0

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

8.1 Admin Vierra The following letters:

Letter Addressed to Captain Mike Stutts and the Pioneer Fire Protection District from the Omo Ranch Fire Safe Counsel thanking Mike for sharing knowledge and experience related to fire safety. Letter from Linda Catterlin thanking the fire Crews for their support with a call to their home. Christmas card received with a donation to the Station from Douglass and Celestina Single. The suggestion came up for all board members to be provided tours of all the stations in the district to familiarize current and the new board members to the stations and our response area.

9. AGENDA ITEMS (For Next Regularly Scheduled Meeting)

9.1 Financial Ad Hoc Committee meeting reports will be listed with the standing financial report as the Financial Ad Hoc Committee may not be meeting monthly.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Special Board Meeting

January 17, 2022 Minutes

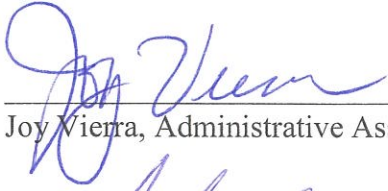
- 9.2 New Business - Board Manual Bylaw review. Suggestion was made to obtain some of the board manuals for other similar districts to use as a basis so we are in line with other Special Districts in the County. EDC Fire, Diamond Springs Fire, Garden Valley, were identified. Possible formation of a board Manual/Bylaws Ad hoc Committee will be on the next agenda

ADJOURNMENT– Motion to Adjourn

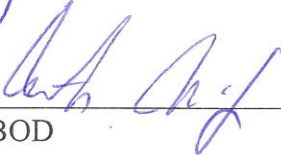
(M/S) Hobson/ Marcaccio Passed 5/0 Meeting adjourned at 7:30p.m.

NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday February 14, 2022 at 6pm

Prepared by:



Joy Vierra, Administrative Assistant



Chair BOD

2-14-23

Date