

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

October 8, 2019 at 6PM

Marie Fitts - Board Chair, Eileen Strangfeld - Board Secretary

Ripley Howe - Vice Chair, Jerry Jumper - 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 (Director Strangfeld will be attended the meeting telephonically from 5075 Cary, Grizzly Flats CA.)

1.1 ROLL CALL

Present: Fitts, Jumper, Howe, Strangfeld telephonically from 5075 Cary Drive Grizzly Flats, CA

Administrative Staff Present: Chief Matthews, Mike Stutts, Joy Vierra AA

PLEDGE OF ALLEGIANCE

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

2.1 ADOPTION OF AGENDA

Motion was made to adopt agenda and to keep meeting short due to the upcoming power outage projected in our district

(M/S) Howe/ Jumper

Passed 4/0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

3.1 TIME SENSITIVE MATTER

2019 Fire Code Adoption – Public Hearing – Directors will convene a public hearing prior to the first reading of Ordinance 2019.01 (California Health and Safety Code Section 13689.7)

Chief Matthews gave an overview of the new proposed 2019 El Dorado County Fire Code for adoption. The local Prevention Officers have reviewed the 2019 California Fire code. The first reading is to adopt the 2019 California Fire Code, the second portion will be to adopt a resolution which contains additions to address specific issues that relate to our district and county related to elevation and terrain. We would remove any ordinances related to any fire codes we have adopted in the past, and follow the 2019 California Fire Codes with the international additions, and Ordinance 2019-01 to adopt the amended changes.

No other public comment

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.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

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.

5.1 Minutes from Board Meeting July 9, 2019

5.2 Minutes from Board Meeting August 21, 2019

5.3 Minutes from Board Meeting September 10 2019

5.4 Approval: payment of bills – green sheets

Motion made to approve 5.1,5.2,5.3, and 5.4 with Director Howe abstaining from the July minutes, Director Strangfeld abstaining from the August minutes and Director Jumper abstaining from the September minutes.

M/S Jumper Strangfeld

5.1 Passed 3-0 Howe Abstaining

5.2 Passed 3-0 Strangfeld Abstaining

5.3 Passed 4-0 Jumper Abstaining

5.4 Passed 4-0

6. MONTHLY/STANDING ACTIVITY REPORTS:

6.1 Administrative/Chiefs Report

We are preparing for the wind event and the electric shot off

September /October 2019 Chiefs Administrative Report

Administration: (Vierra, Stutts, Garrett, Matthews)

Office hours – Open from 9 to 3pm **Monday** thru Thursday. 18/19 budget is closed and complete 19/20 budget is ongoing. Working on the following:

Hiring – Kyle Morris has accepted the FF-EMT open position and begins October 28, 2019. Currently we have 8 going through the QRT process and one person going through the Reserve/Stipend Vols.

Budgeting/Financial sustainability – Revenues are low due to no wildland deployments.

Purchasing – Command vehicle 90% complete have not ordered slide out, ongoing equipment, materials, structure and supplies. We will be placing water tanks in at least 2 of our utilities.

Fire & Life Safety – Kara and crews out in the schools most of October, fire and life safety inspection, and vegetation ordinance meetings continue. One current fire investigation is completed.

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 – PFPD Safety Group meeting in October (internal).

Facility and equipment repairs – PVFA will be paying for Station 38 black top seal, waiting for good weather, Don Spears & Leoni meadows will be helping us repair the wash ramp and concrete estimate cost \$3,500.00, getting quotes for leaks in engine bay and office at Station 38.

Apparatus -- U37 at radio shop, U38 and U37 will be converted to type 7 engines, 100-gallon water tanks and pumps will be installed in late October and early November, E32 needing several items repaired.

Investigations -- Backgrounds internal and external. Program management.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Grants and donations – Cal Volunteer Grant purchasing PPE in October/November, facility/property, apparatus and equipment.

Requirements – Training, education, OSHA, safety and legal

Training – Shift, volunteers, administration and district, Mike currently putting programs together

Updates – Mail & EMS room separated. BOD mail boxes in mail room.

Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & EMR academy in October.

Communications – Still working on updating response areas, matrix and pagers

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

Stations/Crews:

- 38 (Main)** - Normal 24-7 manned station (2-career with max 4 daytime duty Chief). Antique engine building has been installed plexiglass has been delivered Engine 1 has been moved into carport. Garage door motor to be replace in late September. Getting quotes on leaky office roof and engine bay. Monthly training will be focusing on new hire orientation, wildland, ems/rescue, fire and life safety and compliancy. Will be repairing concrete on eastside and resealing the asphalt soon, fencing repair needed, replacing garage door motor and more. We need to remove a dangerous tree on East property. We will be finishing carport for Engine 1 display. Apparatus; E32, E38, E338, E335, U38, 8603 Trailer 38 and UTV 38
- 37 Omo Ranch** – Normal Volunteer station 24-7 EMS & Wildland QRT's are active and responding. We will be redoing generator, purchasing a generator and taking the old generator to Station 35 allowing emergency power, along with redoing water supply pump, Apparatus; P-37 & U37. Crews have cleared and are prepping a new water storage supply tank on Omo Ranch Rd. Near Mill Rd. County will be bringing us two loads of grindings in October to improve our parking areas.
- 35 Grizzly Flats** – Normal Volunteer station Wildland & EMS QRTs are active. Captain Ramsey will be installing generator power hook-up and when we complete it, we will eventually move the St. 37 generator to 35. Apparatus P-35, U235 U35 Leoni
- 34 Mount Aukum** – Not staffed PVFA still utilizing for storage, doing yard maint. Captain Selig working with PVFA to allow us to utilize 50% of the station for move ups from station 37.
- 32 Sandridge** – Volunteer water tender station one water tender at this station Engine 1 moved to 38 we have moved E335 to the station. County DOT will be rerouting our drainage in October. County DOT will be delivering sand this week for us to utilize in the event of flooding. In addition, Captain Ramsey and Whelden will be replacing the man door and add motion lights. Apparatus; WT38 & E335.
- 31 Willow** – Normal 24-7 with Chief, constantly repairing woodpecker holes, flooring, entry cover and working with OES on Generator for Vault tower 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. We will be getting quotes for slurry. Apparatus; P31 and 8600

Water/Prevention/Planning:

VHR – 2 complete

Veg. Working with Ad-hoc group

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Inspections: We are constantly reviewing and inspecting plans, property and buildings. We are working with contractors and citizens on hydrant water supply. We will be removing the old water tanks from Stations 32 and 34.

Public Education:

Kara is active in the schools, moving on with our Fire & Life safety education. The crews at 38 help with Pioneer Elementary and the Middle Schools. QRTs assist at Indian Diggins and Walt Tyler, this is so cool! They are help making our district and our community safer. Kara is now a certified CPR & 1st Aid instructor. Mike & Kara are going to get busy teaching our kids and community these programs. She is engaging with our senior groups. Blood Pressure Checks every 2nd Wed and 4th Wed of the month at Pioneer Park from 11:45AM to 12:15PM. We are moving forward on our own public safety events. 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 up and running working with crews and start a new monthly training regimen that will cover 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 training and new employee training. We will be focusing on safety 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.

PVFA

They are going to do two crab banquets again in 2020. We are using their funds to keep us moving forward with volunteers. They are paying for St. 38 slurry.

Call Activity: (September 1 to September 30)

Station 38

| | |
|--|----------------------------------|
| Vegetation | 00 |
| Structure | 01 |
| Other (car/trash/misc.) | 12 |
| EMS/Rescue/MVA | 26 |
| Haz-Conditions/Haz-Mat | 00 |
| Public service calls, good intent, false calls/other | 25 |
| Total | 64 |
| | Est. Total Loss (fire) \$ |

1000.00

Grizzly Flats Area/QRTS/St. 35

| | |
|---|----|
| Vegetation | 00 |
| Structure | 01 |
| Other (car/trash/misc.) | 02 |
| EMS/Rescue/MVA | 05 |
| Haz-Conditions/Haz-Mat | 00 |
| Public service calls, good intent, false calls, other | 02 |

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

| | | |
|---|----------|---------|
| Move ups (cover 31/38) | | 02 |
| Training | | 7.5 Hrs |
| | EMS | 4.0 Hrs |
| | Wildland | 3.5 Hrs |
| Public Education | | 6.0 Hrs |
| Omo Ranch Area/QRTS | | |
| Vegetation | | 00 |
| Structure | | 00 |
| Other (car/trash/misc.) | | 00 |
| EMS/Rescue/MVA | | 00 |
| Haz-Conditions/Haz-Mat | | 00 |
| Public service calls, good intent, false calls, other | | 00 |
| Move ups (cover 31/38) | | 00 |
| Training | | 0 Hrs |
| | EMS | 00 |
| | Wildland | 00 |

Other: Unusual Occurrences/Injuries: Discovered one of the trespassing issues at 32, EDSO handling it.

Mark S. Matthews
Fire Chief

Chief Matthews also gave an update on the projected Wind event and Power outage and staffing

6.2 Local #4586
Nothing to report

6.3 PVFA
Donation Letter response has been fantastic, almost \$12,000.00.
Engine 1 has been moved to Station 38. Bill Buxton helped with the use of a trailer.
Christmas party will be December 8th there will be a coat drive at the same time.
Party will run 2-4 p.m.
Fire and Wine event will be October 19th, 12 -14 wineries will be participating at Saluti Cellars. Tamera Godey will be playing.

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 Only one application for the open Board Position was received by Mike Irish.
Director Fitts facilitated an Interview with Mike Irish where he provided the board an overview of what he would bring to the department. The board of directors each asked Mike questions related to his application and experience.

Motion to submit a recommendation for Michael Irish to the Board of Supervisors to join the Pioneer Fire Protection District Board of Directors.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

M/S Howe/Jumper
Passed 4/0

- 7.2** District Investigation 001-2019 (letter of Concern, related to 2015 incident) (Chief)
The Chief read his findings to the Board of Directors and submitted a copy of his findings into record.
- 7.3** PILT Funding - Possible misuse and or distribution of funds by the El Dorado County Auditor
Move to November
- 7.4** Payroll Services (Chief)
Move to November
- 7.5** PFPD Vegetation Management (Ad-hoc updates) Ordinance (Director Jumper/Chief)
Director Jumper gave an update that they are still in the information gathering stage. There needs to be a meeting, it has been a challenge to get everyone together.
- 7.6** Pioneer Fire Protection District Building/ Facility Use Agreement (Chief)
Move to November
- 7.7** Auto Aid Agreement; between Amador County Fire Protection District & Pioneer Fire Protection District. (Chief)
Chief Matthews gave an over View. There was one typo that will need to be corrected on page 3
Motion to adopt the auto aid agreement between Pioneer Fore Protection District and Amador Fire Protection District with the amendment of the correction of the typo on page 3.
M/S Howe/Strangfeld
Roll Call Vote
Ayes: 4 Howe, Jumper, Strangfeld, Fitts
Noes: 0
Absent: 0
Passed 4/0
- 7.8** MOU Per-Diem Position with Amador Fire Protection District and Pioneer Fire Protection District (Chief)
Move to November
- 7.9** "Accept Pioneer Union International Association of Firefighters, Local 4586 demand to continue bargaining successor MOU." (BOD Fitts)
Received a letter from the International Association of Firefighters Pioneer Local 4586 we are passed the 120 day waiting period form the disillusionment of the last MOU and the board is prepared to accept a new bargaining session with the local 4586 and would like to receive the members that will be representing the union in writing so we can begin the process.
- 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** HR policy review and updates (Chief)

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Chief Matthews presented information related to the HR policies. Gave an overview related to the procedures as to how HR policies will be stored and conveyed to staff. We will be converting all the HR policies into PDF format. Section Four, items 4-001, 4-003, 4-005, 4-008, 4-009 were discussed related to typos and corrections needing to be made.

Motion to adopt the modified corrected version of Section 4-003 of the HR policy.

M/S Ripley/Strangfeld

Passed 4/0

Corrections to other sections of the HR manual will be brought to the November board meeting.

- 8.2** Ordinance 2019-01 Adopting the 2019 Edition of the California Fire Code, incorporating the 2018 Edition of the International Fire Code, regulation governing the safeguarding of life and property from fire and explosions hazards arising from the storage, handling and use of hazardous substances, material and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in Pioneer Fire Protection District (PFPD), providing for the issuance of permits and collection fees therefore: Repealing all previous PFPD ordinances. To include all information and preceding to be discussed for Ordinance adoption. (Chief)

Motion to adopt Ordinance 2019-01 Adopting the 2019 Edition of the California Fire Code, incorporating the 2018 Edition of the International Fire Code and repealing all previous PFPD ordinances, to include all information and preceding to be discussed for Ordinance adoption.

M/S Howe/ Jumper

Passed 4-0

- 8.3** Resolution 2019-006 – Findings of Fact - Discussion/Information/Action - Resolution setting forth findings with respect to local conditions which make certain modification and changes to the California Fire Code necessary for preserving fire and life safety in the Pioneer Fire Protection District – (Chief)

Motion to adopt Resolution 006-2019 Findings of Fact - Discussion/Information/Action - Resolution setting forth findings with respect to local conditions which make certain modification and changes to the California Fire Code necessary for preserving fire and life safety in the Pioneer Fire Protection District.

M/S Jumper/ Howe

Passed 4/0

- 8.4** Fire Code - Ordinance 2019.01 - First Reading of the 2019 Fire Code Amendments – Discussion/Information – Staff to present the 2019 Fire Code Ordinance to the Board. (Health and Safety Codes: 13869.7, 17958.7 and 18941.5) (Chief)

Motion to recommend Fire Code - Ordinance 2019.01 First Reading of the 2019 Fire Code Amendments be brought for a first reading the with the County Board of supervisors

M/S Jumper/ Strangfeld

Passed 4/0

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

9.1 Thank you letter from Amador Fire Protection District for Pioneer Fire Protection's support with vegetation and debris clean up in River Pines was read by Directory Fitts.

10. GOOD OF THE ORDER

With Deep regret and a heavy heart Director Strangfeld tendered her resignation as of November 11, 2019. There are family matters that need to be addressed, and Eileen thanked everyone for the opportunity to serve. The Board of Directors gave thoughts and expressed their gratitude to Eileen for all her service.

11. UPCOMING CALENDAR OF EVENTS:

Tentative Career staff and reserves appreciation night November 8th at Leoni Meadows.

12. CLOSED SESSION No Closed sessions

~~Woods Claim Update (closed session with attorney)~~

~~12.1 Anticipated Litigation Case # PC20190038 Katherine Wood VS Pioneer Fire Protection District (Significant exposure to litigation pursuant to Gov't. Code Section § 54956.9(d)(2) or (3). Update from attorney via conference call. (BOD)~~

~~12.2 Possible exposure to litigation (1 matter) pursuant to Government Code Section § 54956.9(d) (2). Facts and circumstances that might result in litigation need not be disclosed. Conference call from attorney regarding potential appeals. (BOD)~~

~~12.3 Labor negotiation (MOU) Pursuant to Government Code Section § 54957.6, conference updates and information between District negotiators and Local #4586 (BOD)~~

13. RETURN TO OPEN SESSION - No closed Session

14. REPORT UPON RETURN FROM CLOSED SESSION - No Closed session

15. AGENDA ITEMS FOR NEXT MONTH

7.3, 7.4, 7.6, 7.8

16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday November 12, 2019 at 6 p.m.

M/S Howe/ Jumper

Passed 4/0

Meeting adjourned at 7:13 p.m.

Prepared by:

Asset



Joy Vierra, District Administrative Assistant/ Amended by Mark Matthews, Fire Chief

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-

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

4444. Station 38 has disabled access and facilities. All Board meeting are recorded. Office hours Tuesday through Thursday 9am to 1pm.

Board Signature


