

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

May 14, 2019 at 6PM

Marie Fitts - Board Chair, Eileen Strangfeld - Board Secretary

Ripley Howe - Vice Chair, Dave Pratt - Director, Jerry Jumper - 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: Strangfeld, Howe, Jumper, Fitts, Pratt

Absent: 0

PLEDGE OF ALLEGIANCE

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

2.1 ADOPTION OF AGENDA

Motion was made to adopt agenda as presented

(M/S) Howe/Jumper

Passed 5-0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

3.1 Oath of Office

Michael Stutts was given his Oath of Office by Chief Matthews.

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.

Tim Hinkle's Birthday was recognized

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

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the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

5.1 Minutes from Board Meeting December 11, 2018

Motion made to approve.

(M/S) Fitts/Strangfeld

Passed 3-2

Aye: Fitts, Pratt, Strangfeld

Abstention: Howe, Jumper

5.2 Minutes from Board Meeting March 14 , 2019

Motion made to approve.

(M/S) Howe/Strangfeld

Passed: 4-1

Aye: Howe, Strangfeld, Jumper, Pratt

Abstention: Fitts

5.3 Approval: payment of bills – green-sheets

Motion made to approve 5.3 Payment of bills-greensheets.

(M/S) Fitts/Jumper

Passed 5-0

6. MONTHLY/STANDING ACTIVITY REPORTS:

6.1 Administrative/Chiefs Report

April/May 2019 Chiefs Administrative Report

Updates:

1. **Reserve/Volunteer & QRT Programs:** EMS QRT; EMR program has 16 people enrolled, it looks like the training is going to be extended to the middle of June. Wildland Academy for our new QRTs has been completed, now we are moving onto driving/pumping (patrol units) and other district employee training. Recruit Reserve Volunteer Kyle is still on a leave of absence for FF I and II Academy. Currently recruiting for all volunteer positions.
2. **Auto aid/mutual aid:** Normal move-ups
3. **Annexation:** Chiefs have meet with some general conversation but not much going on at this point. Should be a letter in the newspaper regarding the divide consolidation. Fire Chiefs reported back to the Supervisors we are still working on a plan. Garden Valley letter to editor.
4. **Crews:** Jason Ortiz is now on C-shift; Scott Ramsey is the A-shift AIC Captain. They are still working on station and district projects, lots of new training, responding to calls for service.
5. **Administration:** Office still open from 9 to 2pm Tuesday thru Thursday, Joy is in office until 2:30 PM. Audit, budget and planning going on. Captains recruitment process still going on, now in back-grounds.
6. **EMS Program:** We will be utilizing PVFA funds.

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7. **Training programs:** We are still training crews on these SCBA's. Monthly training covers the following disciplines each month with different modules: EMS, Specialty Team, Wildland, Structural, Rescue, Safety, Policy Review, Public Education and other. Expanded scope training again, has been reschedule to later May due to instructor schedules. Reserve task book training and new employee training. UTV training was mostly completed in April. We will be focusing on safety training and safety issues. We are now a CE provider for PFPD and the County. We will be doing most of our EMS training in house. This should save us time and funds.
8. **Station 38 (Main)** Normal 24-7 manned station. Still moving forward with the PVFA on relocating the Historic Fire Engine to an area in front of the station, weeds are growing fast, we will be facing reservicing issues and repairs in 2019/2020 on rear drive area. Anti crush device on the bay doors have been installed, we will need to replace a motor this month on one of the doors (estimated 1K)
9. **Station 37 (OMO Ranch):** I will be reaching out to IDS regarding their project to remove supplies from the station, PVFA is reaching out to see if they can help them vacate quicker too. Ran into a wall on getting a 911 pre-dial phone at old pay phone spot, will try later next fiscal year.
10. **Station 35 (Grizzly):** Heater seems to be working, we will be cleaning the station and property in preparation for the opening of the station in June. Plan is a patrol and SUV response vehicles.
11. **Station 34 (Mt. Aukum)** PVFA still utilizing for storage, PG&E cleared several trees at 34.
12. **Station 32 (Sandridge)** Water Tender station, we will be working on water run-off and building maintenance this next fiscal year. Nothing to report.
13. **Station 31 (Willow)** We have one patrol (Rescue/Brush unit) at this station with command rig after 5PM. Lots of minor repairs.
14. **Facilities:**
 - **St. 31:** Still repairing woodpecker holes, drywall, flooring, entry cover and cabinets working with OES on Generator for Vault tower and station.
 - **St. 32** Minor rain water issues on east parking area, crew have temporarily fixed we will need to add better drainage this summer and motion lights.
 - **St. 34** Still need to fill holes in walls and soffits, will be adding motion lights.
 - **St. 35** Fix heater, minor repairs to walls/ceiling station prep for volunteer and vehicles. Adding motion lights and night light.
 - **St. 37** Repair holes in exterior walls, soffits and remove nest and add 911 phone.
 - **St. 38** Looking at repair concrete on eastside and we may need to reseal the asphalt soon, fencing repair needed and rock front. Replacing garage door motor.
 - **Administration Offices.** Will be adding exit lighting
15. **Staffing Information:** Station 38 minimum of two career with a maximum of four (two reserve one, reserve FF and one recruit reserve FF), St. 31 one career after 4:30pm, administration office Tue-Thu 0900-2PM (Joy in office 1300-1430), duty chief staffing during day M-S.
16. **Camino 911 center and Communications:** Nothing to report
17. **Water supply/Prevention/Planning:** No VHR inspections assigned at this point, vegetation enforcement programs has been approved by the BOS.
18. **Communications:** Nothing to report

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19. **Unusual Occurrences/Injuries:** MSA Thermal Imaging Camera is still missing, I am still investigating, we have purchased a used replacement, it's an upgrade from previous model. OSHA complaints have been addressed and unfounded by OSHA.
20. **Training Conducted:** New hire training, EMS/Fire/Rescue training. EMR training for QRT EMS programs, wildland academy finishing up (40 Hours).
21. **Projects:** Captains recruitment, we had 12 candidates, after the first review we narrowed it down and took 6 to the testing process. We now have 3 individuals going through back-ground checks and review. We have one open position and another coming in mid June. WL QRT recruitment is still open. Health and Safety Fair June 1, 2019. Grizzly Flats Omo Ranch and Somerset/Fairplay Fire Safety Counsel. I will be meeting with groups from GF, OMO Ranch and Somerset on district sustainability. Budget!!
22. **Fleet Issues:** EMS QRT vehicles will need lights and radio. UTV being complete for in-service training in March/April. E32 has a power steering leak, parts being fabricated.
23. **Office:** office hours Tue-Thu 0900 to 1400 closed Fridays, however Admin Assistant will be working beyond the hours Tue-Thu assisting in prevention and fire & life safety. I am in and out M-F
24. **Grants:** Nothing to report, submitted Cal Fire Volunteer Grant will hear back in August. Still waiting to hear from SAFER grants.
25. **Public education:** Going strong Kara and Crews have been in the schools a bunch in April/May. This includes all of the Pioneer School district schools and I have been up at IDS. Her Life Safety programs have been welcomed by the teachers and schools. She will be working with the Senior group soon. Crews are conducting Blood Pressure Checks every 2nd Wed and 4th Wed of the month at Pioneer Park from **11:45AM to 12:15PM.** Working with Health and Safety fair group. Working with GF & OES on evacuation program, prevention to programs along with Cal Fire and other agencies. Kara is working on Smoke detector program with GF
26. **VHR:** Nothing to report.
27. **Vegetation Enforcement Program:** Waiting to hear from County
28. **SPI Contract:** We were on one short-term deployment in May.
29. **Alarm/Call Information: 2/1/2019 to 3/1/3019**
- Fires calls
- | | |
|-------------------------------|------------------|
| Vegetation | 01 |
| Structure | 02 |
| Other (car/trash/misc.) | 01 |
| <u>Total</u> | <u>03</u> |
| EMS/Rescue/MVA | 37 |
| Haz-Conditions | 02 |
| Service calls | 12 |
| Good intent/False calls/other | 03 |
| <u>Total</u> | <u>58</u> |
30. **Community Meetings and Groups:** Continue to meet with OMO Ranch Fire Safe council, GFFSC & Mt. Aukum/Fairplay. Potentially Sandridge maybe meeting soon to revamp their FSC. We

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are organizing sustainability groups from the GF, OR, MF and PVFA. The goal is to address, fiscal impacts and insurance issues in our district (staffing levels too). Meeting with Pioneer school district and with Indian Diggings. Will be attending senior lunch in May

31. **Volunteer recruitment:** Working on the following programs: Wildland QRT and Volunteer FF, Water Tender/Apparatus operator Volunteer.
32. **JPA & Meetings:** Attended when possible EDFC, JPA financial, EDFO, and LAFCO when possible.
33. **PVFA:** Working on located antique PFPD/PVFA engine to station 38 for display.

Mark S. Matthews

Fire Chief

Discussion took place related to Station 38 being a safe baby drop off place, and how the administration/shifts could be accessed if someone was to drop off a baby after hours.

Clarification to #27 re the Vegetation Enforcement Program. At this time we are leaving 4291 concerns to the fire safe counsels to do education and call for enforcement.

6.2 Local #4586
No Report

6.3 PVFA
Successful Easter egg hunt and pancake breakfast. The Health and safety fair is coming up June 1st, and the PVFA is hosting the pancake breakfast for the community. PVFA will not be doing Music in the Park this year, but the PVFA will be supporting the Amarado Summer Festival event June 29 2019.

6.4 Financial
Financials were reviewed by the Chief.

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 Vehicle Replacement
Still On Order

7.2 GF Flat Type 6 lease/purchase option
Worked out a purchase 50% to be paid this FY and 50% to be paid next FY. Crab Banquet funds will be used to make this payment.

7.3 Training Officer Position
7.3 was heard out of order after Closed Session 12.1&12.2
The Chief provided an overview of Training Officer Position job description and costs to create and maintain the position. Ad hoc committee members outlined the

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positive aspects of adding this position and potential funds saved from paying out overtime.

Motion made to move forward with recruiting and hiring a training officer to start in FY 2019-2020.

(M/S) Strangfeld/Fitts

Passed 5-0

7.4 OSHA Update

All Areas have been addressed and the department has been found to be compliant.

New Business was tabled until after 12.1 and 12.2

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 Measure F Increase

Chief discussed the issue of the JPA wanting to vote out the non-transporting agencies in having a decision in the ambulance. The \$5000.00 per year that has been received for medical reimbursements restocking for medical calls has been discontinued moving forward next year. We will need to be restocking off the medic units. No motion made

8.2 Budget Increase

A slide show was presented by the Chief outlining the current budget figures and projections. Vacation accruals and the costs to the district was brought to the forefront related to payouts when employees leave. New Training Officers Position was discussed

8.3 Appropriations Limitations for FY 2019/2020

This will appear on the June Agenda.

8.4 FY 2019/2020 Budget

Budget will be on the June Agenda

8.5 Board Chair Resignation-Potential Election of New Board Chair

8.5 was heard out of order after 12.1 & 12.3 Closed Session

Board Chair Dave Pratt provided his resignation as Board Chair and stepped down as Chair. Thanks were provided by all board members for his service.

Eileen Strangfeld nominated Marie Fitts to serve out the rest of the year as the new Board Chair. Jerry Jumper seconded the nomination.

Passed 5-0

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

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10. GOOD OF THE ORDER

- 10.1 July 20th Grizzly Flats Fire Safe Counsel annual BBQ fundraiser. Tickets are \$15.00 for adults and \$10.00 for children
- 10.2 Omo Ranch Fire Safe Counsel is having their 1st annual Hot Dog Social June 22nd
Location TBA
- 10.3 There is no MOU in place for station 37 regarding Indian Diggins School
- 10.4 Eileen Strangfeld is on the commission for ageing and shared that the meal site at Pioneer Park is scheduled to close the end of May. There are 5 meal sites and only 3 cooks. They need people to apply to prepare meals. Eileen brought to our board of supervisor District II-Shiva Frentzen the idea of making the Pioneer Park serve as a cooling site for the summer.

11. UPCOMING CALENDAR OF EVENTS:

- 11.1 Amarado summer festival will be held June 29th
- 11.2 Health and Safety Fair is June 1st at Pioneer School
- 11.3 Grizzly Pub and Grub is donating 10% of its proceeds to the PVFA/PFPD You have to say you are there to support the Fire dept
- 11.4 GF Tabletop May 3rd
- 11.5 All of May Grizzly Pub & Grub fundraiser for PFPD/PVFA

12. CLOSED SESSION

Woods Claim Update (closed session with attorney)

- 12.1 Anticipated Litigation Case # PC20190038 Katherine Wood VS Pioneer Fire Protection District (Significant exposure to litigation pursuant to Gov't. Code Section 54956.9(d)(2) or (3). Update from attorney via conference call.
- ~~12.2 Possible exposure to litigation (1 matter) pursuant to Government Code Section 54956.9(d) (2). Facts and circumstances that might result in litigation need not be disclosed. Conference call from attorney regarding potential appeals.~~
- 12.3 Labor negotiation (MOU) Pursuant to Government Code Section 54957.6, conference updates and information between District negotiators and Local #4586

13. RETURN TO OPEN SESSION

Returned from closed session at

14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

Nothing to report out, took no action on any items.

15. ITEMS FOR NEXT MONTHS AGENDA

1. 7.1 Vehicle Replacement
2. 7.3 Training Officer Position
3. 8.3 Appropriations Limitations for FY 2019/2020 as New Business
4. 8.4 FY 2019/2020 Budget
5. Swearing in of Marie Fitts as new Board Chair

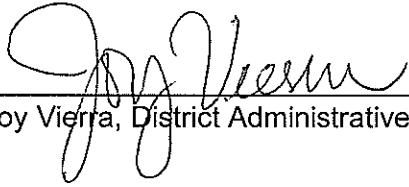
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16. ADJORNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday June 11, 2019 at 6 p.m.

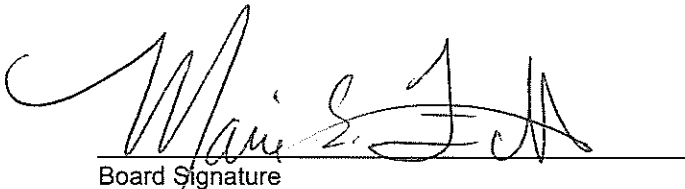
Motion to adjourn
(M/S) Strangfeld/Jumper
Meeting adjourned at 8:40 PM
Passed 5-0

Prepared by:



Joy Vierra, District Administrative Assistant

The Pioneer Fire Protection District ("District"), in complying with the Americans with Disabilities Act ("ADA"), requests individuals who require special accommodations to access, attend and/or participate in District board meetings due to a disability, may be requested by calling (530) 622-4444 no later than 72 hours in advance of the scheduled meeting time. In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at 7061 Mount Aukum Road, Somerset, California. In addition, if you would like a copy of any record related to an item on the agenda, please contact the District Administrative Assistant at (530) 620-4444. Station 38 has disabled access and facilities. All Board meeting are recorded. Office hours Tuesday through Thursday 9am to 1pm.



Board Signature

Note: All Board meetings are recorded. The agenda is available on the District's web site (www.pioneerfire.org) and the full agenda packet may be viewed at the District's main office, Station 38, 7061 Mount Aukum Road, Somerset between 9am and 1pm, Tuesday through Thursday. Station 38 has disabled access and facilities.