

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Regular Board Meeting

December 10, 2019 at 6PM

Marie Fitts - Board Chair, Jerry Jumper - Board Secretary

Ripley Howe - Vice Chair, Michael Irish - 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: Jumper, Irish, Fitts

Absent: Howe

Administrative Staff Present: Chief Matthews, 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 with the change to address item 7.3 under section 3 out of order.

(M/S) Jumper/Irish

Passed 3/0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

3.1 7.3 Update on open Board Position

Eileen Strangfeld was the only person who filed for the open board position with the County Elections Department during the open filing period. Eileen Strangfeld was sworn into office by Chair Fitts and will take her seat at the next Board Meeting.

3.2 Reading of exceptional performance letters and letters received from the public.

Kara Garrett, Paul Schaffer, and Jerry Jumper were presented letters of exceptional performance. Admin Vierra read several thank you letters received for Pioneer's recent deployment to the Kincade Fire.

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.

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

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the Board remove the item from the Consent Calendar. Comments may be limited to three (3) minutes.

5.1 Minutes from Board Meeting November 12, 2019

5.2 Approval: payment of bills – green sheets

Motion to approve the consent calendar

(M/S) Jumper/Irish

Passed 3/0

6. MONTHLY/STANDING ACTIVITY REPORTS:

6.1 Administrative/Chiefs Report

November/December 2019 Chief's Administrative Report

Administration: (Vierra, Stutts, Garrett, Matthews)

Office hours -- Open from 9 to 3pm Monday thru Thursday.

Hiring – Recruiting Reserve/Stipend Vols and all QRT position.

Budgeting/Financial sustainability – Revenues are increasing but we most likely will have a short fall.

Purchasing – We are upgrading all our PC's and Lap Tops in addition we will be upgrading our server.

Fire & Life Safety – We have been conducting several construction/building inspections, some new business and vacation home rental inspections. Kara and Mike are doing CPR training for our groups and Kara is doing 8th grade CPR at Mountain Middle School. Lots of prevention programs moving forward. Joy has been handing out several burn permits and answering lots of prevention questions.

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 –

Facility and equipment repairs – Hopefully we will get the parking lots painted sometime soon when it dries out. Parts are in and we should be getting station 38 generator fixed, concrete placed on hold due to Generator at Station 38 needing repair. Computer upgrades currently being upgraded and repaired.

Apparatus -- U38 has been upgraded to a type 7, currently upgrading U37 and U35 to type 7.

Investigations – None at this time.

Grants and donations – Cal Volunteer Grant purchasing PPE 7 to 9 weeks out, we have issued new wildland helmets. We have just filed a CCI grant through Cal Fire. 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. We have applied for a regional SCBA grant.

Requirements – Training, education, OSHA, safety and legal

Training – Shift, volunteers, administration and district, BC Stutts is working with ROP, Cadets, QRTS and Career training this includes working with Amador Co. Fire.

Updates – BOD mail boxes in new mail room.

Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & Reserves (name change to this position coming in January).

Communications – Still working on updating response areas, matrix and pagers, we have met with Camino administration and we may have made some progress.

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

Stations/Crews:

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- 38 (Main)** - Normal 24-7 manned station (2-career with max 4 daytime and a duty Chief). 50K main generator engine hopefully repaired this month looking at 3500.00 to 5000.00 for repairs. Drive and parking lot painting lines hopefully soon. Antique engine building has been completed. Engine bay leaks repaired. Monthly training will be focusing on wildland, ems/rescue, fire and life safety and compliancy. Will be repairing concrete on eastside after winter if funding allows, fencing repair ongoing. The dangerous tree on East property has been cut down. Apparatus; E32, E38, E338, U38, 8603 Trailer 38 and UTV 38
- 37 Omo Ranch** – Normal Volunteer station 24-7 EMS & Wildland QRT's. Generator has been purchased but is currently being used at 38 until the large generator is repaired, generator moved to station 35 has been returned allowing emergency power. Crews will be working on redoing water supply pump. Apparatus; P-37 & U37. County has delivered two loads of grindings crews are spreading it this month. Captain Ramsey will be working on generator power hook-up. Station looks good, restroom has been painted. No parking painted on ramp
- 35 Grizzly Flats** –Captain Ramsey will be installing generator power hook-up in January and when we complete it, we moved the St. 37 generator to 35. Apparatus P-35, U235 U35 Leoni. Station looks good. No parking painted on drives
- 34 Mount Aukum** – Not staffed PVFA still utilizing for storage. Captain Selig working with PVFA to allow us to utilize 50% of the station for move ups from station 37. No Parking painted
- 32 Sandridge** – Volunteer water tender station. Captain Whelden will be replacing the man door and Captain Ramsey add motion lights. Drive and ramp have No Parking painted on drive and ramp. Apparatus; WT38 & E335.
- 31 Willow** – Normal 24-7 with Chief, ramp has no parking painted. Constantly repairing woodpecker holes, flooring, entry cover and working with OES on Generator for Vault tower, Willow School 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. Apparatus; P31 and 8600. Working with PVFA and OES to potentially remodel Willow School for an ECC, Staging facility and emergency cooling/rehab facility.

Admin Leaks in office area have been repaired, upgrading PCs and Server. Mail room soon to have metal door separating kitchen. We will be slowly upgrading florescent lights to LED.

Water Planning:

We are working with contractors and citizens on hydrant water supply. We will be addressing moving the old water tanks from Stations 32 and 34.

Public Education:

Kara and crews are active in the schools, doing our Fire & Life safety education. Mike & Kara are busy teaching CPR to our kids and community. 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**. Public safety committee meeting. 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 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. Mike is completing the reserve task book and drivers 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

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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. Potentially placing up a reader board sign at 4 corners.

PVFA

Crab banquets January 25 and February 1. Santa coming to 38 on Dec. 8, 2019 We are using their funds to keep us moving forward with volunteers.

Call Activity: (November 1 to November 31)

Station 38

Vegetation	01
Structure	01
Other (car/trash/misc.)	04
EMS/Rescue/MVA	36
Haz-Conditions/Haz-Mat	03
Public service calls, good intent, false calls/other	14
Total	58
Est. Total Loss (fire)	\$ 0

Grizzly Flats Area/QRTS/St. 35

Vegetation	00
Structure	00
Other (car/trash/misc.)	00
EMS/Rescue/MVA	07
Haz-Conditions/Haz-Mat	02
Public service calls, good intent, false calls, other	01
Move ups (cover 31/38)	01
Training	1.5 Hrs
Other	3.0 Hrs
EMS	4.0 Hrs
Wildland	7.0 Hrs
Public Education	

Omo Ranch Area/QRTS will update at meeting

Vegetation	00
Structure	00
Other (car/trash/misc.)	01
EMS/Rescue/MVA	02
Haz-Conditions/Haz-Mat	01
Public service calls, good intent, false calls, other	02
Move ups (cover 31/38)	06
Training	02Hrs
EMS	06
Wildland	04
Public Education	03

Willow Station

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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

Other: Unusual Occurrences/Injuries: Lots of Snow with lots of rain, to help our community we have a small amount of sandbags at 31, 35, 37 & 38 for quick respond or use for flooding, plus station 32 is our sandbag station.

Mark S. Matthews
Fire Chief

- 6.2 Local #4586
Nothing to report
- 6.3 PVFA
Lynette broke her leg over the weekend. She is recovering. The Christmas Party at the station was a great success.
- 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 PFPD Vegetation Management (Ad-hoc updates) Ordinance (Director Jumper/Chief)
The committee met there was a good turnout. A lot of material was covered. The next meeting is December 16 at Station 38 with the hope of getting a draft put together to present.
 - 7.2 PFPD Building/Facility Use Agreement review of AOP 1.1.30 (Chief)
A finalized copy of the internal AOP policy was presented that was adopted at the last board meeting.
Update on open board position; (Vierra) Heard out of order in section 3.
- 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 JPA Proposal (Chief)
Chief gave an overview of County ambulance service and the possibility of PFPD placing a bid to have a medic unit.
Motion was made for approval for Chief Matthews to proceed with the JPA Medic Unit.
(M/S) Irish/Jumper
Passed 3/0
 - 8.2 PFPD District Fire Life & Safety Inspection Fees
Chief gave an overview of fee increase for inspections for permits and Fire Life & Safety Inspections for the district.

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Motion made to accept the Fire Life & Safety Inspection Fees as presented in the new price schedule to be effective on all new permits and business inspections effective January 1st 2020.

(M/S) Jumper/Irish

Passed 3/0

8.3 Conex Containers Purchase and Use (Chief)

Chief expressed his concerns related to the safety issues in relation to storage of items in the engine bay. The proposal for the purchase Conex Containers was reviewed and the pros and cons of 20' vs 40' were discussed.

Motion made to approve the purchase two 20' Conex storage Containers from the reserve fund, to try and pay forward out of the current budget with the purchase price of \$4200.00 to include delivery along with the permit fees of \$400.00 to \$750.00.

(M/S) Jumper/Irish

Roll Call Vote

Ayes: Jumper, Irish, Fitts

Nay: 0

Abstain: 0

Absent: Howe

Passed 3/0

8.4 Water Tender Purchase (Chief)

The Chief reviewed the need for a water tender either new or used. This could provide income if deployed, and add protection to the district. This will be tabled future meeting.

9 CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

9.1 Heard out of order ahead of 8.3 and 8.4 Chief requested a special meeting to review mitigation impact fees with relation to increasing water in the district with a new water tender. Meeting date to be determined.

10 GOOD OF THE ORDER

11 UPCOMING CALENDAR OF EVENTS

11.1 Crab Banquets are coming up volunteers for the second banquet are needed.

12 CLOSED SESSION No Closed session was held

~~12.4 Labor negotiation (MOU) Pursuant to Government Code Section § 54957.6, conference updates and information between District negotiators and Local #4586 (BOD/Chief)~~

13 RETURN TO OPEN SESSION

14 REPORT UPON RETURN FROM CLOSED SESSION

15 AGENDA ITEMS FOR NEXT MONTH

7.1 PFPD Vegetation Management (Ad-hoc updates) Ordinance (Director Jumper/Chief)

16 ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR January 14, 2020 at 6 p.m.

Motion to Adjourn

(M/S) Irish/Jumper

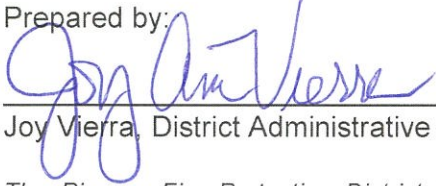
Passed: 3/0

Meeting adjourned at 7:38 p.m.

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Prepared by:



Joy Vierra, District Administrative Assistant

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Board Signature

