

MINUTES
Pioneer Fire Protection District
Special Board Meeting
Tuesday, July 17, 2018 – 6:00PM
7061 Mount Aukum Rd., Somerset CA 95684

Welcome to the Pioneer Fire Protection District Board Meeting. The Chairman of the Board of Directors will invite your comments regarding any item listed on our open session agenda. The Chairman may request that comments be limited to three (3) minutes for any item not listed on the agenda. The Brown Act prohibits the Fire Board from taking any action not listed on the agenda.

1.0 CALL TO ORDER

Roll Call

Directors Present: Fitts, Strangfeld, Dayton, Pratt

Salute to Flag

Adoption of Agenda

(M/S) Strangfeld/Fitts

Passed 4-0

2.0 PUBLIC COMMENT OTHER THAN AGENDA ITEMS

3.0 CONSENT CALENDAR

3.1 Minutes from Board Meeting June 12, 2018

3.2 Minutes from Board Meeting June 26, 2018

3.3 Minutes from Board Meeting June 28, 2018

3.4 Board approval of payment of bills – Copy of greensheets attached

Motion made to adopt Consent Calendar 3.1-3.4

(M/S) Strangfeld/Fitts

Passed 3-0

Abstention: Dayton

4.0 ITEMS REMOVED FROM CONSENT CALENDAR

5.0 UNFINISHED BUSINESS

5.1 Interview Applicants for Open Board Position

- Motion and Roll Call Vote to Appoint Board Member
- Swearing in of new Board Member

No applications were received. The 60 day time frame to appoint has passed. Any applications received from this point forward will be forwarded to the Board of Supervisors.

6.0 NEW BUSINESS

6.1 Swearing in of Chief Mark Matthews

Chief Mark Matthews was sworn in by Director Dave Pratt.

6.2 Conflict of Interest

Discussion on whether or not to change Conflict of Interest Code

Motion to accept the existing Conflict of Interest Form

(M/S) Fitts/Dayton

Passed 4-0

6.3 Election Resolution – Forms Necessary for Consolidated Election November 6, 2018

2 Full Term Board Members to be elected and will expire on 12/04/2022

Appointed Incumbents Phillip Dayton, Marie Fitts

2 Unexpired Short Term to Expire 12/04/2020

Appointed Incumbent Eileen Strangfeld and Vacant

Action: Motion and Roll Call Vote to Approve Resolution 3-2018

Motion to adopt Resolution 3-2018

(M/S) Dayton / Fitts,

Roll Call Vote

Ayes: 4 Dayton, Fitts, Strangfeld, Fitts, Pratt

Abstain: 0

Noes: 0

Passed 4-0

6.4 Closed session pursuant to Government Code Section 54957.6 Conference with labor negotiators regarding MOU negotiations with Pioneer Union International Association of Firefighters Local #4586.

Nothing to report out.

7.0 STANDING REPORTS

7.1 Chief's Report

Updates:

1. **Reserve/Volunteer program:** Two new reserves Tyler and Sierra started this month and are currently completing their required district orientation and training
2. **Wildland deployment:** We have had minor activity within the county but no out of county deployments
3. **Auto aid/mutual aid:** Working together well, I will be meeting soon with US forest service and Cal Fire and our County Emergency services providers and neighbors
4. **Annexation:** None to report
5. **Crews:** Vacation season for several of our staff, we seem to have everything covered, nothing further to report
6. **Administration:** Joy has been working frantically catching up on office items, and updating me on district responsibility's. We have made our way to the county offices and she will be letting me fly on my own soon.
7. **EMS Program:** I have been approached by several community members asking questions regarding an EMS program. I have met with the county EMS director and the doctor. We will be scheduling meetings in the future.
8. **Training programs:** We are currently reevaluating the districts training and programs, I will have more to report in August.
9. **Station 38 (Main)**
10. **Station 37 (OMO Ranch):** School is still utilizing facility for storage, water supply functioning
11. **Station 35 (Grizzly):** We have one engine at this station, man door was fixed but the main OH door is OOS (can open from inside manually)
12. **Station 34 (Mt. Aukum)** PVFA still utilizing for storage
13. **Station 32 (Sandridge)** We have our water-tender at this station along with PVFA Historic Engine, man door is OOS
14. **Station 31 (Willow)** We have one patrol (Rescue/Brush unit) at this station with command rig after 5PM. HVAC/AC unit OOS. Back porch repaired, OH door is now functioning properly and we purchased a 3 in 1 printer replacing the non-functioning printer.
15. **Facilities:**
 - **St. 31:** Kitchen sink is leaking, garbage disposal frozen not working, woodpecker damage to exterior of building (will be working with PVFA on future repair) two damaged windows need replacing in future. AC unit will be worked on this week
 - **St. 32** Man door is damaged beyond repair, will need to be replaced soon
 - **St. 35** OH door will be worked on this week, we will need to replace open ceiling that was damaged during installation of OH door and door expansion
 - **St. 38** We will be conducting a safety walk through in August with the Captains and crews
 - **Administration** Again we will be conducting a safety walk through in August with staff
16. **Staffing Information:** St. 38 minimum of two career with a maximum of 4 (two reserve during peak fire season, St. 31 one career after 5pm, administration office Tue-Thu 0900-1PM, duty chief staffing during day M-F.
17. **Camino 911 center and Communications:** No updates
18. **Water supply:** A few applications have been reviewed for personal residential water supply
19. **Communications:** Nothing to report
20. **Unusual Occurrences/Injuries:** Nothing to report
21. **Training Conducted:** We are currently focusing on EMS and Wildland. And new employee training.
22. **Projects:** Reviewing EOP's, AOP's, Information sheets, and Policy and Procedures manuals. ISO and Annexation on the radar for the next few months, however budget prep will be taking up my time. Station Training and Task books.
23. **Fleet Issues:** Nothing major to report cross your fingers

- 24. **Office:** office hours Tue-Thu 0900 to 1300 closed Fridays I am in and out M-F
- 25. **Schools:** Schools are out until August 9th, I will be meeting with their staff in July/August.
- 26. **Grants:** Nothing to report
- 27. **Public education** We will be participating in back to school in August, I will be meeting with captains to come up with a game plan for our first quarter.
- 28. **Alarm/Call Information:** No major events in our district
- 29. **Community Meetings and Groups:** I have attended the Grizzly Flats Fire Safety Council meeting for July, and plan on attending the July 21, FSC BBQ. I plan on meeting with their public education person in July/August. In July/August, I plan on meeting with local community groups, businesses and schools

Chief
Mark S. Matthews

7.2 Report for Firefighter's Local #4586

The local is happy to welcome new chief, Mark Matthews. The local is looking forward to wrapping up the union contract. It has been a long 3 ½ - 4 years of negotiations and they would like to get that taken care of as soon as possible.

7.3 Report from PVFA

PVFA will be bringing the Crab Banquets back this year. They had a lot of new people step up to take jobs. Planning on doing 2 banquets in January. Still planning on trying to do Fire and Wine in the future as well.

7.4 Financials

Pioneer Fire crews have gone to considerable lengths to be frugal and save the department money.

8.0 AGENDA ITEMS FOR NEXT MONTH

Interview Applicants for Open Board Position and recommend and forward packets to the Board of Supervisors.

Review Board Policies and Procedures Manuel

Developing and reviewing the Districts HR Policies, SOP's and By-laws

FY 2018-2019 Budget Review and Discussion

9.0 FINAL COMMENTS BY DIRECTORS

Welcome to Chief Mark Matthews

10.0 ADJOURN MEETING

(M/S) Dayton/Fits

Passed 4-0

Meeting Adjourned at 7:00pm



Board Signature

Note: All Board meetings are recorded. That 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.