

MINUTES
Pioneer Fire Protection District
Board Meeting
Tuesday, September 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, Dayton, Pratt

Directors Absent: Fitts

Salute to Flag

Moment of Silence to observe 9/11

Adoption of Agenda

(M/S) Strangfeld/Dayton

Passed 3-0

2.0 PUBLIC COMMENT OTHER THAN AGENDA ITEMS

The Pioneer Fire Protection Board Meeting Agendas will be posted in the following locations in the community:

Station 38 Front Door

Mt Aukum Post Office

Somerset Post Office

Grizzly Flats Post Office

Pioneerfire.org website

3.0 CONSENT CALENDAR

3.1 Minutes from Board Meeting August 14, 2018

3.2 Minutes from Special Board Meeting August 23, 2018

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

Motion to approve consent calendar with corrections of typo errors on greensheets dated 8/21/2018 and 8/22/2018

(M/S) Dayton/Strangfeld

Passed 3-0

4.0 ITEMS REMOVED FROM CONSENT CALENDAR

5.0 UNFINISHED BUSINESS

5.1 Review of Applications Received for Open Board Position and interview any candidates. After Review and Interview, applications will be forwarded to the Board of Supervisors.

Action: Recommendation letter for any candidates to Board of Supervisors.

Application /resume received from Ripley Howe

Motion to submit Ripley Howe's name and resume to the County Board of Supervisors, and if a special meeting can be held to swear him in after being appointed, set special meeting date.

(M/S) Dayton/Strangfeld

Passed 3-0

6.0 NEW BUSINESS

6.1 FY 2018-2019 Final Budget

Review and Approve Final Budget

Documents attached

6.2 Motion and Roll Call vote to approve 18/19 Final Budget

Motion made to approve the budget that reflects the \$443,000.00 in line item 3000 of the two budgets presented.

(M/S) Dayton/ Strangfeld

Roll Call Vote

Ayes: 3 Strangfeld, Dayton, Pratt

Abstain: 0

Noes: 0

Absent: Fitts

Passed 3-0

6.3 Review Resolution 04-2015 of the Board of Directors of the Pioneer Fire Protection District September 8th 2015, and the 2015-2019 Capital Improvement Plan corresponding to this resolution and make recommendations.

Motion to submit letter to the County Board of Supervisors to request that they adopt Resolution 04-2015

(M/S) Dayton/Strangfeld

Passed 3-0

6.4 Review Board Policies and Procedures Manuel

Nothing to report, carryover to next board meeting.

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.

Report out:

Board will reach out to legal counsel for consultation on one more item and will schedule one more negotiation meeting with Pioneer Union International Association of Firefighters Local #4586.

7.0 STANDING REPORTS

7.1 Chief's Report

August-September 2018

Updates:

1. **Reserve/Volunteer program:** We hired 1 new reserve effective Sept 14, 2018 and interviewing others this month.
2. **Wildland deployment:** All our crews are back we have had short in county deployments with water tender and engine.

3. **Auto aid/mutual aid:** I have not had the opportunity to meet with US forest service as of date, busy time of the year for all with the fires. I will keep this on my agenda.
4. **Annexation:** None to report
5. **Crews:** Back to a little normality and getting caught up on training and staff assignments.
6. **Administration:** we have had a lot of activity and working on catching up in the office and with procedures. We have purchased polo shirts for staff.
7. **EMS Program:** I will be finalizing AOP and EOP as it relates to EMS QRT program, looking towards a October recruitment time. We will be expanding our scope with our EMT's, just a bit behind with paperwork and program skills.
8. **Training programs:** Still working on the development of the following potential programs: EMS ORT response program, Wildland ORT response program along with refining our reserve and volunteer FF programs.
9. **Station 38 (Main)** Normal 24-7 manned station.
10. **Station 37 (OMO Ranch):** School is utilizing facility for storage, I will be working with school to reorganize the storage so we can utilize the station for QRT program.
11. **Station 35 (Grizzly):** Currently no apparatus is in bay due to OOS apparatus at 38, I will be working on ceiling in September. New sign posted "Unmanned" Call 911 Etc
12. **Station 34 (Mt. Aukum)** PVFA still utilizing for storage nothing further to report the PVFA prevention sign is being relocated at St. 37, Cal Fire is placing a new prevention sign in its place at 34.
13. **Station 32 (Sandridge)** We have our water-tender at this station along with PVFA Historic Engine, New sign posted "Unmanned" Call 911 Etc.
14. **Station 31 (Willow)** We have one patrol (Rescue/Brush unit) at this station with command rig after 5PM. Banner and solar lights up bat and banner.
15. **Facilities:**
 - **St. 31:** Kitchen sink faucet has been replace. Garbage disposal has been taken apart and repaired. Woodpecker damage to exterior of building (will be working with PVFA on future repair) two damaged windows will need replacing in future, both have temporary repairs. AC unit is working. Emergency power receptacle being installed this month, restroom heater and fan will be replaced this month too. Garage doors have been insulated and repaired, engine bay wall kick plates were added. Solar lighting installed on bay.
 - **St. 32** Man door is scheduled to be replaced this month 300.00 estimate by Captain Gardiner. Still seeing littering and vandalism at this station No Trespassing order signed with County SO
 - **St. 35** We will be replace open ceiling that was damaged during installation of OH door and door expansion this month, PVFA and GFFC entered into an agreement to place a conex container on the eastside of the building for GFFC storage. It is in place.
 - **St. 37** Crews have insulated water supply pipes and a key box has been installed soon we will have a fire prevention sign on property (relocated sign from 34)
 - **St. 38** Crews are getting quotes on roof leak repairs, the leaking gas lines issue was resolved by relocating two new 120 gallon tanks on the SW corner of the building, buy relocating the tanks saved us a major cost and crews did a great job prepping and lowered the cost by doing the work. We will need to repair retaining wall on the S/E corner of the property, 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** Again we will be conducting a safety walk through in September 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/Prevention/Planning:** A few applications have been reviewed for personal residential water supply and new construction.
- 19. **Communications:** We need 2 to 6 more BK portable radios in the near future. May try for another Cal Fire Grant
- 20. **Unusual Occurrences/Injuries:**
- 21. **Training Conducted:** New hire training, EMS/Fire/Rescue training, we are currently focusing on EMS and Wildland.
- 22. **Projects:** New and updated EOP's, AOP's, Information sheets, and Policy and Procedures manuals will be distributed by September 14, 2018. ISO and Annexation on the radar, station training new equipment apparatus and task books. We be recruiting later this month to establish a Career FF hiring list for potential openings, planning on testing in late October.
- 23. **Fleet Issues:** Engine 32 back in service still needing some repairs, 338 OOS due to similar issue last year, this should be under warranty OOS for more than two weeks, looks like at least a month.
- 24. **Office:** office hours Tue-Thu 0900 to 1300 closed Fridays I am in and out M-F Joy is doing great!
- 25. **Schools:** Schools are all back in session, I have had a few meetings, I will be meeting with them in September. Crews went to the schools opening day along with posting safety signs.
- 26. **Grants:** SCBA grants not looking good. Our Cal Fire Grant was only partially used, we have submitted for our 50% reimbursement. We will be looking at similar grants with a variety of groups.
- 27. **Public education** Public information signs being relocated 34 to 37 and new one at 34. Will be working with schools soon.

28. **Alarm/Call Information:**

Fires calls	
Vegetation	08
Structure	02
Other (car/trash/misc.)	25
	<u>Total 35</u>

EMS/Rescue	
	<u>Total 274</u>

Haz-Conditions	
Service calls	
Good Intent	
Unk. type	
	<u>Total 73</u>

Year to Date 382

- 29. **Community Meetings and Groups:** Continue to meet with OMO Ranch group, looking to move forward on a fire safety counsel, EMS ORT, wildland QRT and disaster planning. Meeting monthly with Grizzly Flat fire safety counsel. Meeting with Pioneer school district and with Indian Diggings and Leoni Meadows.
- 30. **Volunteer recruitment:** Working on the following programs: EMS QRT, wildland QRT and Volunteer FF, hoping for October.
- 31. **JPA meetings:** Most meeting canceled due to the fires in and out of area, working on 172 funds, LEPCO items and alternative funding.
- 32. **Apparatus:** The Pioneer Volunteer Fire Association graciously donated funds for the district to purchase a Utility UTV and a trailer to haul for the purpose of urban emergency response and interface fires. The UTV

and trailer have been purchased and delivered. We will be ordering and attaching equipment and other items in September, hoping to have the vehicle in service and training completed by the first few weeks of October.

Mark S. Matthews, Fire Chief

7.2 Report for Firefighter's Local #4586

Nothing to report

7.3 Report from PVFA

Nothing to report

7.4 Financials

8.0 AGENDA ITEMS FOR NEXT MONTH

6.4 Review Board Policies and Procedures Manual

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.

New business, review definition between a reserve and a volunteer and pay scales/stipends

SCBA Replacements/grants

ORT - Quick Response Team Gear

Volunteer Recognitions to be held during public comment

9.0 FINAL COMMENTS BY DIRECTORS

10.0 ADJOURN MEETING

(M/S) Strangfeld/Dayton

Passed 3-0

Meeting Adjourned at 8:19pm


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.