

# PIONEER FIRE PROTECTION DISTRICT

## Board of Directors Regular Board Meeting

January 14, 2020 at 6PM

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: Jumper, Strangfeld, Fitts

Absent: Irish

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 Agenda

(M/S) Strangfeld/Jumper

Passed 3/0

#### **3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS**

##### **3.1 Oath of Office for New Shift Volunteers**

Director Fitts provided information on item 8.2 regarding the position title name change from Reserve Volunteer to Shift Volunteer.

Chief Matthews gave oaths of office to new Shift Volunteers Chandler Burdick, Preston Davis, and Jeremiah Walsh.

##### **3.2 Chief Matthews shared a painting and thank you letter that the department received for the deployment of PFPD to the Kincade Fire from a group of 10 artists from the Bay Art Academy.**

#### **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.

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- 5.1 Minutes from Board Meeting December 10, 2019 will hold over to February meeting to approve
- 5.2 Minutes from Special Board Meeting December 16, 2019
- 5.3 Approval: payment of bills – green sheets  
Motion made to approve items 5.2 and 5.3, holding over 5.1 till the February meeting due to no quorum for that set of minutes.  
(M/S) Jumper/Strangfeld  
Passed 3/0

### 6. MONTHLY/STANDING ACTIVITY REPORTS:

#### 6.1 Administrative/Chiefs Report

### December/January 2020 Chief's Administrative Report

#### Administration: (Vierra, Stutts, Garrett, Matthews)

Office hours -- Open from 9 to 3pm Monday thru Thursday.

Hiring – We just added 5 more Shift-Stipend Vols and Currently 6 QRTs in training.

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

Purchasing – PPE for Volunteers and Career along with conex trailer.

Fire & Life Safety – we are working on monthly business inspections.

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

Meetings – Amador Fire, SPI, JPA, EDCFA, FSC, DFC, JPA financial, EDFO, LAFCO, Schools, State, County and local

Compliance – Redirecting storage of equipment and hose from engine bay at St. 38 to the conex trailers once they arrive, to allow more movement and safety.

Facility and equipment repairs – Hopefully we will get the parking lots painted sometime soon when it dries out. Station 38 generator has been repaired; concrete Computer upgrades completed and all repaired. Working on alternative power systems at station 38 and administration offices.

Apparatus -- Currently upgrading U37 and U35 to type 7. Evaluating equipment and SCBA needs

Investigations – None at this time.

Grants and donations – Cal Volunteer Grant purchasing PPE 7 to 9 weeks out, we have issued new wildland helmets (reminder this is a 50/50 match). 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. Awarded a generator grant for Station 31 (14 K generator for willow school, tower and station) working with PVFA to convert Willow to a community rehab.

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 – Reminder BOD mail boxes in new mail room.

Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & Reserves (name change to this position coming in January).

Communications – Still working on updating response areas, matrix and pagers, we have met with Camino administration and we may have made some progress. Will be finalizing in January 2020.

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

Leoni Meadows – 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 1<sup>st</sup>

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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 (2-career with max 4 daytime and a duty Chief). 50K main generator engine repaired. Working on alternative power back-up systems. Drive and parking lot painting lines hopefully soon. Monthly training meeting all disciplines. Conex cube will be placed January 14, 2020. We will reevaluate the amount of repair needed on the eastside concrete after winter if funding allows, fencing repair ongoing. Crew will be moving multiple items from engine bay to conex. Vehicle maintenance structure will have its items moved to the conex trailer; the building will most likely need to be removed. Apparatus; E32, E38, E338, U38, 8603 Trailer 38 and UTV 38. We will be evaluating the possibility of obtaining the 53' trailer to stow next to the old building.
- 37 **Omo Ranch** – Normal Volunteer station 24-7 EMS & Wildland QRT's. Generator transfer box will be placed in January. Crews still working on redoing water supply pump. Apparatus; P-37 & U37. General maintenance and more grindings in the future.
- 35 **Grizzly Flats** –Captain Ramsey has installed generator power hook-up; we can power up during failures. Apparatus P-35, U235. Station looks good. U35 at 38 for Type 7 conversion
- 34 **Mount Aukum** – Not staffed PVFA still utilizing for storage. Captain Selig has been working with PVFA to allow us to utilize 50% of the station for move ups from station 37.
- 32 **Sandridge** – Volunteer water tender station. Captain Whelden will be replacing the man door. New dusk to dawn lights added. Apparatus; WT38 & E335.
- 31 **Willow** – Normal 24-7 with Chief, Grant awarded we will be adding 14K generator within 90 days, this will provide power for Vault tower, Willow School and station. 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. Working with PVFA and OES to potentially remodel Willow School for an ECC, Staging facility and emergency cooling/rehab facility.

**Admin Upgrade PCs and Server completed.** Mail room soon to have metal door separating kitchen. 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:

Refer to attachment for 2019 Public Education. Kara and crews are active in the schools, doing our Fire & Life safety education. Mike & Kara are busy teaching CPR to our kids and community. She is engaging with our senior groups. Blood Pressure Checks every 2<sup>nd</sup> Wed and 4<sup>th</sup> 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, Structural, Rescue, Safety, Policy Review, Public Education and other. PFPD is an Expanded EMT group now. Mike is completing the reserve task book and drivers training and new employee training. We will be focusing on safety

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training and safety issues along with the upcoming wildland season. We are 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.

### Community Meetings and Groups:

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. Potentially placing up a reader board sign at 4 corners.

### PVFA

Crab banquets January 25 and February 1. We are using their funds to keep us moving forward with volunteers.

### Call Activity: Refer to attachment

#### Grizzly Flats Area/QRTS/St. 35

Vegetation		00
Structure		00
Other (car/trash/misc.)		01
EMS/Rescue/MVA		09
Haz-Conditions/Haz-Mat		03
Public service calls, good intent, false calls, other		03
Move ups (cover 31/38)		01
Training		Hrs
	EMS	0 Hrs
	Wildland	0 Hrs
Public Education		6.0 Hrs

#### Omo Ranch Area/QRTS will update at meeting

Vegetation		00
Structure		00
Other (car/trash/misc.)		01
EMS/Rescue/MVA		02
Haz-Conditions/Haz-Mat		00
Public service calls, good intent, false calls, other		01
Move ups (cover 31/38)		05
Training		hrs
	EMS	04
	Wildland	04
Public Education		04.25

### Other: Unusual Occurrences/Injuries:

Mark S. Matthews  
Fire Chief

Chief Matthews also gave a copy of the Pioneer Fire Protection District (PIO) Year End Report 2019 to the Board for review.

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- 6.2 Local #4586  
Nothing to report
- 6.3 PVFA  
1st Crab Banquet is sold out, second still has some space.
- 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)  
The Committee has stopped the ad hoc meetings and the Chief will be addressing information received with committee chair Jumper. Hope to be presenting the information to the Board in March.
  - 7.2 Conex Containers Purchase and Use (Chief)  
The 40' Conex Trailer was delivered to Station 38 today and will alleviate the storage concerns that currently exist in the engine bay.
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 (Vierra / Chief)  
Director Howe submitted his resignation from the Board. PFPD has an open board position that will need to be filled within 60 days.
  - 8.2 PFPD Update on Reserve Position Title Change (Chief)  
Director Fitts provided information related to 8.2 in item 3.1 when New Shift Volunteers were given their Oaths of office.
  - 8.3 Fire Life and Safety Inspection Programs (Chief)  
PFPD will be doing yearly inspections for the businesses and industries in our district. These inspections will be done on the anniversary month of each businesses' permit date.
- 9 **CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW**  
No Correspondence to review
- 10 **GOOD OF THE ORDER**  
Board member Strangfeld expressed her thanks for all the support she received from the department board and community after her recent loss.  
The Board observed Chief Mark Matthews birthday with Cake and Ice Cream.  
Dan Dwyer put a new garbage disposal in the kitchen sink at station 38.
- 11 **UPCOMING CALENDAR OF EVENTS**
  - 11.1 Crab Banquets will be held January 25, 2020 and February 1, 2020. The Pancake Breakfast will be held the Saturday April 11 2020.
- 12 **CLOSED SESSION entered closed session at 6:45p.m.**
  - 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 7:11 p.m.**
- 14 **REPORT UPON RETURN FROM CLOSED SESSION**  
Nothing to report out

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### 15 AGENDA ITEMS FOR NEXT MONTH

Vote for open board of Directors position

12.1 & 12.2

Resolution 20-001 EMS

### 16 ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR

February 11, 2020 at 6 p.m.

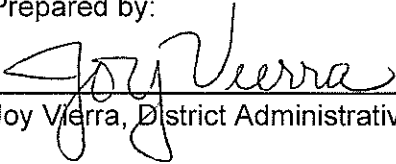
Motion to Adjourn

(M/S) Strangfeld/Jumper

Passed: 3/0

Meeting adjourned at 7:13 p.m.

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 3pm.*

Board Signature

