

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

February 18, 2020 at 6PM - Rescheduled

Marie Fitts - Board Chair, Jerry Jumper - Board Secretary

Eileen Strangfeld- Director, Michael Irish - 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.

**Meeting location: PFPD Administration Offices– Boardroom
7060 Mount Aukum Road, Somerset, CA 95684**

MINUTES

1. CALL TO ORDER

1.1 ROLL CALL

Present: Irish, Strangfeld, Jumper, Fitts

Absent: 0

Administrative Staff Present: Chief Matthews, Joy Vierra AA, Mike Stutts BC,

PLEDGE OF ALLEGIANCE

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

2.1 ADOPTION OF AGENDA

Motion to adopt the Agenda moving up section 12 Closed Session to directly after section 5.3

(M/S) Jumper/Strangfeld

Passed 4/0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

3.1 Oath of Office for New Shift Volunteers

Chief Matthews gave oath of office to new Shift Volunteer Clayton Hodge

4. PUBLIC COMMENT

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.

No public comment

5. CONSENT CALENDAR

Consent calendar items are considered routine and are acted upon by the Board with a single action. Members of the audience wishing to provide public input may request that the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

5.1 Minutes from Board Meeting December 10, 2019

Motion made to approve Consent Calendar 5.1 Minutes from Board meeting December 10, 2019

(M/S) Jumper/Irish Passed 3/0 Jumper Irish & Fitts.

Abstained: Strangfeld

5.2 Minutes from Board Meeting January 14 2020

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Motion to approve the Consent Calendar 5.2 Minutes from Board Meeting
January 14, 2020

(M/S) Strangfeld/Jumper

Passed 3/0 Jumper, Strangfeld & Fitts.

Abstained: Irish

5.3 Approval: payment of bills – green sheets

Motion to approve greensheets item 5.3

(M/S) Jumper/Strangfeld

Passed 4/0

ITEM 12. was heard out of order prior to 6

6. MONTHLY/STANDING ACTIVITY REPORTS:

6.1 Administrative/Chiefs Report

January/February 2020 Chief's Administrative Report

Administration: (Vierra, Stutts, Garrett, Matthews)

Hiring – We will be adding 2 more Shift-Stipend Vols and Currently 6 QRTs in training.

Budgeting/Financial sustainability – Revenues are increasing but we will have a short fall.

Purchasing – Freeze for basic operational items

Fire & Life Safety – we are working on monthly business inspections and a lot of inspections.

Outreach - FSC, Groups, Federal, State and Local agencies, Amador cooperative efforts and more.

Compliance – Engine bay at St. 38 is opening up with the move of supplies and stowed equipment to the conex trailers. Auto supplies and equipment from the old shed is being moved too. Allow more movement and safety in the engine bay. The shed is old and deteriorating quickly.

Facility and equipment repairs – Hopefully we will get the parking lots painted sometime soon when it dries out. Station 38 generator is down again; working towards a replacement plan and upgrading our system. Working on alternative power systems at station 38 and administration offices.

Apparatus – U 38 and 35 have been upgraded to a type 7. U37 should be completed by the end of February. Evaluating equipment and SCBA needs

Investigations – None at this time.

Grants and donations – Cal Volunteer Grant purchasing PPE, some items have been delivered still awaiting more. Waiting to hear from CCI grant has been filed with Cal Fire notification are in March 2020. If awarded this grant would cover a paid public educator/prevention position for 2.5 years. No word on our micro SCBA grant or water tender grant assuming we did not get them. We have applied for a regional SCBA grant.

Training – Shift, volunteers, administration and district, BC Stutts is working with ROP, Cadets, QRTS and Career training this includes working with Amador Co. Fire. EMR and Wildland QRT training.

Updates – New mail room will be secured soon.

Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & SV's (new name change).

Communications – Addressing on going issues with Camino.

Amador/Pioneer - joint collaborations (training, volunteer recruitment, staffing, resources, auto aid and duty chief coverage cross staff stations)

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Leoni Meadows – Still working with LM to add Station 36 and create an EMS and Fire Response team, this includes QRTs both WL/EMR and Incipient fire team. In addition, training their staff in CPR and 1st aid. Incipient fire team would be training in specific task only, defensive structural fire protection, structure protection, water supply and sprinkler support.

Stations/Crews:

- 38 (Main)** - Normal 24-7 manned station. Temporary generator in place, working on alternative power back-up systems. Drive and parking lot painting lines hopefully soon. Monthly training meeting all disciplines. Conex cube in placed. We will reevaluate the amount of repair needed on the eastside concrete after winter if funding allows, fencing repair ongoing. Vehicle maintenance structure will have its items moved to the conex trailer; the building will most likely need to be removed. Apparatus; E38, E338, U38, WT 38, 8603 Trailer 38 and UTV 38.
- 37 Omo Ranch** – Normal Volunteer station 24-7 EMS & Wildland QRT's. Generator transfer box will be in place. Crews still working on redoing water supply pump. Apparatus; P-37 & U37.
- 35 Grizzly Flats** – Phil Dayton has retired from PFPD, when you see him thank him for his years of service. Apparatus P-35, U235, BC Stutts working out of station part-time. We should have the office completed in the new home and moved in for use by the first week of March.
- 34 Mount Aukum** – Organizing after Crab Banquet
- 32 Sandridge** – Apparatus; E32 & E335.
- 31 Willow** – Normal 24-7 as soon as we get grant funds, we will begin moving forward on the 14K generator, estimated June/July completion. We are looking at providing an enclosed carport to fit an engine at the station in the near future and eventually a move-up station for GF crews. Apparatus; P31 and 8600.

Admin We will be slowly upgrading florescent lights to LED.

Water Planning:

We are working with contractors and citizens on hydrant water supply. We will be addressing moving the old water tanks from Stations 32 and 34.

Public Education:

Kara and crews are active in the schools, doing our Fire & Life safety education. They will begin instructing First Aid and CPR to our kids and community. Blood Pressure Checks every 2nd Wed and 4th Wed of the month at Pioneer Park from **11:45AM to 12:15PM**. Public safety committee meeting. We are working with GF & OES on evacuation program, prevention to programs along with Cal Fire and other agencies. Working on appreciation nights for QRTs and separate for Career/Reserves.

Training/Education:

Training Officer will be coordinating the following disciplines each month with different modules: EMS, Specialty Team, Wildland, and Structural, Rescue, Safety, Policy Review, Public Education and other. PFPD is an Expanded EMT group now. We will be focusing on safety training and safety issues along with the upcoming wildland season. We will be doing most of our EMS training in house. This should save us time and funds.

Community Meetings and Groups:

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Continue to meet with all Fire Safe council in district along with the South County Fire Safe Group, Vegetation Ordinance Groups, seniors and all the County Fire Meetings, this includes insurance group and hiring JPA executive director.

PVFA Great Job with the Crab Banquet

Call Activity:

Fires

Vegetation 1 Structure 2 Other 3

Medical/MVA/ Rescue or HM/Public service

Medical 25 MVA 1 Rescue 1 Public service 18

Total 51

Other: Unusual Occurrences/Injuries:

Mark S. Matthews

Fire Chief

6.2 Local #4586

Nothing to report

6.3 PVFA

Jerry Jumper provided a report for the PVFA. The Crab Banquets were a great success. Funds going to the PFPD and the schools are about the same this year as it was last year. The Pancake Breakfast will be held April 11th the Saturday before Easter at Pioneer Park. Breakfast will be served 9-10:30 a.m. Easter Egg Hunt will begin at 11a.m. sharp. March 7th will be the Crab Banquet thank you dinner for Volunteers to be held at the Grange, starting at 5:30 p.m.

The PVFA is investigating taking over the responsibility of the Grange Community Center.

6.4 Financial

Financials were reviewed by Chief Matthews

7. OLD BUSINESS (The Board may elect to review, discuss, take action or vote on any old business. The Board Chair may request a roll call vote on items)

7.1 PFPD Vegetation Management (Ad-hoc updates) Ordinance (Director Jumper/Chief)

Board of supervisors had a meeting on the 11th of Feb. Final meeting will be held February 25 for second reading of the ordinance and final passage.

8. NEW BUSINESS (The Board may review, discuss, take action or vote on any new business. The Board Chair may request a roll call vote on items)

8.1 Open Board Position (BOD)

Board Position is still open the 60 day limit is fast approaching. If a candidate is found a special meeting of the board would need to be held on or before March 3rd. Postings for the open position will be made in the community and on social media.

8.2 Board Officers (BOD)

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New board positions need to be voted on. Board Chair Fitts asked that her name not be put in for consideration to continue as Board Chair. Job Descriptions for Board Chair, and Vice Chair were read. It was noted that a job description was not written for the position of Secretary and needs to be formally added to the board Policies and Procedure Manual.

Director Fitts nominated Director Jumper as the new Board Chair

Passed 4/0

Director Strangfeld nominated Director Fitts as the new Board Vice-Chair

Passed 4/0

Director Jumper nominated Director Strangfeld as the new Board Secretary

Passed 4/0

8.3 Resolution 20-001 EMS (Chief)

Chief Matthews gave an overview of Resolution NO.001-2020 Pioneer fire Protection District to be the primary emergency Medical Service Provider (Pre-hospital) and reconfiguration of EMS and Emergency services.

Motion to adopt Resolution NO 001-2020 Pioneer fire Protection District to be the primary emergency Medical Service Provider (Pre-hospital) and reconfiguration of EMS and Emergency services.

(M/S) Irish/Strangfeld

Roll Call Vote

Ayes: Fitts, Jumper, Irish, Strangfeld

Ayes: 4

Nay: 0

Abstain: 0

Absent: 0

Passed 4/0

8.4 Volunteer Stipend Pay OES and SPI Deployment Pay (Chief)

Chief Matthews gave an overview of proposed changes to volunteer stipend pay

Motion to adopt the Chief's Volunteer Stipend Pay, OES and SPI deployment pay Schedule.

(M/S) Strangfeld/Irish

Passed 3/0

Abstained: Director Jumper

8.5 JOA (Chief)

Chief Matthews gave an overview of Joint Operating Agreement between Pioneer Fire Protection District and Amador Fire Protection District.

9 CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

9.1 No Correspondence to review

10 GOOD OF THE ORDER

10.1 May 9th Safety Day 9-4pm to be held at D'Agostini Pond

11 UPCOMING CALENDAR OF EVENTS

The Pancake Breakfast will be held April 11th the Saturday before Easter at Pioneer Park. Breakfast served 9-10:30 a.m. Easter Egg Hunt will begin at 11a.m. sharp. March 7th will be the Crab Banquet thank you dinner for Volunteers to be held at the Grange, starting at 5:30 p.m.

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Saturday February 22, is the 3rd annual Battle of the Badges Chili cook off at the El Dorado County Fairgrounds. Name of PFPD Chili will be Smoking Backdraft. The PVFA is investigating taking over the Fairplay-Aukum Community Center. Events could be held there for the PFPD and the community. PFPD is also working on a clean-up day in Outingdale to be held sometimes in April

12 CLOSED SESSION entered closed session at 6:14 p.m. (This session was heard out of order after Section 5 Consent Calendar)

12.1 Labor negotiation (MOU) Pursuant to Government Code Section § 54957.6, conference updates and information between District negotiators and Local #4586 (BOD)

12.2 PFPD Chief Contract Provisions Review (BOD)

13 RETURN TO OPEN SESSION at 6.53 p.m.

14 REPORT UPON RETURN FROM CLOSED SESSION- FIX THIS

14.1 In response to 12.1, still waiting on response from Union Representation

14.2 In response to 12.2, a review of the Chief's contract and provisions there in. Chief's review was performed and he has met all areas of job duties as written and has far exceeded in many areas. Pay increases were voted on as written in the Chief's contract retroactive to beginning of the physical year to step 2. Additionally Bonus as written in Chief's contract was approved in full.

15 AGENDA ITEMS FOR NEXT MONTH

New Business Citizen Recognition awards,

Old Business JOA 8.5, Policy Manual Update for Secretary Position, PFPD Yearend Report

15 ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR March 10, 2020 at 6 p.m.

Motion to Adjourn

(M/S) Jumper/Strangfield

Passed: 4/0

Meeting adjourned at 8.19 p.m.

Prepared by:


Joy Vierra, District Administrative Assistant

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Board Signature:


