

PIONEER FIRE PROTECTION DISTRICT

Board of Directors Board Meeting

May 12, 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.

The regularly scheduled May 12, 2020 6:00 PM meeting will be conducted via Teleconference only. Members of the public may call in during the meeting and are encouraged to submit public comment via email to admin@pioneerfire.org up until the start of the meeting. Written comments will be entered into the meeting's minutes and the Board will consider all comments at the appropriate time. Members of the public may address any items on the agenda prior to board action, comments will be limited to no more than three (3) minutes. Members of the public wishing to attend the meeting must email admin@pioneerfire.org or call 530 620-4444 to receive the Participate Phone Number and the Meeting ID Number prior to the start of the meeting.

These meetings will be conducted pursuant to the provisions of California Executive Order N29-20, which suspends certain requirements of the Ralph M. Brown Act to allow for greater flexibility in conducting public meetings via teleconferencing and allowing the public participation telephonically. These measures will only apply during the period in which state or local public health officials have imposed or recommended social distancing measures.

MINUTES

1. CALL TO ORDER

1.1 Roll Call

Present: Irish, Strangfeld, Fitts, Jumper

Absent: Baron

Administrative Staff Present: Chief Matthews, Joy Vierra AA,

Audience in attendance: Dan & Lynette Dywer, Scott Whelden, John Schwitalla, Preston Davis,

Emily Eymann & Judy Hobson

1.2 Pledge of Allegiance

2. DETERMINATION OF QUORUM AND CONFIRMATION OF AGENDA

2.1 Adoption of Agenda

Motion to adopt the agenda with the change of Date at the top of agenda description from April 14th to May 12th and item 8.5 being heard after closed session.

(M/S) Irish/Strangfeld

Roll call vote

Ayes: Irish, Strangfeld, Fitts, Jumper

Nay: 0

Abstain: 0

Absent: Baron

Passed 4/0

3. SPECIAL ANNOUNCEMENT / PRESENTATIONS / GENERAL BUSINESS

4. PUBLIC COMMENT

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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.

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 April 14, 2020,

5.2 Approval: payment of bills – green sheets

Motion made to approve Consent Calendar 5.1 & 5.2 minutes from Board Meeting April 14, 2020, and approval payment of bills – green sheets with correction of object number typos on Greensheet dated 4/14/2020 and 4/15/2020.

(M/S) Strangfeld/Irish

Ayes: Irish, Strangfeld, Fitts, Jumper

Nays: 0

Abstain: 0

Absent: Barron

Passed 4/0

6. MONTHLY/STANDING ACTIVITY REPORTS:

6.1 April-May Administrative/Chief's Report (Chief)

April –May 2020 Chiefs Administrative Report

Administration: (Vierra, Stutts, Garrett, Matthews)

Hiring – Current in the hiring process for the open FF position and to establish a list.

Budgeting/Financial sustainability – On track for a 5-7% revenue short fall.

Purchasing – Freeze, essentials only

Fire & Life Safety – continue with plans review and inspections soon, vegetation ordinance and more.

Outreach – Only via social media.

Compliance – Safety group will be doing pre-safety inspections soon still suspended due to COVID 19

Facility and equipment repairs – Hopefully we will get the parking lots painted sometime soon when it dries out. Station 38 generators project held up by county permits at this point, hopefully now that they are open we can get moving forward. Alarm installed at 31.

Apparatus – E32 with several small issues being address, E338 tires will be replace soon and U38 accelerator issues.

Investigations – None at this time.

Grants and donations – Cal Volunteer Grant, we will be finalizing our last purchase by the end of May.. Applied for a regional SCBA grant and we have applied with Georgetown fire for a pager and radio grant, finalizing regional recruit and retention grant, looking at AFG prevention grant.

Training –BC Stutts is busy with COVID 19 training and keeping crews safe with the continuous updates and training. Training with Amador suspended due to COVID 19 but we should be moving forward soon. Still doing and looking at alternate means for training all our personnel.

Updates – Administrative facility still closed to the public and personnel with the exception of Administrative Assistant, Public Educator, BC Stutts and myself still limiting it just to two people as much as possible. Reminder do not come to the Station unless Joy, Mike or myself have contacted you to meet; we will not meet with you in the office, but through the pass-through window.

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Recruitment – EMS, Wildland QRT, Volunteer FF, Water Tender/Apparatus operator Volunteer & SV's. Mike should have a few new SV's coming on soon. Several leaving for seasonal with Cal Fire

Communications – Still working on issues with Camino, we seem to be making small micro steps. AVL system soon.

Amador/Pioneer -- Joint collaborations (training, volunteer recruitment, staffing, resources, auto aid and duty chief coverage cross staff stations). COVID 19 still delaying movement at this time.

Leoni Meadows – shut down due to Covid, training and opening station suspended right now UFN

Stations/Crews:

38 (Main) – Crews are maintaining well and continue to practice good Covid safety 24-7 manned station. New generator being completed. Monthly training moving forward. We will reevaluate the amount of repair needed on the eastside concrete after this fiscal year, fencing repair ongoing. Apparatus; E38, E338, U38, WT 38, 8603 Trailer 38 and UTV 38.

37 Omo Ranch – Normal Volunteer station 24-7 EMS & Wildland QRT's. Crews still working on redoing water supply pump. Apparatus; P-37 & U37.

35 Grizzly Flats – Apparatus P-35, U235, BC Stutts if everything goes as plan should be in on 6/7

34 Mount Aukum – Nothing to report, PVFA will move out when they procure hall.

32 Sandridge – Apparatus; E32 & E335. Repairs ongoing due to break in, added a security alarm door lock boxes for apparatus (keep keys in the lock boxes)

31 Willow – Normal 24-7 County communications delayed in delivery due to Covid 19 of generator project. Lots of ongoing clean minor repairs. Apparatus; P31 and 8600.

Admin Moving the upgrading florescent lights to LED to next fiscal year.

Water Attempting to get approval from BOS to utilize development fees/mitigation fees to purchase Water Tender

Public Education:

We will only be doing social media alerts and education.

Training/Education:

Training Officer will be focusing in COVID 19 safety and awareness. Along with other options for non-contact training. Starting to move forward with more and more training

Community Meetings and Groups:

We are not attending meetings or groups unless they are zoom or phone type

PVFA Will be procuring the community center across the street from station 38, just like everything its delayed due to COVID 19 issues.

Call Activity:

I will have them for you at meeting

Other: Unusual Occurrences/Injuries: We will evaluate Covid Level 2 once state and county lower, not sure its going to change for us to much. Safety First Always Safe!!!

Mark S. Matthews

Fire Chief

6.2 Local #4586

John Schwitalla reported that the Union has nothing to address tonight with the board.

6.3 PVFA

Dan Dwyer reported that they are still working on the community hall. Due to present COVID 19 circumstances not much else going on.

6.4 Financial (Chief)

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Chief Matthews provided an update on the financials, there will be a 7-10% shortfall of revenues collected. COVID19 is impacting the district as it is the world on a financial level.

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 (Chief)

Chief Matthews updated the Board. On May 14th there will be a virtual Town Hall meeting related to Vegetation Management sponsored by the County.

7.2 JOA with Amador Fire Protection District (Chief)

Chief Matthews presented Joint Operation Agreement with Amador Fire Protection District.

Motion to accept the Joint Operation Agreement with Amador Fire Protection District as written.

(M/S) Strangfeld/ Fitts

Roll Call Vote

Ayes: Irish, Strangfeld, Fitts, Jumper

Nay: 0

Abstain: 0

Absent: Baron

Passed 4/0

7.3 Conflict of Interest & Update (BOD)

Director Jumper has decided to stay on as a Board of Director and continue serving as Board Chair and will be taking a leave of absence as a QRT Volunteer for PFPD.

Director Fitts had concerns related to the information received back from the investigation and would like more conversation to take place at a future board meeting. Chief Matthews was directed by the board to seek counsel as to how concerns from the investigation should be handled.

7.4 HR Policy Updates (Chief)

Chief Matthews added the correct vocabulary for he/ and she and changed terminally related to FLSA and HR policies from Reserves to Shift Volunteers or apprentice. Section 1.003 was changed terminology from Reserve to Shift Volunteer or apprentice. 2.005 was changed from Reserve to Shift Volunteer or Apprentice.

Motion was made to accept the new HR policy updates as Written,

(M/S) Strangfeld/ Fitts

Roll Call Vote

Ayes: Irish, Strangfeld, Fitts, Jumper

Nay: 0

Abstain: 0

Absent: Baron

Passed 4/0

7.5 Master Agreement with El Dorado County BOS for use of Development Fees to purchase a new water Tender.

Chief Matthews gave an update that he will be drafting a letter to the BOS providing more information that will provide more statistics related to the district's needs for the new water tender.

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 Measure F Increase and Information (Chief)

County tax information related to completing the measure F documents will not be available to the district until mid-July. The Board opened up discussion related to raising Measure F by 2%

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for the future. Discussion took place. Director Fitts brought up the concerns of financial constraints people are having and is against increasing measure F. Director Strangfeld agreed that it may not be the time to increase Measure F due to hardships people are facing, but that Next year would be a better time. Director Jumper also agreed that this may not be the time to raise measure F tax.

Motion made to not raise Measure F funds and to leave them at their current rate.

(M/S) Fitts/Strangfeld

Roll Call Vote

Ayes: Irish, Strangfeld, Fitts, Jumper

Nay: 0

Abstain: 0

Absent: Baron

Passed 4/0

8.2 Appropriations Limitation FY 2020/2021(Chief)

Motion to accept Appropriations Limitation FY 2020/2021

(M/S) Fitts/Irish

Roll Call Vote

Ayes: Irish, Strangfeld, Fitts, Jumper

Nay: 0

Abstain: 0

Absent: Baron

Passed 4/0

8.3 FY 2020/2021 Budget (Chief)

Chief Matthews gave an overview of Budget worksheet

The Board accepted the preliminary Budget presented and will move forward with posting the budget and having public hearing in June.

8.4 District Name Change (Chief)

Chief Matthews gave an overview of the need for a name change that identifies the district better and reduces confusion with the city of Pioneer in Amador County.

The Chief will put together an ad-hoc committee and gain feedback from Local #4586, Volunteers, Community and PVFA. Director Fitts will be representing the board.

Heard out of order, moved 8.5 to after Closed Session

8.5 Contract Use Agreement 4847 Sciaroni Rd. Grizzly Flats, CA 95636 (Chief)

Contract use agreement was discussed in closed session item 12.5

Motion made to accept the Option Agreement for Purchase of Real Property at 4847 Sciaroni Rd. Grizzly Flats, CA 95636 , the Rental Agreement for 4847 Sciaroni Rd. Grizzly Flats, CA 95636 as written and the Addendum to the Rental Agreement for 4847 Sciaroni Rd Grizzly Flats Ca 95636.

M/S Fitts/ Strangfeld

Roll Call Vote

Ayes: Irish, Strangfeld, Fitts, Jumper

Nay: 0

Abstain: 0

Absent; Baron

Passed 4/0

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9. CORRESPONDENCE FOR POSSIBLE BOARD ACTIONS AND/OR REVIEW

10. GOOD OF THE ORDER

Director Strangfeld announced that she will formally be stepping down as a board member on July 1st 2020.

11. UPCOMING CALENDAR OF EVENTS

May and future Events cancelled due to COVID 19 until further notice.

12. CLOSED SESSION started at 8:07p.m.

- 12.1 PFPD Chief Contract Provisions Review (BOD)
- 12.2 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 correspondence from attorney
- 12.3 Labor negotiation (MOU) Pursuant to Government Code Section § 54957.6, conference updates and information between District negotiators and Local #4586 (BOD/Chief)
- 12.4 Security Pursuant to Government Code Section 54957 (a) matters posing a threat to public services or facilities (standing closed session) for COVID 19
- 12.5 Conference with Real Property Negotiations Section 54956.8 Property located at 4847 Sciaroni Rd Grizzly Flats CA 95684

13. RETURN TO OPEN SESSION at 8:45 p.m.

14. Roll Call return form Closed Session to Conference call

Directors Fitts, Jumper, Irish, Strangfeld, Chief Mathews, Dan & Lynette Dwyer, Delores Jumper and Admin Vierra

15. REPORT UPON RETURN FROM CLOS, Chief MED SESSION (if applicable)

- 12.1 PFPD Chief Contract Provisions Review
BOD will perform the Chief's second year review during closed session in June Board Meeting
- 12.2, 12.3, & 12.4 nothing to report
- 12.5 Will be discussed and voted on in agenda Item 8.5

12 AGENDA ITEMS FOR NEXT MONTH

- 7.1 JOA with Amador Fire Protection District PFPD
- 7.2 Vegetation Management Ordinance
- 7.3 Conflict of Interest
- 7.5 Master Agreement with EIDorado County BOS for use of Development Fees to purchase a new water tender
- 8.2 Appropriations Limitation FY 2020/2021
- 8.3 FY 2020 Budget
- 8.4 District Name Change
- 12.1 PFPD Chief 2nd Year Review
- 12.2 Labor negotiation (MOU) Pursuant to Government Code Section § 54957.6, conference updates and information between District negotiators and Local #4586 (BOD/Chief)
- 12.3 Security Pursuant to Government Code Section 54957 (a) matters posing a threat to public services or facilities (standing closed session) for COVID 19
- 12.4 Conference with Real Property Negotiations Section 54956.8 Property located at 4847 Sciaroni Rd Grizzly Flats CA 95684

13 ADJOURNMENT TO THE NEXT REGULAR BOARD MEETING SCHEDULED FOR Tuesday June 9 2020 at 6 p.m.

Motion to Adjourn

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(M/S) Strangfeld/Fitts

Passed: 4/0

Absent: Barron

Meeting adjourned at 8:58 p.m.

Prepared by:



Joy Vieira, 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

