

December ~~21~~, 19 2023 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
DIRECTORS MEETING AGENDA MINUTES

Location: Fire Station 82 @ 102 E Main Street, Sierraville, CA 96126

This meeting will be conducted in person Those who wish to attend via video conferencing should use the following link:

<https://sierracountyfireprotectiondistrictno1-771.my.webex.com/sierracountyfireprotectiondistrictno1-771.my/j.php?MTID=mddde8b46ce168ff8ac4b69f6ae37718d>

Meeting No. 2554 452 4695, Passcode: Sierra

CALL TO ORDER: 6:02 pm

Roll Call of Directors

{ X } Jeff McCollum, Chairperson { X } Tom Archer **6:10pm** { X } Tom Rowson { X } Richard Maddalena
{ } Candy Hunter **absent** { X } Victoria Fisher **6:18pm** { X } Tony Commendatore
Quorum **Yes/No**

PUBLIC INTRODUCTION: Sup. Paul Roen came at 6:50pm, Chief Mick Connolly, Clerk Kelly Champion.

PUBLIC COMMENT: Supervisor Roen asked that the District weigh in on a County Wildfire Protection Plan Update, particularly the interim map portion for eastside. The updated plan will take about a year but they are submitting a map to the USFS in the interim.

CORRESPONDENCE: Hazardous materials records request received. Billy Epps with county requested call log for FEMA storm severity grant issue including storm damage, response from Brendan Pangman regarding mitigation fee reconciliation process and review. Three projects were identified as needing to collect fee and clarification was provided for the others in question. Quarterly report identified to request from Bonnie for reconciliation and transparency purposes.

MINUTES APPROVAL: Approval of the Minutes: 11/21/23 **Dir. Commendatore moved to approve the minutes as presented, Chair McCollum seconded. 3 Ayes (Commendatore, Archer, McCollum), 2 Abstain (Maddalena, Rowson), 2 Absent (Fisher, Hunter), motion passed.**

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of November **30**, 2023 **H**
2. Approve Bill Payments **H**
3. Update on Fire Mitigation Fees **H Clerk presented the bills, adding additional Banner and Cascade invoices to make total bills \$54,972.08. Dir. Maddalena moved to adopt the financials and pay the bills with the changes, Dir. Archer seconded. 5 Ayes (Maddalena, Rowson, Commendatore, Archer, McCollum), 2 Absent (Fisher, Hunter), motion passed.**

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities) **One medical call, one vegetation fire. B384 in service, B84 ready to go. Still trying to get secondary/complimentary phone based alert system, still needing support from Sheriff's Office and County IT. Thank you for snowblowers, need for garbage disposal at Station 82, working to get new software going to track training and runs etc.**
2. Training / Recruitment/ Retention **Currently working EMR/EMT refresher, no new recruits. Christmas party was well attended, Paul Roen loaned his grill and Deputy Chief Hitchcock grilled tri-tip. Chief Connolly acknowledged volunteers Ben Edwards, Serenity and Rudy who went above and beyond to better their capabilities and that of the District. The Chief also informed the Board of recent issues obtaining medical supplies and medical equipment through EPHC as defined in their NorCal EMS contract, some items requiring a prescription. Clerk asked for clarification on an identifying number that Hitchcock asked for-**

California Fire Department Identifiers (FDID), assigned by Office of the State Fire Marshal (OSFM) acquired via US Fire Administration, National Fire Department Registry used in the National Fire Incident Reporting System (NFIRS) for coding. SCFPD#1 - FDID # 46020. Chief Connolly explained that Hitchcock needed it to set up the new Firehouse Software they will be using. Dir. Maddalena noted an opportunity to review for 2023 out-of-county emergency responses reimbursable through Title III.

UNFINISHED BUSINESS:

1. Water storage project on Filippini Rd. (Tom R) **Dir. Rowson shared photos of the project and thanked the County for handling the construction and providing the location. Project is about 99% complete. Will have over 40,000 gallons of water storage available for fire suppression along with a large staging area and helicopter dip tank. He suggested Chief Connolly verify connections for water tenders. Dir. Archer and Maddalena commended Dir. Rowson for his work and Dir. Rowson thanked Sup. Roen and Joy Engineering. Clerk should expect invoices totaling around \$40,000 from welder and contractor.**
2. Update on 501(c)(3), Eastern Sierra Firefighters Auxiliary and 2024 Tour de Manure planning (Rick) **Dir. Maddalena reported on the formation of the non-profit agency and their work in planning the upcoming Tour de Manure set for June 1, 2024. Their purpose statement, "To assemble resources to support and sustain the volunteers of the Sierra County Fire Protection District." Clerk commented on the website they have up for registration opening February 1.**
3. Discussion of Hill Lane realignment (Candy) **Continued to January meeting.**
4. Update regarding County MSAG update/ 911NET databases and assisting with evacuation planning (Rick) **Continued to January meeting.**
5. Award of surplus 1994 Jeep Cherokee **Clerk received four bids, one via mail and three via email. The highest bid from Virginia Lutes of \$3,155. Dir. Archer moved to accept the highest bid, Dir. Commendatore seconded. 5 Ayes (McCollum, Commendatore, Rowson, Fisher, Archer), 1 Abstain (Maddalena), 1 Absent (Hunter), motion passed. Direction given to notify award.**

NEW BUSINESS:

1. 2024 Board Organization- Appointment of Chair **Dir. Rowson moved to appoint Dir. Commendatore as Board Chair for 2024, Dir. Archer seconded. 6 Ayes (Maddalena, Archer, Fisher, Rowson, Commendatore, McCollum), 1 Absent (Hunter), motion passed. Dir. Archer moved to appoint Dir. Fisher as Vice Chair, Dir. Rowson seconded. 6 Ayes (Maddalena, Archer, Fisher, Rowson, Commendatore, McCollum), 1 Absent (Hunter), motion passed.**

ANNOUNCEMENTS AND COMMENTS: Dir. Maddalena suggested a tune up on the Capital Improvement Plan. Clerk received response from auditor clarifying note regarding District investment policy in reference to interest rate risk and credit risk. Clerk to inquire further regarding Management's Discussion & Analysis.

NEXT SCHEDULED MEETING: January 16, 2024 at 6:00pm in Sierraville

ADJOURNMENT: 7:18pm

Key: T – Tabled from previous meeting H – Handout

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