

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

March 14, 2019 at 6PM

Dave Pratt - Board Chair, Eileen Strangfeld - Board Secretary
Ripley Howe - Vice Chair, Marie Fitts - Director, 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

1.1 ROLL CALL

Present: Strangfeld, Howe, Jumper, Pratt

Absent: Fitts

PLEDGE OF ALLEGIANCE

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

2.1 ADOPTION OF AGENDA

A motion was made to adopt the agenda contingent on the removal of items 12.1, 12.2 & 12.4. There was no second.

A Second Motion was made to adopt agenda as stated with the exception of items 12.1 and 12.4.

(M/S) Strangfeld/Howe

Passed 4-0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

3.1 Oath of Office

Richard Milan and John Schwitalla were given their Oath of Office by Chief Matthews.

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.

Statement made by Kane Gardiner, former A Shift Captain and Prevention Officer at PFP made at the March 14, 2019 Board meeting as transcribed from audio tape by Joy Vierra.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

I want to make the Pioneer Fire Protection Board of Directors and the public aware of the fact that the current fire chief, Mark Matthews, has, and is currently, breaking California and Federal Laws on a regular basis. Since the first month of the Chief's tenure it was suspected by all personnel that the Chief was recording/listening to conversations among staff members and during private phone calls. There have been too many coincidences of conversations between staff, and within days a new policy or department directive based on these conversations. Recently the device, a Panasonic Home Hawk, which records both audio and video, based off motion, was discovered in the Chief's office and is currently still sitting on the window sill of his office. While it is not illegal to have this, it is illegal to record without consent of all being recorded. This is a violation of the California Penal Code 832. In discussion with a lawyer, it was brought to my attention, that, because he has recorded and listened to private phone conversations, he is also breaking federal laws related to the Wiretapping and Eavesdropping Act. I am here tonight to request the Board remove Mark Matthews from the position of Fire Chief of Pioneer Fire Protection District. Regardless of the Board's decision, this information will be presented to the El Dorado County Board of Supervisors, the Department of Labor, and to the media. As we, all of us here, feel that the public should be made aware of the Chief's actions. We feel, that, at a minimum, a thorough background investigation should be performed on the current Chief as we know that this was not done pre-hire, and that this information be presented to the investigator. These illegal acts have created a liability to the department and can result in a lawsuit/s against the Chief and the Board, should no action be taken.

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 December 11, 2018

Item 5.1 was pulled from Calendar, did not have quorum to approve. Will hold over to April Agenda.

5.2 Minutes from Board Meeting February 12, 2019

Motion made to approve.

(M/S) Jumper/Strangfeld

Passed 3-0

Abstaining: 1-Pratt

5.3 Approval: payment of bills – green-sheets

Motion made to approve 5.3 Payment of bills-greensheets.

(M/S) Howe/Strangfeld

Passed 4-0

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

6. MONTHLY/STANDING ACTIVITY REPORTS:

6.1 Administrative/Chiefs Report

Chief Matthews acknowledged Cory Danielson – McKeague for his service to PFPD since 2016 as a Reserve FF and wished him well as he will be moving to Seattle.

January-February 2019 Chief's Report

Updates:

1. **Reserve/Volunteer program:** On 2-8-19 Robert Milan has been hired as a Recruit Reserve Volunteer Kyle is still on a leave of absence for FF I and II Academy. Currently recruiting for all volunteer positions. Chris Papas was off for several weeks for Maternity Leave and is back.
2. **Auto aid/mutual aid:** Normal move-ups
3. **Annexation:** LAFCO and Board of Supervisor scheduled a meeting and met with area fire district board members, working on sustainability. Next meeting February 14, 2019 1400
4. **Crews:** The weather has kept crews busy with calls, weather issues at stations and grounds. They are still working on station and district projects, training new personnel and responding to calls for service.
5. **Administration:** The weather has slowed foot traffic at the office but increased phone and email activity. Office still open from 9 to 1pm Tuesday thru Thursday, Joy is in office until 2:30 PM. Joy is keeping the public and vendors well informed and I have
6. received several compliments on her customer service.
7. **EMS Program:** The Grizzly QRT program vehicle is held up right now, working with county and Board of Supervisor for approval; I may be looking at another option. First meeting with potential QRT members was held Wednesday the 6. Potentially starting an EMR program in February. We are in discussions with two other EMR program instructors.
8. **Training programs:** Monthly Training program is up and running, we cover the following disciplines each month with different modules: EMS, Specialty Team, Wildland, and Structural, Rescue, Safety, Policy Review, Public Education and other. Captain Morford (coordinating instructors) may have expanded scope training coming to the crews in Mid to late March, this allows our EMTs to do advanced skills.
9. **Station 38 (Main)** Normal 24-7 manned station. Work to begin in early engine bay ceiling appears to be fixed (5K). We will be working with PVFA on relocating the Historic Fire Engine to an area in front of the station date TBA. Work has been completed on the leak and water damage in living quarters RR (2.2K).
10. **Station 37 (OMO Ranch):** P-37 is now stowed at the station, still working with IDS to remove their supply's. Pay phone disconnected, I will be contacting AT&T to see if we can get a 911 phone at this station.
11. **Station 35 (Grizzly):** E335 is at 38 second out due to 338/32 repairs
12. **Station 34 (Mt. Aukum)** PVFA still utilizing for storage, PVFA has cleaned and reorganized. Cal Fire will be placing a new prevention sign in old location of PVFA sign after up staffing occurs later in 2019.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

13. **Station 32 (Sandridge)** Water Tender station nothing to report.
14. **Station 31 (Willow)** We have one patrol (Rescue/Brush unit) at this station with command rig after 5PM. OES Frank and myself are working on a Homeland security grant for a station and communications vault generator. This generator will power Station and Communication tower vault. Placed padding down in 50% of engine bay, still repairing walls, flooring, and misc repairs. Gutter destroyed when 12 to 14 inches of snow came down. Will re-evaluate gutters, we will be adding a entry cover.
15. **Facilities:**
 - **St. 31 Station:** Filling and repairing woodpecker holes, drywall, flooring, entry cover re-evaluates gutters and cabinets.
 - **St. 32** No Trespassing order signed with County SO
 - **St. 34** Still need to fill holes in walls and soffits
 - **St. 35** Repair drywall in ceiling due to garage door replacement & engine bay door, minor repairs to walls/ceiling.
 - **St. 37** Repair holes in exterior walls, soffits and remove nest
 - **St. 38** Looking at repair concrete on eastside and we may need to reseal the asphalt soon, fencing repair needed and rock front.
 - **Administration Offices** Minor repairs. We will be adding exit signage, new smoke detectors.
16. **Staffing Information:** St. 38 minimum of two career with a maximum of four (two reserve one, reserve FF and one recruit reserve FF), St. 31 one career after 4:30pm, administration office Tue-Thu 0900-1PM (Joy in office 1300-1430), duty chief staffing during day M-S.
17. **Camino 911 center and Communications:** Nothing to report! 2023 it appears most of our radios will be non-functional and needing replaced due to federal and state standards.
18. **Water supply/Prevention/Planning:** VHR inspection start in January, county is catching up.
19. **Communications:** Working with dispatch on response matrix
20. **Unusual Occurrences/Injuries:** Nothing to report
21. **Training Conducted:** As noted above crews are following a structured training regimen. We have another new reserve candidate who starts the week of February 11, 2019. New hire training, EMS/Fire/Rescue training. EMR training coming up for QRT EMS programs, still working on finalizing the training programs for QRT EMS and Wildland. Crews will be doing live fire training with County Agency's in Mid-February.
22. **Projects:** Captains recruitment begin in January, closes March 22, 2019. We have one retirement to fill in June, we plan on establishing a list for potential future openings. EMS QRT and WL QRT recruitment still open. Continue working with County Sup with VHR inspection program. Working with GFFSC on pre-designated escape routes and SCBA replacement is a high priority project looking at March for upgraded SCBA. Omo Ranch Fire Safety Counsel and Somerset/Fairplay Fire Safety Counsel. I will be meeting with groups from GF, OMO Ranch and Somerset on district sustainability.
23. **Fleet Issues:** 8600 driver seat has been repaired. P37 in-service, EMS QRT vehicles if approved will need lights and radio. UTV being complete for in-service training in February.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

P-38 OOS at shop being diagnosed and repaired, P-35 at station 38 for back up. 338 OOS due to engine issues, Cpt. Selig getting quotes and working on it. E32 has a power steering leak, Cpt. Selig getting parts repaired. E38 back in-service after break drum issue. We were down to one engine for 2 days.

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
25. **Schools:** Nothing to report
26. **Grants:** Nothing to report, I will be working on CALFIRE Grant soon. Not sure if government shut down effected SAFER grants.
27. **Public education:** Crews are conducting Blood Pressure Checks every 2nd Wed and 4th Wed of the month at Pioneer Park from 11:45AM to 12:15PM. Positive feedback from several seniors. Working with GF & OES on evacuation program, prevention to programs along with Cal Fire and other agencies.
28. **VHR:** Nothing to report.
29. **SPI Contract:** Nothing to report
30. **Alarm/Call Information:**

Fires calls

Vegetation	01
Structure	02
Other (car/trash/misc.)	01
Total	04
EMS/Rescue/MVA	44
Haz-Conditions	05
Service calls	13
Good intent/False calls/other	12
12/1 to 01/01/19	Total 74

31. **Community Meetings and Groups:** Continue to meet with OMO Ranch Fire Safe council, GFFSC & now Mt. Aukum/Fairplay. We are organizing sustainability groups from the GF, OR, MF and PVFA. The goal is to address, fiscal impacts and insurance issues in our district (staffing levels too). Still meeting and advertising EMS QRT, wildland QRT and disaster planning. Meeting with Pioneer school district and with Indian Diggings and soon with Leoni Meadows. Will be attending senior lunch in February
32. **Volunteer recruitment:** Working on the following programs: EMS QRT, wildland QRT and Volunteer FF, Water Tender/Apparatus operator Volunteer.
33. **JPA meetings:** Attended all EDFC, JPA financial, EDFO, and LAFCO when possible, I am the EDFC Treasure
34. **Apparatus:** Captain Selig is still moving forward in prep of UTV and all fleet issues.
35. **PVFA:** The PVFA has given \$6000.00 towards Reserve program. Awesome.

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

Fire Chief

- 6.2 Local #4586
Still working on negotiations for over 3 years. Looking for outside Counsel and support from other agencies.
- 6.3 PVFA
Both Crab Banquets were a great success. The Thank You Dinner was also a big success. Funds are already being used from the Crab Banquet for SCBA's. The Easter Egg Hunt Pancake Breakfast is scheduled for April 20th, 2019 to be held at Pioneer Park. Breakfast will be 9-10:30 and the Easter Egg Hunt will be held at 11:00 a.m.
- 6.4 Financial
Financials were reviewed
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 Board Policies and Procedures Manual
Director Strangfeld spent considerable time editing the document to bring the current document into a word processing format that can be updated as needed. Page 26 of the document Article 3.6 may need to be amended. The document is ready to be adopted. No motion was made at this time. This item will be held over to the April Board Meeting.
 - 7.2 Vehicle Replacement.
The Chief gave an overview for the purchase of the new Command Vehicle.
Motion was made to Purchase Dodge Ram 1500 with the priority package. An additional \$1800.00 was approved for a slide out and an extra \$500.00 for Miscellaneous.
(M/S) Howe/ Jumper
Roll Call Vote
Ayes: 4 Strangfeld, Howe, Jumper, Pratt
Abstain: 0
Noes: 0
Absent: Fitts
Passed 4-0
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 Contract Services for CPA Fechter & Company for 2017-2018 Audit
No vote needed, but will move forward with the contract for the 2017-2018 audit

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

- 8.2 Review, update or change Article 3.6 Fire District Legal Counsel in the Board Policy Manual

Director Howe presented a request to amend the Board Policy Manual to require two board members be necessary to engage with or employ the attorney as opposed to just one the way it is now. Comments were heard from the Board and public. Language modifications to Article 3.6 will be brought to the April Board Meeting. The Board Policies and Procedures Manual can be voted on at that time.

9. CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

10. GOOD OF THE ORDER

11. UPCOMING CALENDAR OF EVENTS:

- 11.1 PVFA Easter Egg Hunt/Pancake Breakfast is scheduled for April 20th, 2019, at Pioneer Park.
- 11.2 AFFSC Meeting at Pioneer Park March 20th.
- 11.3 El Dorado Fire Safe Counsel Meeting March 20th.

12. CLOSED SESSION

Closed Open Session at 7:18 p.m., Opened Closed Session 7:20 p.m. Director Howe expressed his objection to having closed sessions related to 12.2, but will attend the closed session.

- ~~12.1 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.~~
- 12.2 Anticipate Litigation (Significant exposure to litigation pursuant to Gov't. Code Section 54956.9(d)(2) or (3).
- 12.3 Labor negotiation (MOU) Pursuant to Government Code Section 54957.6, conference updates and information between District negotiators and Local #4586
- ~~12.4 Security Pursuant to Government Code Section 54957 (a) matters posing a threat to public services or facilities (standing closed session)~~

13. RETURN TO OPEN SESSION

Returned from closed session at 8:07pm

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

Nothing to report out, took no action on any items.

15. ITEMS FOR NEXT MONTHS AGENDA

1. 5.1 Minutes from Board Meeting December 11, 2018
2. 7.1 Board Policies and Procedures Manual – Old Business

PIONEER FIRE PROTECTION DISTRICT

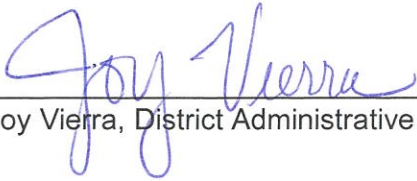
Board of Directors Regular Board Meeting

3. Response from Attorney regarding Brown Act Compliance - New Business
4. 7.2 Vehicle Replacement Under Old Business
5. Presentation for BC Position – New Business

16. ADJORNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday April 9, 2019 at 6 p.m.

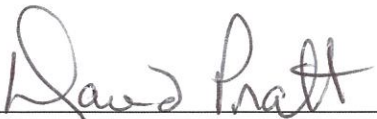
Motion to adjourn
(M/S) Howe/Strangfeld
Meeting adjourned at 8:11 PM

Prepared by:



Joy Viera, 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 1pm.



Board Signature

Note: All Board meetings are recorded. The 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.