

MINUTES
Pioneer Fire Protection District
Board Meeting
Tuesday, November 13, 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
Pursuant to Gov't Code § 54953(b)
Eileen Strangfeld to attend via Tele conference from:
5075 Cary Dr.
Grizzly Flats Ca 95636
Directors Present: Strangfeld, Fitts, Pratt
Directors Absent: Dayton
Salute to Flag
Adoption of Agenda
(M/S) Strangfeld/Fitts
Roll Call Vote
Ayes: 3 Strangfeld, Fitts, Pratt
Abstain: 0
Notes: 0
Passed 3-0

2.0 PUBLIC COMMENT OTHER THAN AGENDA ITEMS

3.0 CONSENT CALENDAR

- 3.1 Minutes from Board Meeting October 9, 2018
- 3.2 Minutes from Special Board Meeting October 18, 2018
- 3.2 Board approval of payment of bills – Copy of Greensheets attached

Motion to approve Consent Calendar, Greensheets, October 9th & 18th Minutes with corrections to October 9th minutes section 6.2 and October 18th minutes section 6.2 typo errors.
(M/S) Fitts/Strangfeld
Roll Call Vote
Ayes: 3 Strangfeld, Fitts, Pratt
Abstain: 0
Notes: 0
Passed 3-0

4.0 ITEMS REMOVED FROM CONSENT CALENDAR

5.0 UNFINISHED BUSINESS

5.1 Vehicle leasing Paul Shaffer (type 6 and 7)

Motion to accept Amended Vehicle Lease Agreement with Paul Shaffer
(M/S) Fitts/Strangfeld

Roll Call Vote

Ayes: 3 Strangfeld, Fitts, Pratt

Abstain: 0

Notes: 0

Passed 3-0

6.0 NEW BUSINESS

6.1 Oath of Office for Reserve FF

Reserve FF's Gronewold, Hodges and Pedro were sworn in by the Chief

7.0 STANDING REPORTS

7.1 Chief's Report

October/November 2018 Chiefs Administrative Report

Updates:

- Reserve/Volunteer program:** We have appointed Tony Pedro as a new Recruit Reserve and Kyle is off on an injury. Crews recruited at the College in late October. Wildland QRT (Quick Response Team) recruit open on November 1, 2018 and EMS QRT recruitment will open November 6, 2018. Water Tender Volunteer recruitment is on our radar.
- Wildland deployment:** Nothing to report
- Auto aid/mutual aid:** Only a few move ups this month and a few in district and out district aid request
- Annexation:** None to report
- Crews:** Have been busy with shift assignments while calls have been slow this past month.
- Administration:** Moving along with several new and old programs, coordinating getting the administration caught up to newer standards.
- EMS Program:** Grizzly QRT program vehicle may be here by mid-December, we have secured mobile radios and a few portable radios from JPA, County and CAL FIRE. Currently recruiting for EMR and EMTs.
- Training programs:** Monthly Training program is in effect this month, we are looking at receiving training for our expanded scope (allowing our EMTs to do more skills) Looking at starting training for our EMS QRT response program, Wildland ORT response program sometime in December/January continuing to refining our reserve and volunteer FF programs.
- 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. Leak in living quarters restroom created damage to the floor and possibly the wall waiting on repair quotes.
- Station 37 (OMO Ranch):** 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. The PVFA fire prevention sign has been relocated to station 37 from 34. Its looking better.
- Station 35 (Grizzly):** Issues with the Garage door opening fully, hope to have repaired soon. GFFSC cleaned up the property in October, it looks great. Thank you letter sent to them.

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.
13. **Station 32 (Sandridge)** we have our water-tender at this station along with PVFA Historic Engine, May be relocating the PVFA engine sometime in the near future. Still having trespass issues.
14. **Station 31 (Willow)** We have one patrol (Rescue/Brush unit) at this station with command rig after 5PM. Gravel work completed along with the new carports. Minor repairs weekly. Will be working with CALFIRE, School District and Cal.Net on providing a power back up.
15. **Facilities:**
 - **St. 31** Station water supply tank repair and adding gutter.
 - **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
 - **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** Again we will be conducting a safety walk through in November 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:** Nothing to report
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.
19. **Communications:** I may have procured 20 used BK radios from CAL FIRE. Still we be asking for more when they open grants up.
20. **Unusual Occurrences/Injuries:** One reserve FF is out due to personal off duty injury, the wind storm of October that knocked over my plastic chair; left us with a few issues due to PGE shutting off power, internet was interrupted and damaged, tone 14 (south county radio communications required generator power; we will be working with CAL FIRE to upgrade a more efficient generator source. Station 31 is set up for portable generator but generator got fried.
21. **Training Conducted:** New hire training, EMS/Fire/Rescue training, we are currently focusing on all hazards. Working with county to upgrade our programs
22. **Projects:** New and updated EOP's, AOP's, Information sheets, and Policy and Procedures manuals are distributed and available to crews we are currently are review 6 policy per category each month. Station training new equipment apparatus and task books. FF recruitment is moving forward testing taking place in early November with interview occurring on the 12 and 19th of November. This is to establish a hiring list for potential future openings. EMS QRT and WL QRT recruitment in November. SDI contractual services for WL protection/stand-by. Grant filing and contracts. Working with county on vacation rental inspection program. Working with GFFSC on pre-designated escape routes and SCBA replacement is a high priority project too. Omo Ranch Fire Safety Counsel.
23. **Fleet Issues:** Command vehicle will need new tires soon, and driver seat repaired. Working on QRT vehicles soon
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 Joy is doing great!
25. **Schools:** We have been involved in a few school activities and plan on being more involved soon

- 26. **Grants:** Submitted Water Tender AF Grant and Micro Grant for SCBA.
- 27. **Public education** working with GF on evacuation program, prevention programs along with Cal Fire and other agencies. Crews interacted with Harvest Festival on October 31, 2018 received great comments from the community.

28. Alarm/Call Information:

Fires calls	
Vegetation	01
Structure	00
Other (car/trash/misc.)	00
	<u>Total 01</u>

EMS/Rescue	
	<u>Total 24</u>

Haz-Conditions	
Service calls	
Good Intent	
Unk. type	
	<u>Total 15</u>

10/01 to 10/31/18 40

- 29. **Community Meetings and Groups:** Continue to meet with OMO Ranch group, they established the Omo Ranch Fire Safety Counsel on November 2, 2018!!!! 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, Water Tender/Apparatus operator Volunteer.
- 31. **JPA meetings:** Attended all EDFC meeting and LAFCO
- 32. **Apparatus:** Captain Selig is still moving forward in prep of UTV

Mark S. Matthews, Fire Chief

7.2 Report for Firefighter's Local #4586
Still working on Negotiations with the union

7.3 Report from PVFA
Fire and Wine event was the largest so far. Made approx. \$2700.00. Approximately 98 people were in attendance. Kim Pratt's efforts in coordinating the event was noted. Crab Banquet tickets are selling very well. Christmas Party is being planned for December to be held at Station 38, date TBA.

7.4 Financials
Chief reviewed financials

8.0 AGENDA ITEMS FOR NEXT MONTH

New Business: Swearing in of New Board Members
Old Business: Policies and procedures

9.0 FINAL COMMENTS BY DIRECTORS

Jerry Jumper stated that the Omo Ranch Fire Safety Council is going well. All is moving forward and grants are in process. The next meeting is Saturday Nov 16th at 8am at Indian Diggins School.

Donations of tents and sleeping bags are needed for the Camp Fire Victims. Donations can be dropped off to Marie Fitts.

Dan Dwyer also commented on the ripple effect that the Fire and Wine event had on the local community for the Gold Vine Grill and Grizzly Pub and Grub.

10.0 ADJOURN MEETING

Motion to adjourn the meeting

(M/S) Fitts/Strangfeld

Roll Call Vote

Ayes: 3 Strangfeld, Fitts, Pratt

Abstain: 0

Notes: 0

Passed 3-0

Meeting Adjourned at 6:55pm



Board Signature

Note: All Board meetings are recorded. That agenda is available on the District's web site (ww.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.