

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Board Meeting

August 11 2020 at 6 p.m.

Jerry Jumper - Board Chair, Marie Fitts - Vice Chair,
Judy Hobson - Director, Michael Irish – Director, Randy Rossi - 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 August 11, 2020 6:00 PM meeting will be conducted via Teleconference only. Members of the public may call in during the meeting. Members of the public wishing to attend the meeting must email admin@pioneerfire.org or call 530 620-4444 to receive the Participate Phone Number and the Meeting ID Number prior to the start of the meeting. These meetings will be conducted pursuant to the provisions of California Executive Order N29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing the public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

MINUTES

1. CALL TO ORDER and DETERMINATION OF QUORUM

1.1 Roll Call

Present: Hobson, Irish, Rossi, Jumper

Absent: Fitts

Administrative Staff Present: Chief Matthews, Joy Vierra AA,

Audience in attendance: Dan & Lynette Dywer, John Shcwitalla, Julie Wynia, Paul Schaffer

1.2 Pledge of Allegiance

2. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

Captain Ramsey celebrated his 3 year Anniversary with the District. We have 2 new Firefighter hires, Jeremiah Walsh and Tony Pedro

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 Administrative Assistant recommends the board approve the Minutes from Regular Board Meeting July 14, 2020, and Special Board Meeting July 26, 2020

3.2 Administration recommends the board approve: payment of bills – green sheets

Motion to Adopt the Agenda and Approval of Consent Calendar 3.1 & 3.2,

(M/S) Irish/Hobson

Ayes: Irish, Rossi, Hobson, Jumper

Nays: 0

Abstain: 0

Absent: Fitts

Passed 4/0

4. PUBLIC COMMENT (OPEN FORUM)

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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. MONTHLY/STANDING ACTIVITY REPORTS AND COMMITTEE REPORTS

5.1 July/August Administrative/Chief's Report (Chief)

Administration:

Hiring – Jeremiah Walsh and Anthony Pedro have been hired as FF-EMT

Budgeting/Financial sustainability/Purchasing – We are looking at 0% revenue short fall. Operational expenditures short fall of 0% only, we should be able to put some funds in revenues.

Updates – Administrative facility still closed to the public and personnel

Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & SV's. BC Stutts should has a few new SV's coming. Beginning social training.

Communications – We will need to purchase 4 vehicle computers and AV License by September.

Amador/Pioneer – We are running shared resource crews (1 from each agency) at St. 123, on Fri, Sat and Sun 0800-2000 (peak time). Working on several other joint collaborations

Investigations – None at this time.

Grants and donations – 6 grants filed waiting to hear back from FEMA, State and Cal Foundation

Fire & Life Safety Division Public Ed & Cost Recovery (PE, Garrett):

Newsletter

July newsletter is completed and is posted on our website under Public Education

August Newsletter is currently being worked on by Kara with the assistance of Meg Edlund.

Facebook and Messaging:

Joy will be training Kara and Meg on how to update the website directly within the next couple of weeks. This will most likely happen in mid-August Kara will take over updating the Reader Board signs due to directive regarding COVID to eliminate the need for Meg to physically come to the station.

Kara has placed the first fire safe council requesting a message at the 4 corners reader board which is for the Omo Ranch meeting Saturday.

The reader board messages for the next few months are listed below:

7/20-8/3 at Station 38:	7/20-8/3 at 4 Corners Reader Board	8/3 - 8/17
Seat Belts	Omo Ranch Fire Safe Council	Please Continue To
Save Lives	July 25th 9 AM Indian Diggings School	Drive Slowly In School Zones
	Social Distance and Bring Chair	Children May Be Present
8/17 - 8/31:		
Stay Off Your Phone		
While Driving		
Eliminate Distractions		

Programs:

Helmet Distribution program is on hold but I am looking at ways to get grants to have helmets donated. Kara will be reaching out to Target in Placerville to request donations. Kara will also be requesting car seats for a car seat program as well as life jackets. She has not heard anything from Dept of Boating and Water Ways regarding the life jacket donation

Vegetation Management Program update:

Meetings were moved to Wednesdays in the Afternoon and as a result of this I have not been able to attend the meetings. No self-inspection forms have been received to date. Kara is trying to find a defensible space course that is held through

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Cal Fire and Kara is not having any luck. Kara will keep looking. Kara is currently going through the OSFM Inspector 1A - 1C courses in August and September and she is hoping to open the Inspector 1 task book by the end of the year by having the following completed:

- Fire Inspector 1A: Duties and Administration
- Fire Inspector 1B: Fire and Life Safety
- Fire Inspector 1C: Field Inspection
- Fire Inspector 1D: Field Inspection - California Specific
- Haz Mat First Responder Awareness

In addition, Kara will be taking her instructor I course in late August.

Future programs after others are established:

Life Jacket Loaner program and car seat check appointments.

Summary of EMS Cost Recovery is listed below:

26 Andres Billing sheets sent as of July 6, 2020.
As of July 9, 2020, \$7,72.62 pending in Andres Billing pending bills.
Received \$1,738.38
12 PFPD billing - working on sending invoices, Goal is August 10.
60 Pending Andres Billing.

Classes Being Taught:

First day of school will be August 10th for Pioneer Union School District, Indian Diggings is unknown.

All classes were cancelled that were proposed for April and May due to COVID.

Completing American Heart Association BLS Instructor course with Stutts to be able to certify through the AHA once completed. CPR and First Aid classes will begin being taught when it is allowable to teach classes in groups again. This is still pending.

Grant information:

Pending Fire Prevention and Safety Grant 2020 through FEMA to possibly fund new Community Risk Reduction position.

Administration Office/Fire & Life Safety Division Prevention (Vierra/Matthews):

(Vierra)

Fire Cost Recovery

Approx. 1 hour

HR Hiring Process (Covid 19 WC)

Approx. 7 hours spent on HR & hiring process

Payroll

Approx. 10 hours on payroll

Vegetation Ordinance Inspections

3 separate complaints were received by phone

Plans Review & Inspections

Approx. 12 hours spent on Building permits plan reviews and invoicing.

Walk In

Closed to Due to Covid

Bills /Invoices/ PO's

Approx. 17.5 hours spent on Paying Bills

Board Meeting Prep (elections and new members)

Approx. 8 hours Board meeting prep

Website (IT/emails issues)

Approx. 1.5 hours

Burn Permits

No burn permits being issued form the office

Phone

35 phone call received.

09 Voice mail Messages received

VHR Inspections None

Training Division

Total Training hours completed by shifts

A Shift	7.5
B Shift	28.75

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C Shift 39

Station 38 (main station personnel)

Training:

- Crews have conducted over 20 hours of COVID 19 training and preparation.
- Crews have completed the Wildland basic 40-hour training for SVFF Eymann
- Crews have continued training SVFF's in task book assignments.
- Crews have begun training on the P-16 power hawk Cutter/spreaders
- Crews conducted 5 hours of training in Pine Grove with AFPD personnel

Activities:

Public education and outreach have been limited due to the COVID 19 pandemic.

Operations:

- Crews are continuing to perform yard maintenance around all the stations.
- Crews have been working on the new generator systems for station 38, 37 and 35

Station 37 (Omo Ranch)

Training:

- QRT's at station 37 conducted 10 Hours of training this month that included apparatus Familiarization, Emergency Medical, Wildland Firefighting and COVID 19 protocols.

Calls/Runs:

QRT's at station 37 responded to the following calls:

- 1 move up and cover assignment
- 1 medical aid/EMS rescue

Station 36 (Leoni Meadows)

Chris Pappas is available in 36 and 35 area, waiting to covid to settle down for LM training

Station 35 (Grizzly Flats)

Training:

QRT's at station 35 conducted online training covering COVID 19 protocols. Formal training will resume for the Month of August

Activities:

No activities to report for this Month.

Calls/Runs:

QRT's at station 35 responded to the following calls:

- 1 agency assist with EDSO
- 1 Medical aid call

Station 34 (Mt. Aukum)

Storage

Station 34 (Sub Station/Mt. Aukum Mall)

Open and being used when station 123 move ups and covers south district

Station 32 (Sandridge)

No activity, stowing apparatus

Station 31 (Willow)

Duty response station

Station 123 (Fiddletown AFPD/PFPD) Currently staffed Friday, Saturday and Sunday 0800-2000.

Training:

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Joint training and have trained at 122 Plymouth and 38 resume for the Month of August

Activities:

No activities to report for this Month. Working jointly to develop

Calls/Runs:

8-10 move ups to 34

6 move ups to 38

7 calls (responding while covering PFPD or coming from 123)

BC Stutts (8603)

Has been spending an average of 40+ hours at station 38 administration building. He is currently living in the Station 35 Office/Residence. He has spent approximately 50+ hours week repairing the house and moving his personal items into the home. He in station 35 office on Tuesday, Wednesday, and Thursday from 1-5pm. Training and education accounts for 50% of his total hours for the month, he has been creating and checking in all the COVID 19 protocols and training for the Month of June which total approx. 30+ hours. Training of the QRT's has been limited due to the COVID 19 issue, yet will resume once given the All clear. Public contact has been limited due to the COVID 19 issue. New incoming Volunteer training will resume next month with the County Training Officers and Chief Officer Association approving the County EMR medical training program. All Training will be done with COVID 19 protocols and social distancing guidelines in place.

Facilities, Apparatus, PVFA & More

Facility and Equipment repairs – Station 38 generators project should be completed in August. Permits have been obtained. Once the generator at 38 projects is complete, we will be completing the generator projects at Station 37 and 35. We have obtained a homeland grant to provide a generator at station 31 and the tone 14 tower. This should get started in September. Station 35 house repairs on going, and several minor repair projects ongoing. Water tank project at Station 34 and 32. Applying for a grant to purchase water supply pumps.

Projects completed

Radio charger P31	UTV Stokes basket straps
E38 check engine light	Shed loos wood repairs
Worked on ice machines	Searched repair services for ice machine
Worked on well pump pressure switch	

EMS (Emergency Medical Service)

Zoll monitor back in service and on the first-out engine
Developing new list of out dated medications that need replacing.
Tracking of supplies

SCBA/Fit Test (Self Contain Breathing Apparatus)

Working with BC Stutts to see if AFD can fill cylinders and do fit testing

TRT (Technical Rescue Team)

Starting to put together supplies for rope system on UTV. Still waiting on some parts, but the system is mostly built Developing list for outdated equipment on engines and pricing for new equipment

Misc/Electrical

Finally got the permit! Electrical install is finished except the Admin transfer switch. I have to wait until the generators are actually running to complete this part.

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Troubleshoot multiple reports of FH not working because of the wireless connection to the main server. I'd like to move FH data back-up to Capt's office to eliminate this problem.

Continue on shoreline power for the App Bay.

Fix Misc electrical issues at 38 and 32

Apparatus – E32 estimated repairs at 4K and it will be sent to Burtons soon. E338 had to be towed recently from South Lake Tahoe. It may or may not have blown the head gasket after returning from a deployment. E335 pump rod broken, will be repaired soon. BC Stutts had electrical components failure and was repaired for just under 500.00 and is now back in service.

Fleet

U-38	Repairs Made: Nothing to report
	Repairs needed: Parking brake not working correctly Has a funny sound in the rear end
8603	Repairs Needed: Computer part replaced at Neils
E338	Repairs Made: Has a significant overheating issue. It was towed to Riverview International. When engine was returning from the shop it blew the lower coolant hose off. The clamp was fixed and coolant added.
	Repairs Needed: Need to pull cross lay cover off and have a new strap stitched into it Needs a ¼ " running light. Pressure to volume actuator still not operating correctly
UTV	Repairs: Installed two to grab handles on roll cage. Found battery dead. Charged battery ran UTV for extended time and have checked daily since
E32	Repairs needed: Replace cab mounting bushings Rebuild cab lift rams Have front end inspected for clunking sounds Replace heat shield under the cab Fix melted wires above the turbo Possibly replace front shocks Scheduled to go to Burtons estimated repairs \$4,000.00
E38	Repairs made: Full service completed (oil change, fuel, coolant filters change, greased)
	Repairs needed:
Wt-38	Repairs needed: Lock for back box needs to be replaced Chief Stutts has the broken one Half of the light bar is not working. 3 hours spent diagnosing only able to To get the back rotators to work
	Repairs Made:

Equipment/Radios

Updating frequency tones

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Fuel Costs

May - Grays Market \$603.25/Mt. Aukum Store \$ 88.73

Hunt & Sons

Bulk Fuel \$ 1014.67

PVFA Has given us the funds to purchase year one of the AV license \$3,800.00 plus

Unusual Occurrences/Injuries:

Internal Covid 19 issues relating to time loss and we need to continue with keeping the office closed to public contact and meetings. We have been concerned with the reopening and we are seeing the fallback. Resignation of fire fighter.

APD/PFD:

Joint Operations at Station 123. We are currently working on joint training and prevention activities. We have seen positive results during the coverage times. We have been able to move up and cover our district with 123 crews while E38 is committed on calls, in addition they have responded to calls while covering PFPD. We will be conducting joint training with crews in August and we will be utilizing 123 crews to move up and cover while 38 crews train at Station 19 (Pleasant valley) or Station 122 (Plymouth)

We are working together on several other collaborations sharing resources to conduct Fire and Life Safety inspections, prevention and public education. In addition, deployment and personnel sharing resources.

July 2020

Veg Fire	Structure Fire	Other Fires	Traffic Collisions	Medical	Good intent	Public Service/other	False	Total
4	1	5	3	36	8	18	4	79

Total hours on calls

A Shift 23

B Shift 36

C Shift 18

Move up and cover (not equated in call hours)

Station 19 16 to 20 (us covering)

Station 123 20 plus

Mark S. Matthews

Fire Chief

5.2 Local #4586

John Schwitalla acting president from the local 4586, nothing to report at this time.

5.3 PVFA

PVFA had a meeting related to future events. They are proceeding like they will be having the Crab banquets. More decisions will be made closer to October if they will be able to hold them this year or not. On the 29th of August the PVFA is planning on having a moving day moving stuff from Station 34 to the Grange across the street. Also looking at fire and Wine event and if and when that will take place.

5.4 Financial (Chief)

Chief gave an update on financials

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Chief gave an update on financials

5.5 District Name Change

Director Jumper stated the Ad-Hoc Committee has not had a chance to meet

6. 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)

6.1 Board Officer's Secretary Position (BOD)

Director Irish made a nominated Judy Hobson for the secretary position

Ayes: Irish, Rossi, Hobson, Jumper

Nays: 0

Abstain: 0

Absent: Fitts

Passed 4/0

6.2 Water Tender Update(Chief)

Looking at a delivery date of December

6.3 Vehicle Purchase Update (Chief)

Should be here in October or November

6.4 Response to Grand Jury Report Update (Chief)

Chief gave an update

6.5 Measure F (Vierra)

A trip was made by Admin Vierra on August 4th to the county to download needed information for Measure F report.

7. 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. CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

Nothing to report

9. GOOD OF THE ORDER

Will be removing Good of the Order line item for future board meetings

10. UPCOMING CALENDAR OF EVENTS

Director Rossi reported that November is when the Fire and Wine events are usually held in November.

11. CLOSED SESSION - started at 6:43

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

11.2 Security Pursuant to Government Code Section § 54957 (a) matters posing a threat to public services or facilities (standing closed session) for COVID 19

11.3 Anticipated Case # PC20190038 Katherine Wood VS Pioneer Fire Protection District (Significant Exposure to Litigation) pursuant to Government Code Section § 54956.9 (d) (2) or (3). Update correspondence from attorney

12. RETURN TO OPEN SESSION at 6:57

Report out form Closed Session

Nothing new to report out

13. Roll Call return form Closed Session to Conference call

Irish, Hobson, Rossi, Jumper, Chief Matthews, Admin Vierra, Dan and Lynette Dwyer Paul Schaffer, & Julie Wynia

14. AGENDA ITEMS FOR NEXT MONTH

Measure F

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15. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday July 14 2020 at 6 p.m.

Motion to Adjourn

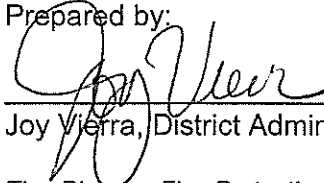
(M/S) Rossi/Hobson

Passed: 4/0

Absent: 0

Meeting adjourned at 6:59 p.m.

Prepared by:



Joy Vieira, 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 3pm.

Board Signature

