

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Board Meeting

March 10, 2020 at 6 p.m.

Jerry Jumper - Board Chair, Marie Fitts - Vice Chair,
Eileen Strangfeld - Board Secretary, Michael Irish – Director, Sonia Baron - 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: Irish Strangfeld, Fitts, Baron, Jumper

Absent: 0

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

1.2 Pledge of Allegiance

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

2.1 Adoption of Agenda

Motion to adopt the agenda

(M/S) Strangfeld /Fitts

Passed 4-0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

3.1 Board Oath of Office (BOD)

Board Chair Jumper gave Oath of Office to new Board Member Sonia Baron and she took her seat on the board for the remainder of the board meeting.

3.2 Service Recognition (Chief)

Phill Dayton was presented with a Service award for the years of dedication and service to the district.

3.3 Citizen Recognition Awards

Civilian Award for Bravery was presented to Stephanie Beck and Hazel Beck for risking their lives to save another

A 10 minute break was taken to enjoy some refreshments from 6:10-6:18 p.m.

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.

Molly Irish announced that the Grizzly Flats Fire Safe Council BBQ Fundraiser is July 25th at 5pm to be located at the Church.

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 February 11, 2020,
- 5.2 Minutes from Special Board Meeting March 2, 2020
- 5.3 Approval: payment of bills – green sheets
Motion made to approve Consent Calendar 5.1,5.2,& 5.3 minutes from Board Meeting February 11,2020, minutes from Special Board Meeting March 2, 2020 and approval payment of bills – green sheets
(M/S) Fitts/Strangfield Jumper, Irish, Fitts, Strangfield
Abstained: Baron
Passed 4/1

6. MONTHLY/STANDING ACTIVITY REPORTS:

- 6.1 Administrative/Chief's Report (Chief)

February-March 2020 Chiefs Administrative Report

Chief Matthews informed the board that he received word today that Pioneer Fire did not get the Prevention Grant applied for.

Chief Matthews provided Grant #1810 Radio/Pager information

Administration: (Vierra, Stutts, Garrett, Matthews)

Hiring – Open recruitment for all volunteer positions

Budgeting/Financial sustainability – On track for a 9% revenue short fall.

Purchasing – Freeze for basic operational items

Fire & Life Safety – Busy and waiting for BOS to adopt new codes/ordinances.

Outreach -

Compliance – Safety group will doing pre-safety inspections soon

Facility and equipment repairs – Hopefully we will get the parking lots painted sometime soon when it dries out.

Station 38 generators have been purchased and we are moving forward hopefully in by April 1. Station 32 door repairs and security door being installed this month due to break in.

Apparatus –U37 has been upgraded to type 7 and this completes all utility upgrades.

Investigations – None at this time.

Grants and donations – Cal Volunteer Grant purchasing PPE , some items have been delivered still awaiting more. Waiting to hear from 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 and we are applying with Georgetown fire on a pager and radio grant.

Training –BC Stutts is busy with QRT training and now St. 36 12 new members, we will be doing training with Amador March/April.

Updates – New mail room will be secured soon. Please do not come in the office on your own, even when occupied. You must be invited into the office by administration.

Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & SV's

Communications – Still Addressing ongoing issues with Camino.

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

Leoni Meadows – Moving forward with new team of 12, Training beginning this month.

Stations/Crews:

- 38 (Main) - Normal 24-7 manned station. New generator projects is underway, expected to have them in first part of April. Drive and parking lot painting lines hopefully soon. Monthly training meeting all disciplines. We

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will reevaluate the amount of repair needed on the eastside concrete after winter if funding allows, fencing repair ongoing. Apparatus; E38, E32, U38, WT 38, 8603 Trailer 38 and UTV 38.

37 Omo Ranch – Normal Volunteer station 24-7 EMS & Wildland QRT's. Generator transfer box will be completed this month. Crews still working on redoing water supply pump. Apparatus; P-37 & U37.

35 Grizzly Flats – Apparatus P-35, U235, BC Stutts working out of station part-time. Office move has been delayed due to property owner be sideline with an injury, hopefully we should move into office by 4th week of March.

34 Mount Aukum – Nothing to report

32 Sandridge – Apparatus; E338 & E335. Repairs ongoing due to break in, adding security screen door lock boxes for apparatus (keep keys in them)

31 Willow – Normal 24-7 County communications have purchased generator project should be completed by June 15, 2020. he 14K generator, estimated June/July completion. Apparatus; P31 and 8600.

Admin We will be slowly upgrading florescent lights to LED. Securing mail room and minor office repairs

Water Planning:

Public Education:

6, 7 and 8th grade 1st aid and CPR begins this month. Blood Pressure Checks every 2nd Wed and 4th Wed of the month at Pioneer Park from **11:45AM to 12:15PM**. Public safety committee meeting. We are now waiting for response from main players for US Forest Service and plan on moving forward Grizzly Flats evacuation program, prevention to programs along with Cal Fire and other agencies. Working on appreciation nights for QRTs and separate for Career/Reserves. Public Safety Day planning on going.

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. We will be focusing on safety training and safety issues along with the upcoming wildland season. We will be doing most of our EMS training in house. This should save us time and funds.

Community Meetings and Groups:

BC Stutts is now going to GFFSC and making community contacts in GF. Myself and kara share going to ORFSC and AFFSC meetings.

PVFA Maybe procuring the community center across the street from station 38, if this occurs this will free up station 34. PVFA plans on moving their supplies and equipment to the center. Opening station 34 for us to use as a move up station.

Call Activity:

Fires

Vegetation	4	Structure	2	Other	1
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Medical/MVA/ Rescue or HM/Public service

Medical	28	MVA	3	Rescue	1	Public service	17	Other	7
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Total 63

Other: Unusual Occurrences/Injuries: One SV has had to take leave to, due off duty injury, Station 32 break in.

Mark S. Matthews

Fire Chief

6.2 Local #4586

No report

6.3 PVFA

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We had a wonderful thank you dinner last Saturday night. The PVFA is still working on obtaining the Fairplay-Aukum Community Hall. PVFA Pancake Breakfast and Easter Egg hunt is April 11 at Pioneer Park. Breakfast served 9-10:30 a.m. Easter Egg hunt will begin at 11 a.m. sharp. PVFA provided PFPD \$27,000 that was raised from the crab banquets.

6.4 Financial (Chief)

Chief Matthews provided an update on the financials and is projecting a possible 9%-10% decrease in income from property taxes this year.

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)

Chief Matthews provided an update stating that the local districts may be responsible for initial inspections if complaints are made to the county. The county would be responsible for enforcing the ordinance, not the local districts.

7.2 JOA (Chief)

We are still in conversation with Amador Fire Protection District. We hope to have recommendations to bring to the board soon for a joint operations agreement.

7.3 Board Policy Manual Update (BOD)

Director Strangfeld provided an update related to the job description for the Secretary position. There is currently language in the manual to address this position. She will be bringing back all references to the secretary position at a future board meeting.

7.4 PFPD Yearend Report (BOD/Chief)

Year-end report provided by the Chief was removed. Grammar Corrections were made.

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 Conflict Of Interest (Chief)

A letter of concern was received in the mail addressed to Pioneer Fire Protection District from the "Omo Ranch Community". The letter was read into the record. Board discussion took place. Any concerns related to Fire Safe Councils are not under the jurisdiction of the Pioneer Fire Protection Board. Suggestion was made to have Chief Matthews investigate the letter.

Open discussion to the public

Delores Jumper shared public comment and concerns related to the letter received.

Director Jumper shared his thoughts regarding the letter.

Chief Matthews gave an overview of how he would investigate, that it would be a consensus of the Omo ranch community and not contain individual names.

Clarification of what exactly would be investigated was needed. The Fire Safe Council is not under the board's jurisdiction. The Volunteer programs are under the Chief's direction.

Motion made to direct Chief Matthews do an investigation to look into if there is a conflict of interest for a board member to also be a PFPD volunteer and if there has or has not been a misrepresentation of authority as it pertains to the Pioneer Fire Protection District.

(M/S) Fitts/Baron

Passed 5/0

8.2 Conflict of Interest & update (Fitts/Strangfeld)

Director Fitts provided an overview of conflict of interest related to being a board member and an employee or volunteer of PFPD.

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Motion to adopt the following language "All Board Members are subject to all provisions of California law relative to conflicts of interest and to conflict of interest codes adopted by the Board. The Pioneer Fire Protection District Board of Directors has determined that participation in "various firefighting activities" either employee or volunteer Stipend position constitutes a conflict of interest with Board activities and policies. In order to create a clear and transparent Board majority on all issues related to "firefighting activities and policies," the Board has determined that if elected for a Board position a board member must be free of all encumbrances during their tenure. Therefore, it is deemed in the best interest of the District that Board members be either members of the firefighting community or a member of the Board of Directors."

M/S Fitts/Irish

Roll Call Vote

Ayes: Irish, Strangfeld, Jumper, Fitts, Baron

Noe: 0

Abstain: 0

Passed 5/0

Director Jumper will have a decision made by the next board meeting.

8.3 Automating Vehicle Locate (AVL) Information (Chief)

Chief Matthews gave an overview of purchasing an automatic Vehicle location system (AVL) for the apparatus at PFPD. JPA has approved adding. Cost for purchasing for the department, to include infrastructure, licenses, equipment for a startup of approximately \$10,000.00 so we can continue to communicate with dispatch on all levels.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

PFPD received a letter form a family thanking PFPD staff for the service received at Station 38 after arriving on scene at the station for assistance.

10. GOOD OF THE ORDER

Nothing to report

11. UPCOMING CALENDAR OF EVENTS

Grizzly Flats Fire Safe Council BBQ Fundraiser is July 25th at 5pm

PVFA Pancake Breakfast and Easter Egg hunt April 11 at Pioneer Park. Breakfast served 9-10:30 a.m.

Easter Egg hunt will begin at 11 a.m. sharp

May 9th South County Public Safety Day

Amarado Festival is the last Saturday in June

12. CLOSED SESSION

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

No information to report, the BOD elected not to go into closed session

13. RETURN TO OPEN SESSION

14. REPORT UPON RETURN FROM CLOSED SESSION (if applicable)

15. AGENDA ITEMS FOR NEXT MONTH

For Old business

7.1 PFPD Vegetation Management (Ad-hoc updates) Ordinance

7.2 JOA if needed

8.2 Conflict of Interest & update

Update on Fire Codes and Ordinance

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(M/S) Fitts/Strangfeld

Passed: 5/0

Meeting adjourned at 8:20 p.m.

16. ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday April 14, 2020 at 6 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


