

MINUTES
Pioneer Fire Protection District
Board Meeting
Tuesday, December 11, 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: Strangfeld, Fitts, Dayton, Pratt

Salute to Flag

Adoption of Agenda

(M/S) Strangfeld/Fitts

Passed 4-0

2.0 PUBLIC COMMENT OTHER THAN AGENDA ITEMS

Suggestion was made to move the Closed Sessions to after the Standing Reports.

Motion made to move item 6.4 & 6.5 to after the Standing Reports

(M/S) Strangfeld/Fitts

Passed 4-0

3.0 CONSENT CALENDAR

3.1 Minutes from Board Meeting November 13, 2018

3.2 Board approval of payment of bills – Copy of Greensheets attached

Motion to approve Minutes from November 13, 2018

(M/S) Fitts/Strangfeld

Abstain: Dayton

Passed 3-0

Motion to approve payment of bills – Copies of Greensheets,

(M/S) Dayton/Fitts

Passed 4-0

4.0 ITEMS REMOVED FROM CONSENT CALENDAR

5.0 UNFINISHED BUSINESS

5.1 Employee Oath of Office

No Oath of Office to administer tonight, will be moved forward to January

5.2 Review Board Policies and Procedures Manual

A date has been set to meet, item will carry over to January

5.3 Contractual agreement with SPI (fire stand-by), discussion and potential action

Chief reported that there are issues with subrogation that SPI is asking for that FASIS (our workman's comp company) is not willing to provide.

5.4 Consolidation Annexation group update

Chief provided an update. The County sent an email regarding consolidation which is open to all districts. We need 2 representatives to attend. Director Fitts and Pratt are on the Ad-Hoc committee and will attend any county meetings.

5.5 Vehicle Lease (discussion and potential action)

Chief gave an update that there is a hold up due to transferring the title for the lease and exempt status for registration. Chief will need to go to DMV with Mr. Shaffer to get the title and paperwork in order. There may be fees involved, if they are excessive the chief will bring them before the board.

6.0 NEW BUSINESS

6.1 New Board Member Oath of Office

Eileen Strangfeld, Marie Fitts, and Gerald Jumper were sworn in as new Board Members. Ripley Howe will be sworn in in January.

6.2 Vehicle Replacement (discussion and potential action)

Chief discussed the options for the purchase of a new Command Vehicle. Pros and cons of Dodge, Ford and Chevy models of an SUV and or Pick up were presented along with possible bids. Item will be carried forward to January

6.3 Potential Capital Projects (discussion and potential action)

Chief discussed potential capital projects along with grants being worked on, as well as cooperation with other agencies to address some of the district's needs. An update was given on two projects in process. The first is fixing the leaking roof of the engine bay; anticipated cost is \$5,000.00. The second project is fixing the barracks restroom. We have secured a bid and the repairs are expected to be completed in January.

6.4 Closed Session CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Significant exposure to litigation pursuant to Gov't. Code section 54956.9(d)(2) or (3).

Number of potential cases: one.

Nothing to Report Out

6.5 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.

Discussed recommendations from the legal counsel and will be reaching out to the union negotiation team shortly.

7.0 STANDING REPORTS

7.0 Standing reports were heard out -of -order before 6.4 & 6.5

7.1 Chief's Report

November /December 2018 Chief's Administrative Report

Updates:

1. **Reserve/Volunteer program:** Kyle is still off on an injury. Wildland QRT (Quick Response Team) recruiting has been open since November 1, 2018 and EMS QRT recruitment open November 6, 2018, slowly receiving applications. Water Tender Volunteer recruitment is on our radar.
2. **Wildland deployment:** Nothing to report
3. **Auto aid/mutual aid:** 6 move ups in November, assisted on 2 working structure fires
4. **Annexation:** None to report

5. **Crews:** The Crews have been working on station and district projects, training new personnel and responding to calls for service.
6. **Administration:** Joy and I have been busy updating programs, policies and procedures. Office still open from 9 to 1pm Tuesday thru Thursday, Joy is in office until 2:30 PM.
7. **EMS Program:** Grizzly QRT program vehicle goes to Board of Supervisor for approval December 15th, mobile radios and a few portable radios secured from JPA, County and CAL FIRE. Currently recruiting for EMR and EMTs, applications slowly coming in. I have met with a county approved trainer who will be conducting the EMR training.
8. **Training programs:** Monthly Training program is in effect we cover the following disciplines each month with different modules: EMS, Specialty Team, Wildland, Structural, Rescue, Safety, Policy Review, Public Education and other. Still working on training for our expanded scope (allowing our EMTs to do more skills). EMS QRT EMR instructor lined up for the response program, Wildland ORT response program sometime in January continuing to refine our reserve and volunteer FF programs.
9. **Station 38 (Main)** Normal 24-7 manned station. Still waiting for quotes regarding the leaks in the engine bay ceiling. Working with PVFA on relocating the Historic Fire Engine to an area in front of the station. Will be repairing leak in living quarters RR in Dec/Jan.
10. **Station 37 (OMO Ranch):** Still working with Indian Diggins School to open up at least 50% of station for our apparatus. They are working towards a new storage facility on their property. We have been making minor repairs and now looking at repairing electrical issues.
11. **Station 35 (Grizzly):** Heater issue being addressed had to purchase a electric heater in meantime.
12. **Station 34 (Mt. Aukum)** PVFA still utilizing for storage nothing further to report. Cal Fire will be placing a new prevention sign in old location of PVFA sign sometime soon.
13. **Station 32 (Sandridge)** Water Tender station Nothing to report
14. **Station 31 (Willow)** We have one patrol (Rescue/Brush unit) at this station with command rig after 5PM. Working on Homeland security grant for generator. This generator will power Station and Communication tower vault.
15. **Facilities:**
 - **St. 31** Station Still adding gutter on westside, short term generator installed, minor repairs to bay and living quarters. Repairing woodpecker holes.
 - **St. 32** Still seeing littering and vandalism at this station No Trespassing order signed with County SO
 - **St. 34** Cal Fire prevention sign coming soon, fill holes in walls and soffits
 - **St. 35** Repair drywall in ceiling due to garage door replacement & engine bay door, repair heater and minor repairs to walls/ceiling.
 - **St. 37** Clean up bay, repair holes in exterior walls, soffits and remove nest
 - **St. 38** Still waiting on quotes for roof leak repairs, we will need to de-liming a few of the trees around the facility to prevent further falling damage. In addition repair concrete on eastside and we may need to reseal the asphalt soon.
 - **Administration Offices** Minor repairs and update OSHA safety issues for pubic assembly with emergency lighting. Next we will be adding exit signage, new smoke detectors. Lots of cleaning and organizing.
16. **Staffing Information:** St. 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 0900-1PM (Joy in office 1300-1430), duty chief staffing during day M-S.
17. **Camino 911 center and Communications:** Working on repeater vault power etc.
18. **Water supply/Prevention/Planning:** We are adding a few more hours per week to Administrative assistance so we can reduce the administrative procedures required by our Captain, Joys hours are extended 1.5 hours per day anticipation VHR inspection which start in January.

- 19. **Communications:** We have procured 20 used BK radios from CAL FIRE. This will assist volunteer program
- 20. **Unusual Occurrences/Injuries:** Still have one reserve FF out due to personal off duty injury.
- 21. **Training Conducted:** As noted above crews are following a structured training regiment. We have another new reserve candidate in the process. New hire training, EMS/Fire/Rescue training. EMR trainer lined up for QRT EMS programs, currently finalizing training programs for QRT EMS and Wildland.
- 22. **Projects:** Still working on EOP's, AOP's, Information sheets, and Policy & Procedures manuals are distributed and available to crews we are currently are review 6 policy per category each month. New equipment apparatus and task books. FF recruitment has been completed we have a list to draw from with 5 strong candidates, this is a establish hiring list for potential future openings. EMS QRT and WL QRT recruitment in open. SDI contractual services for WL protection/stand-by bogged down due to Work Comp insurance issues. Continue working with County Sup with VHR inspection program. Working with GFFSC on pre-designated escape routes and SCBA replacement is a high priority project too. Omo Ranch Fire Safety Counsel and potential development of a Somerset/Fairplay Fire Safety Counsel.
- 23. **Fleet Issues:** Command vehicle tires have been replaced. 8600 driver seat needs. Working on P37 equipment items and DMV issues, EMS QRT vehicles if approved will arrive sometime at the end of December. Water tender having minor motor issues. UTV being complete for in-service date projected first of January. Patrol 37; completing safety DOT review, registration, equipment supply and training.
- 24. **Office:** office hours Tue-Thu 0900 to 1300 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
- 25. **Schools:** Will be working with schools after the first of the year.
- 26. **Grants:** Nothing to date.
- 27. **Public education** Working with GF on evacuation program, prevention programs along with Cal Fire and other agencies. Crews interacted with Butte County Fire victim fundraiser on Bucks Bar 12/4/18. We will assisted, PVFA with Kids Christmas Party at station 38 on 12-08-18.
- 28. **VHR:** We will begin January 1, 2019. PFPD will be sharing the county inspections the first few months with Garden Valley & Cameron Park. Several other Fire District will be coming on board after the first of the year. They apparently have seen the light and don't want other agency's doing inspections in there district.
- 29. **SPI Contract:** We are facing delays due to issues with Work Comp underwriter issues, searching out options.

30. Alarm/Call Information:

Fires calls	
Vegetation	01
Structure	02
Other (car/trash/misc.)	02
	Total 05
EMS/Rescue/MVA	
	Total 32
Haz-Conditions	
Service calls	
Good Intent	
Unk. type	
	Total 27

11/01 to 11/30/18 64

- 31. **Community Meetings and Groups:** Continue to meet with OMO Ranch group, they are now an official Fire Safety Counsel. Still meeting and advertising EMS QRT, wildland QRT and disaster planning. Meeting monthly with Grizzly Flat fire safety counsel. Meeting with Pioneer school district and with Indian Diggings

and soon with Leoni Meadows. First meeting with Mr. for potential Somerset/Fairplay Fire Safety Counsel.
Will be attending senior lunch in January

- 32. **Volunteer recruitment:** Working on the following programs: EMS QRT, wildland QRT and Volunteer FF, Water Tender/Apparatus operator Volunteer.
- 33. **JPA meetings:** Attended all EDFC meeting and LAFCO
- 34. **Apparatus:** Captain Selig is still moving forward in prep of UTV and P37
- 35. **PVFA:** Fire and Wine was very successful, great turnout and networking with community, special thank you to Saluti Winery and all who volunteered; especially Kim Pratt, Dan & Lynnette Dwyer. Jacket drive is on its way and we have several Jackets in the box. The Kids Christmas Party is Saturday 2pm to 4pm.

Mark S. Matthews
Fire Chief

7.2 Report for Firefighter's Local #4586

Union Rep stated they are still waiting for a response from the Board

7.3 Report from PVFA

There were 75-100 kids that came to the Children's Christmas Party on Saturday, December 8th and it was a great success. Leftover coats will be brought to Pioneer Park and distributed at the Senior Lunch. The Crab Banquets will be held January 12th and January 19th 2019. The 19th is almost sold out.

7.4 Financials

Chief gave an overview of financials.

8.0 AGENDA ITEMS FOR NEXT MONTH

Unfinished Business

- Swearing in of New Board Members
- Employee Oath of Office
- Review Board Policies and Procedures Manuel
- Contractual agreement with SPI (fire stand-by) Update
- Consolidation Annexation Update
- Vehicle Lease Update
- Vehicle Replacement Update (discussion and potential action)

New Business

- Appoint new Ad- Hoc member to Policies and Procedures Manuel Review Committee
- Closed Session CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Significant exposure to litigation pursuant to Gov't. Code section 54956.9(d)(2) or (3).
Number of potential cases: one.
- 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.

9.0 FINAL COMMENTS BY DIRECTORS

9.0 was addressed out of order before 6.4 and 6.5

Phillip Dayton was thanked and honored for his service on the Board with a card and a Leatherman. He was thanked by each board member individually.

Director Dayton thanked the board for the opportunity to serve.

Saturday December 15th at 8am is the Christmas Pancake Breakfast at Walt Tyler School in Grizzly Flats

10.0 ADJOURN MEETING

Motion to adjourn the meeting

(M/S) Dayton/Strangfeld

Passed 4-0

Meeting Adjourned at 9:20pm

A handwritten signature in black ink that reads "Dave Pratt". The signature is written in a cursive style with a large, looped initial "D".

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.