

October 12, 2021 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA "CONFERENCE CALL". THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL **(701) 802-5316** AND USE ACCESS CODE **5188908**.

CALL TO ORDER:

Roll Call of Commissioners

{ } Tom Rowson, Chairperson { } Richard Maddalena { } Laurie Belli { } Tom Archer
 { } Candy Hunter { } Shawn Burt { } Jeff McCollum

Quorum Yes/No

PUBLIC INTRODUCTION:

PUBLIC COMMENT:

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of three minutes.

MINUTES APPROVAL: Approval of the Minutes: 9/14/21

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of September 30, 2021 **H**
2. Approve Bill Payments **H**

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

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties)
2. Update on purchase of Type 2 Engine with Cascade from CCFPD
3. Training / Recruitment/ Retention
4. Discussion/Action: Update on pricing for Vector Solutions training program
5. Update on preposition deployments since last meeting and status of submitting billing cycles
6. Discussion/Action on obtaining a gas card for volunteers on assignment i.e. fuel cards, credit cards, ATM
7. Status report of obtaining operating procedures from other agencies to study and update SCFPD#1

UNFINISHED BUSINESS:

1. Status of appeal for fire services rendered during the Loyalton Fire (Rick/Kelly)
2. Update on PSPS Grant/generator install in Calpine and Sierraville (Rick)
3. Update on AFG Grant for turnout gear (Rick/Kelly)
4. Discussion/Action Volunteer payment policy for Volunteers who participate in paid assignments.(Rick)
5. Discussion/Action Calpine pond restoration project (Rick/Tom R.)
6. Discussion/Action regarding liability insurance for Training/Recruitment/Retention consultant (Tom A.)

NEW BUSINESS:

1. Discussion of response from County auditor regarding tax assessment payments (Candy/Kelly)
2. Discussion/Action to mitigate fire hazard in Verdi (Candy)
3. Discussion/Action regarding Survey Grass-7 and determine asking price (Tom R.)
4. Discussion/Action to move the November meeting to Nov. 16th or some agreeable date due to a conflict (Tom R.)
5. Discussion/Action of moving the Commission meeting date to the third Tuesday of the month to allow for more time for the Clerk to reconcile Financial Statement due bank statement cycle

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: November 9, 2021 at 6:00pm in Sierraville- discussion to move to Nov 16 due to conflict

ADJOURNMENT:

Key: **T** – Tabled from previous meeting **H** –Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

September 14, 2021 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA MINUTES
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA "CONFERENCE CALL". THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908.

CALL TO ORDER: 6:00 pm

Roll Call of Commissioners

{ X } Tom Rowson, Chairperson { X } Richard Maddalena { X } Laurie Belli **remote** { X } Tom Archer
{ X } Candy Hunter { X } Shawn Burt { X } Jeff McCollum

Quorum **Yes/No**

PUBLIC INTRODUCTION: Mick Connolly, Fire Chief. Kelly Champion, Clerk (6:02) Paul Roen, Supervisor.

PUBLIC COMMENT: No public comment.

MINUTES APPROVAL: Approval of the Minutes: 8/10/21 **Commissioner Hunter moved to approve the 8/10/21 minutes, Commissioner Archer seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed.**

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of August 31, 2021 **H**
2. Approve Bill Payments **H Commissioner Archer moved to approve the payment of the bills, Commissioner Hunter seconded. 6 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Rowson) 1 Abstain (Belli) motion passed.**

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

1. Chief's Report (Response Summary, Fleet, Communications System, Faculties) (Mick) **Chief Connolly reported there were some medical calls and a lightening strike that turned into a good training exercise. Volunteer Ben is working on radio updating and mapping hydrants. The SCFPD#1 had 30 days of preposition mutual aid assignments and did a lot of training during that time including working with a Forest Service engine and doing a saw class and a pump class. Preposition aid is standing down at this time.**
2. Training / Recruitment/ Retention (Mick) **Several interested volunteers attended the Calpine Marketplace event over the weekend and Chief Connolly mentioned volunteer Jeanne was having a birthday soon and he would like to present gifts for birthdays as retention incentives.**
3. Discussion/Action: Purchase of Vector Solutions for fire training (Mick) **Chief Connolly discussed the benefit of a Vector training program which allows for the District to assign and track work. It is needed mainly for structure fires and can be used for public safety 1st aid and basic 32 requirements. It allows for volunteers to get through training in 6 months. Direction was given to Chief Connolly to find out what the costs would be. Chief Connolly reported that the sign was installed at the Calpine Station and the ones in Sattley and Sierraville were ready for installation. The 2 water tanks in Sattley have been filled. Commissioner Hunter inquired if the District can verify the Verdi tank is full and not leaking and the response was that it has been tested.**

Item 6 of NEW BUSINESS was moved to discuss here: Discussion/Action regarding Calpine pond restoration project. **Supervisor Roen reported that the Sierra County Waterworks District has engagement with the County requesting Title III funds and they are also looking for other opportunities to help mitigate the cost. The permit process has started. There was discussion on the need for a silt trap to make it more sustainable.**

UNFINISHED BUSINESS:

1. Status of appeal for fire services rendered during the Loyalton Fire (Rick/Kelly) **Commissioner Maddalena and Tim Beals were working with Cal OES on the second appeal, Cal OES was on schedule to submit to FEMA by end of August.**
2. Update on PSPS Grant/generator install in Calpine and Sierraville (Rick) **Project still in permit process, provider not going to do the mount in Sierraville, Nov 1st progress report is due.**
3. Update on AFG Grant for turnout gear (Mick/Kelly) **No update at this time.**

NEW BUSINESS:

Item 6 below was moved to 1. Discussion/Action regarding Calpine pond restoration project. **Paul Roen** reported that there has been engagement with the County regarding using Title III funds and he is looking for opportunities to help mitigate the cost. The permit process has started. There was discussion on the need for a silt trap to make it more sustainable.

1. Action Item: Consideration of proposals for FYE 20/21 Annual Audit (Kelly) Clerk received communication that **Robert Johnson CPA** was not able to perform the FYE 6/30/21 audit and she presented a proposal from **SingletonAuman PC** for \$6,500 and **Zach Pehling CPAs** for \$3,900. Commissioner Maddalena moved to retain Zach Pehling's firm for 1 year, Commissioner Belli seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed.
2. Review/Discussion/Action – Final 2021/2022 Budget (Laurie) Commissioner Belli presented the Final Budget documents pointing out that the Property Tax revenues were budgeted high. Commissioner Hunter asked for clarification on the Verdi Assessment Fees and mentioned the cost of the County Admin Fees. She also asked if the Truckee Meadows contract would increase. Commissioner Archer moved to approve the Final 2021/2022 Budget, Commissioner McCollum seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed.
3. Report of tax roll info from Sierra County Assessor (Tom R.) Chairperson Rowson handed out a worksheet with the 2020/2021 assessed values. He worked with Laura Marshall at the County Assessor's Office to prepare the calculations, which did not change much from the previous period. The percentages are used for the Loyalton Service Area Agreement property tax disbursements.
4. Discussion/Action regarding report of Utility Tax dispersal from Sierra County Auditor (Tom R.) Chairperson Rowson reported that the Utility Tax was an assessment from 2 years ago and it was not expected to be ongoing. Commissioner Hunter expressed that the Verdi Assessment revenues did not look accurate. Chairperson Rowson and Commissioner Hunter to engage further with Van Maddox to find out why Verdi revenues were not as expected.
5. Discussion/Action regarding purchase of a Type 2 brush truck with cascade for \$2,000 (Mick/Jeff/Rick) Chief Connolly presented the District with an opportunity to purchase a Type 2 or 3 Brush truck with a Cascade system and pump & roll capability. Commissioner McCollum motioned to approve the purchase of the Type 2 brush truck from Calaveras Consolidated Fire PD, Commissioner Archer seconded. 7 Ayes (Maddalena, Archer, Hunter, Burt, McCollum, Belli, Rowson) motion passed. It was agreed that mileage and meals would be reimbursed for volunteers to go pick it up. Commissioner Archer felt that extra revenue from mutual aid responses should be reserved for
6. Discussion/Action regarding Calpine pond restoration project (Rick) Discussed before Unfinished Business above.
7. Briefing on Cal OES preposition program (Tom R.) Chairperson Rowson reviewed the California state mutual aid pre-incident preparedness program, Chief Connolly clarified the red flag conditions and billing process.
8. Discussion/Action: Consideration of funds to use for prepayment to volunteers with regards to Cal OES preposition pay. (Tom R./Kelly) Chairperson Rowson presented a handout showing estimated gross billings, labor and equipment costs and net revenues to the District. Chair Rowson asked that the Commission consider making partial payment to volunteer firefighters for their time on the Cal OES preposition for the period 8/11/21 to 9/6/21 totaling \$39,000. Commissioner Archer considered reserving the extra revenue for future volunteer prepayments and asked the Clerk to discuss with the auditor. Commissioner Burt felt the District should have a Policy regarding payment to volunteers prior to issuing checks. Commissioner Archer moved to pay the volunteers the presented partial payment of totaling \$39,000, Commissioner McCollum seconded. 6 Ayes (Maddalena, Archer, Hunter, McCollum, Belli, Rowson) 1 Nay (Burt) motion passed.

ANNOUNCEMENTS AND COMMENTS: Chairperson Rowson will connect with Tim Beals to finish the mitigation fee payment process. He is also going to email the link to free Brown Act trainings through the County and reminded Commissioners of the required Ethics Training. The Commission to review District Bi-Laws in upcoming meetings.

NEXT SCHEDULED MEETING: October 12, 2021 at 6:00pm in Sierraville

ADJOURNMENT: 7:50 pm

Key: T – Tabled from previous meeting H – Handout

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Sierra County Fire Protection District #1

Profit & Loss Budget vs. Actual

10/10/21

July through September 2021

Accrual Basis

	Jul - Sep 21	Budget	\$ Over Budget
Income			
A · Tax Income			
A.3 · Verdi Tax Income	0.00	18,000.00	-18,000.00
A.11 · Transient Occupancy Tax	0.00	1,000.00	-1,000.00
A · Tax Income - Other	0.00	256,313.00	-256,313.00
Total A · Tax Income	0.00	275,313.00	-275,313.00
B · Fire Income	0.00	200,000.00	-200,000.00
C · Fire House Rent	0.00	1,200.00	-1,200.00
D · Grant Income			
D-6 · PSPS Grant Income	0.00	36,300.00	-36,300.00
D · Grant Income - Other	0.00	5,100.00	-5,100.00
Total D · Grant Income	0.00	41,400.00	-41,400.00
G · Interest Income	5.40	300.00	-294.60
L · Miscellaneous Income	1,900.00		
M · Mitigation Fees	0.00	10,000.00	-10,000.00
Total Income	1,905.40	528,213.00	-526,307.60
Gross Profit	1,905.40	528,213.00	-526,307.60
Expense			
1.0 · General			
1.1 · Professional Fees	1,950.00	4,500.00	-2,550.00
1.2 · Clerical	4,485.00	19,750.00	-15,265.00
1.3 · Office Expense	2,301.94	2,900.00	-598.06
1.4 · Fire House Maintenance	2,464.05	2,000.00	464.05
1.6 · CSDA Membership	0.00	700.00	-700.00
1.7 · Retention Incentives	183.72	3,000.00	-2,816.28
1.8 · County Admin Fees	0.00	33,785.00	-33,785.00
1.9 · Training & Personnel Services	0.00	12,000.00	-12,000.00
1.10 · Miscellaneous Expense	812.45	500.00	312.45
Total 1.0 · General	12,197.16	79,135.00	-66,937.84
2.0 · Emergency Medical			
2.1 · EMS Training	598.27	3,500.00	-2,901.73
2.2 · EMS Medical Supplies	117.94	2,500.00	-2,382.06
Total 2.0 · Emergency Medical	716.21	6,000.00	-5,283.79
3.0 · Communications			
3.1 · Repeater Site Rental	1,863.00	1,850.00	13.00
3.2 · Web Site	900.00	1,300.00	-400.00
3.3 · Communication Consulting/Repair	0.00	250.00	-250.00
3.4 · Radio & Repeater Batteries	0.00	100.00	-100.00
3.0 · Communications - Other	5,501.78	0.00	5,501.78
Total 3.0 · Communications	8,264.78	3,500.00	4,764.78
4.0 · Fire Protection			
4.1 · Personal Protection Equipment	1,493.24	6,000.00	-4,506.76
4.2 · Grant Expense			
PSPS Grant Expense	0.00	36,836.00	-36,836.00
4.2 · Grant Expense - Other	543.25		
Total 4.2 · Grant Expense	543.25	36,836.00	-36,292.75
4.3 · Operating Supplies & Equipment	2,787.88	22,000.00	-19,212.12
4.4 · Portable Equipment	0.00	2,000.00	-2,000.00
4.5 · Equipment Repair & Maintenance	0.00	4,000.00	-4,000.00
4.6 · Fire Training	0.00	3,000.00	-3,000.00
4.7 · Fire Protection Verdi Long Vall	0.00	48,000.00	-48,000.00
4.8 · Fire Protection Loyalton	0.00	55,284.00	-55,284.00
4.9 · Fire Labor			
Preposition	39,000.00		
Beckwourth/Sugar	1,698.37		
Meals	1,389.75		
Mileage	0.00		
4.9 · Fire Labor - Other	0.00	100,000.00	-100,000.00
Total 4.9 · Fire Labor	42,088.12	100,000.00	-57,911.88
4.10 · Fire Response Equipment	0.00	17,000.00	-17,000.00
4.11 · Uniforms	0.00	2,000.00	-2,000.00
Total 4.0 · Fire Protection	46,912.49	296,120.00	-249,207.51

Sierra County Fire Protection District #1

Profit & Loss Budget vs. Actual

July through September 2021

	Jul - Sep 21	Budget	\$ Over Budget
5.0 · Insurance			
5.1 · Workmens Comp	358.25	10,000.00	-9,641.75
5.2 · Liability, Facility, Vehicle	0.00	15,000.00	-15,000.00
5.3 · Firefighter Insurance	0.00	2,500.00	-2,500.00
Total 5.0 · Insurance	358.25	27,500.00	-27,141.75
6.0 · Vehicle Repair & Maintenance			
6.1 · Fuel	2,962.30	25,000.00	-22,037.70
6.2 · Labor - Vehicles	2,145.00	8,000.00	-5,855.00
6.3 · Parts	2,072.48	4,000.00	-1,927.52
6.5 · License & Registration	490.02		
6.6 · Outside Repair Services	1,161.22	3,500.00	-2,338.78
6.7 · Tools Auto	55.60	1,000.00	-944.40
6.8 · Tires	1,850.43	14,000.00	-12,149.57
6.9 · Repair & Maint. Misc.	0.00	1,500.00	-1,500.00
Total 6.0 · Vehicle Repair & Maintenance	10,737.05	57,000.00	-46,262.95
7.0 · Utilities			
7.1 · Electric	635.17	4,200.00	-3,564.83
7.2 · Propane	0.00	7,600.00	-7,600.00
7.3 · Water	82.00	500.00	-418.00
7.4 · Solid Waste & Groundwater	98.28	1,200.00	-1,101.72
7.5 · Telephone	263.88	1,200.00	-936.12
7.6 · Internet	436.00	2,616.00	-2,180.00
Total 7.0 · Utilities	1,515.33	17,316.00	-15,800.67
8.0 · Capital Asset/Mitigation Exp			
8.1 · USDA Rescue Truck Loan Payment	3,044.00	6,088.00	-3,044.00
8.5 · Type 2 Brush Truck- Sierraville	0.00	12,000.00	-12,000.00
8.6 · Calpine Siding Replacement	11,950.00	12,000.00	-50.00
Total 8.0 · Capital Asset/Mitigation Exp	14,994.00	30,088.00	-15,094.00
10.0 · Transfer to Reserve - GF	0.00	11,554.00	-11,554.00
Total Expense	95,695.27	528,213.00	-432,517.73
Net Income	-93,789.87	0.00	-93,789.87

Sierra County Fire Protection District #1

Balance Sheet

As of September 30, 2021

10/10/21

Accrual Basis

	<u>Sep 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
105 · Sierra County Investment Pool	108,572.05
110 · Wells Fargo Operating 7568	76,013.52
115 · Wells Fargo Savings 6564	50,312.69
Total Checking/Savings	<u>234,898.26</u>
Accounts Receivable	
11000 · Accounts Receivable	2,466.28
Total Accounts Receivable	<u>2,466.28</u>
Total Current Assets	237,364.54
Fixed Assets	
150 · Buildings and Land	311,412.14
152 · Equipment	136,603.37
154 · Vehicles	535,852.81
160 · Accumulated Depreciation	-535,484.00
Total Fixed Assets	<u>448,384.32</u>
TOTAL ASSETS	<u>685,748.86</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	10,341.65
Total Accounts Payable	<u>10,341.65</u>
Credit Cards	
6729 · US Bank CalCard	326.05
Total Credit Cards	<u>326.05</u>
Total Current Liabilities	10,667.70
Long Term Liabilities	
250 · USDA Loan	42,364.56
Total Long Term Liabilities	<u>42,364.56</u>
Total Liabilities	53,032.26
Equity	
30000 · Opening Balance Equity	16,546.23
302 · Investment in Fixed Assets	401,019.76
306 · Capital Asset Reserve	12,443.00
310 · Retained Earnings	296,497.48
Net Income	-93,789.87
Total Equity	<u>632,716.60</u>
TOTAL LIABILITIES & EQUITY	<u>685,748.86</u>

Sierra County Fire Protection District #1
Banking Activity Detail
August 1, 2021 - August 31, 2021

12:26 PM
10/10/21

Accrual Basis

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
105 - Sierra County Investment Pool								
Total 105 - Sierra County Investment Pool								
110 - Wells Fargo Operating 7568								
Check	08/05/2021	7268	Marti Walker	Title III Reimburse for Sierra Brooks Firewise Community E...	X	1.10 - Miscellaneous Expense		108,572.05
Bill Pmt-Check	08/05/2021	7269	AT&T	9391059363	X	20000 - *Accounts Payable	-812.45	107,759.60
Bill Pmt-Check	08/05/2021	7270	AT&T - Calpine	9391059370	X	20000 - *Accounts Payable	-67.24	107,692.36
Bill Pmt-Check	08/05/2021	7271	ComSites West	Customer 155SRF - Annual License Fee	X	20000 - *Accounts Payable	-21.78	107,670.58
Bill Pmt-Check	08/05/2021	7272	Intermountain Dispo...		X	20000 - *Accounts Payable	-1,863.00	105,807.58
Bill Pmt-Check	08/05/2021	7273	Kelly Champion	Ink for Printer	X	20000 - *Accounts Payable	-47.94	105,759.64
Bill Pmt-Check	08/05/2021	7274	O'Reilly Automotive		X	20000 - *Accounts Payable	-79.19	105,680.45
Bill Pmt-Check	08/05/2021	7275	Plumas-Sierra REC		X	20000 - *Accounts Payable	-690.62	104,989.83
Bill Pmt-Check	08/05/2021	7276	Plumas-Sierra Telec...		X	20000 - *Accounts Payable	-609.61	104,380.22
Bill Pmt-Check	08/05/2021	7277	Plumas Ace Hardware		X	20000 - *Accounts Payable	-436.00	103,944.22
Bill Pmt-Check	08/05/2021	7278	Plumas Hoyos Repair		X	20000 - *Accounts Payable	-46.28	103,897.94
Bill Pmt-Check	08/05/2021	7279	Sierraville Public Utili...		X	20000 - *Accounts Payable	-750.00	103,147.94
Bill Pmt-Check	08/05/2021	7280	Sierraville Service & ...	52hrs@\$15	X	20000 - *Accounts Payable	-82.00	103,065.94
Check	08/10/2021	7281	US Bank	Payment on account 6442	X	20000 - *Accounts Payable	-1,646.69	101,419.25
Bill Pmt-Check	08/10/2021	7282	Banner Communicat...	Radio for New Command Vehicle	X	20000 - *Accounts Payable	-2,033.45	99,385.80
Bill Pmt-Check	08/10/2021	7283	City of Loyalty	July 2021 Property Tax Disbursement	X	20000 - *Accounts Payable	-5,501.78	93,884.02
Bill Pmt-Check	08/10/2021	7284	Kelly Champion		X	20000 - *Accounts Payable	-5,513.01	88,371.01
Bill Pmt-Check	08/10/2021	7285	Mick Connolly		X	20000 - *Accounts Payable	-566.00	87,805.01
Bill Pmt-Check	08/10/2021	7286	Mike Cory	VOID: Mileage on Beckwourth Complex Assignment	X	20000 - *Accounts Payable	-401.93	87,403.08
Bill Pmt-Check	08/10/2021	7287	Sierraville Fire & Re...	Reimburse for EMT Course, J Klose	X	20000 - *Accounts Payable	0.00	87,403.08
Bill Pmt-Check	08/10/2021	7288	O'Reilly Automotive		X	20000 - *Accounts Payable	-400.00	87,003.08
Bill Pmt-Check	08/10/2021	7289	National Fire Fighter...	10 Pair WL Tact Pant	X	20000 - *Accounts Payable	-205.62	86,797.46
Deposit	08/13/2021			Deposit	X	-SPLIT-	-2,415.22	84,382.24
Bill Pmt-Check	08/15/2021	7289	Kelly Champion	August 2021	X	20000 - *Accounts Payable	4,291.41	88,673.65
Deposit	08/31/2021			Interest	X	G - Interest Income	-1,300.00	87,373.65
Total 110 - Wells Fargo Operating 7568								
115 - Wells Fargo Savings 6564								
Total 115 - Wells Fargo Savings 6564								
6729 - US Bank CalCard								
Check	08/10/2021	7281	US Bank	Payment on account 6442	X	110 - Wells Fargo Operating 7568	2,033.45	-2,033.45
Credit Card Ch...	08/15/2021		Autozone		X	6.3 - Parts	-67.05	-2,100.50
Credit Card Ch...	08/16/2021		Sierraville Service & ...		X	4.3 - Operating Supplies & Equipment	-13.17	-2,113.67
Credit Card Ch...	08/21/2021		KestrelMeters.com	Weather Meter	X	4.3 - Operating Supplies & Equipment	-382.15	-2,495.82
Credit Card Ch...	08/24/2021		Staples	Office Supplies for Mick	X	1.3 - Office Expense	-227.20	-2,723.02
Credit Card Ch...	08/26/2021		Maverik		X	6.1 - Fuel	-22.71	-2,745.73
Credit Card Ch...	08/27/2021		Amazon.com	Glucometer, lancets, sewing kit	X	2.2 - EMS Medical Supplies	-117.94	-2,863.67
Credit Card Ch...	08/27/2021		Danko Emergency E...	Crash Axe	X	4.3 - Operating Supplies & Equipment	-125.45	-2,989.12
Credit Card Ch...	08/28/2021		AmericanFlags.com	1-5X8	X	1.4 - Fire House Maintenance	-91.31	-3,080.43
Total 6729 - US Bank CalCard								
TOTAL								
							-20,210.13	297,118.04

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
105 - Sierra County Investment Pool								
Total 105 - Sierra County Investment Pool								
110 - Wells Fargo Operating 7568								
Check	09/07/2021		USDA RD DCFO ...	Rescue Truck ACH Loan Payment	X	8.1 - USDA Rescue Truck Loan ...	-3,044.00	139,280.69
Check	09/14/2021	7291	US Bank	4866 9145 5552 6729	X	6729 - US Bank CalCard	-2,626.28	136,236.69
Check	09/14/2021	7292	Calaveras Consoli...	VOID: Type 2 Brush Truck	X	154 - Vehicles	0.00	133,610.41
Bill Pmt -Check	09/14/2021	7293	AT&T	9391059363	X	20000 - *Accounts Payable	-64.88	133,545.53
Bill Pmt -Check	09/14/2021	7294	AT&T-Calpine	9391059370	X	20000 - *Accounts Payable	-21.64	133,523.89
Bill Pmt -Check	09/14/2021	7295	City of Loyaltton		X	20000 - *Accounts Payable	-104.60	133,419.29
Bill Pmt -Check	09/14/2021	7296	Intermountain Disp...		X	20000 - *Accounts Payable	-98.28	133,321.01
Bill Pmt -Check	09/14/2021	7297	Kelly Champion	Ink & 2-AFD Grant Hrs	X	20000 - *Accounts Payable	-1,413.00	131,730.42
Bill Pmt -Check	09/14/2021	7298	Les Schwab Tire	2 Tires for 1985 Peterbuilt Water Tender	X	20000 - *Accounts Payable	-90.00	131,640.42
Bill Pmt -Check	09/14/2021	7299	Mountain Messenger	Equipment Surplus Ad	X	20000 - *Accounts Payable	-1,493.24	130,147.18
Bill Pmt -Check	09/14/2021	7300	National Fire Fight...	6 Navy Nomex Pant	X	20000 - *Accounts Payable	-519.30	129,627.88
Bill Pmt -Check	09/14/2021	7301	O'Reilly Automotive		X	20000 - *Accounts Payable	-324.53	129,303.35
Bill Pmt -Check	09/14/2021	7302	Plumas-Sierra REC		X	20000 - *Accounts Payable	-218.00	129,085.35
Bill Pmt -Check	09/14/2021	7303	Plumas-Sierra Tel...		X	20000 - *Accounts Payable	-757.50	128,327.85
Bill Pmt -Check	09/14/2021	7304	Rudy Hoyos Repair	50.5 @ \$15	X	20000 - *Accounts Payable	-503.00	127,824.85
Bill Pmt -Check	09/14/2021	7305	Serenity Enriquez	Reimburse Air Conditioner Unit for Calpine Station	X	20000 - *Accounts Payable	-214.69	127,610.16
Bill Pmt -Check	09/14/2021	7306	Sierra Valley Horn...	Supplies	X	20000 - *Accounts Payable	-41.00	127,569.16
Bill Pmt -Check	09/14/2021	7307	Sierraville Public U...		X	20000 - *Accounts Payable	-1,136.28	126,432.88
Bill Pmt -Check	09/14/2021	7308	Sierraville Service ...	08/04-08/30/21 Fuel Purchases	X	20000 - *Accounts Payable	-358.25	126,074.63
Bill Pmt -Check	09/14/2021	7309	State Compensati...	Base Premium for 8/15/21-11/15/21	X	20000 - *Accounts Payable	-437.50	125,637.13
Bill Pmt -Check	09/14/2021	7310	Thompson Garage...	Replace sensor eyes door 4, service 4 doors, Calpine	X	20000 - *Accounts Payable	-203.28	125,433.85
Check	09/14/2021	7312	Mick Connolly	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-164.56	125,269.29
Check	09/14/2021	7313	Jeff McCollum	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-109.29	125,160.00
Check	09/14/2021	7314	Rudy Hoyos Volun...	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-154.88	125,005.12
Check	09/14/2021	7315	Ryan Thompson	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-164.56	124,840.56
Check	09/14/2021	7316	Jay Huebert	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-154.88	124,685.68
Check	09/14/2021	7317	Jeanne Klose	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-109.29	124,576.39
Check	09/14/2021	7318	Serenity Enriquez	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-154.88	124,421.51
Check	09/14/2021	7319	Matt Wellise	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-109.29	124,312.22
Check	09/14/2021	7320	Cheri Sposito	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-109.29	124,202.93
Check	09/14/2021	7321	Jamie Wright	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-109.29	124,093.64
Check	09/14/2021	7322	Ben Edwards	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-154.88	123,938.76
Check	09/14/2021	7323	Pat Blide	5.5hrs Beckwourth Compex/Sugar Fire	X	Beckwourth/Sugar	-130.00	122,638.76
Bill Pmt -Check	09/15/2021	7311	Kelly Champion	September 2021	X	20000 - *Accounts Payable	-2,700.00	119,938.76
Check	09/20/2021	7324	Pat Blide	9 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-1,200.00	118,738.76
Check	09/20/2021	7325	Mike Cory	4 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-3,000.00	115,738.76
Check	09/20/2021	7326	Ben Edwards	10 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-2,400.00	113,338.76
Check	09/20/2021	7327	Serenity Enriquez	7 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-2,400.00	111,238.76
Check	09/20/2021	7328	Jeanne Klose	8 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-4,500.00	106,738.76
Check	09/20/2021	7329	Jayson Hale	15 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-7,800.00	98,938.76
Check	09/20/2021	7330	Matt Hale	26 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-3,000.00	96,838.76
Check	09/20/2021	7331	Jay Huebert	7 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-3,000.00	93,838.76
Check	09/20/2021	7332	Rudy Hoyos Volun...	10 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-1,500.00	92,338.76
Check	09/20/2021	7333	Ryan Thompson	5 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-600.00	91,738.76
Check	09/20/2021	7334	Matt Wellise	2 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition	-8,100.00	83,638.76
Check	09/20/2021	7335	Mick Connolly	27 @ \$300 Cal OES Preposition Pay 8/11/21-9/6/21	X	Preposition		

Sierra County Fire Protection District #1
Banking Activity Detail
 September 1, 2021 - September 30, 2021

12:27 PM
 10/10/21
 Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Check	09/29/2021	7336	Calaveras Consoli...	Type 2 Brush Truck		154 · Vehicles	-5,000.00	78,638.76
Check	09/29/2021	7337	US Bank	4866 9145 5552 6729	X	6729 · US Bank CalCard	-2,626.28	76,012.48
Deposit	09/30/2021			Interest	X	G · Interest Income	1.04	76,013.52
Total 110 · Wells Fargo Operating 7568								
115 · Wells Fargo Savings 6564								
Deposit	09/30/2021			Interest	X	G · Interest Income	0.41	50,312.28
Total 115 · Wells Fargo Savings 6564								
6729 · US Bank CalCard								
Credit Card C...	09/01/2021		Mountain Hardwar...	Axe	X	4.3 · Operating Supplies & Equip...	-46.11	-1,046.98
Credit Card C...	09/01/2021		7-Eleven Portola		X	6.1 · Fuel	-48.63	-1,093.09
Credit Card C...	09/01/2021		Champion Chevrolet		X	6.6 · Outside Repair Services	-1,161.22	-1,141.72
Credit Card C...	09/02/2021		KS Market		X	6.1 · Fuel	-55.28	-2,302.94
Credit Card C...	09/02/2021		Amazon.com	No Parking Signs	X	1.4 · Fire House Maintenance	-225.06	-2,358.22
Credit Card C...	09/04/2021		Sierraville Service ...		X	1.4 · Fire House Maintenance	-43.00	-2,583.28
Credit Card C...	09/10/2021		Smithneck Farms		X	6.1 · Fuel	-9.00	-2,626.28
Credit Card C...	09/13/2021		Amazon.com	No Parkign Sign		1.4 · Fire House Maintenance	-278.32	-2,635.28
Check	09/14/2021	7291	US Bank	4866 9145 5552 6729		110 · Wells Fargo Operating 7568	2,626.28	-2,913.60
Credit Card C...	09/23/2021		Costco	Shop Towels		4.3 · Operating Supplies & Equip...	-34.62	-287.32
Credit Card C...	09/23/2021		Costco	TP & PT		4.3 · Operating Supplies & Equip...	-36.79	-321.94
Credit Card C...	09/24/2021		Titan Construction ...	Stihl Chain Pro 25"		1.4 · Fire House Maintenance	-94.34	-358.73
Credit Card C...	09/24/2021		Drivetrain America	Part for E84		4.3 · Operating Supplies & Equip...	-379.67	-453.07
Credit Card C...	09/27/2021		USPS	Postage to OES Reimbursement		6.3 · Parts	-5.71	-832.74
Credit Card C...	09/28/2021		OC Rugged Inc.	Refurbished Toughbook Laptop		1.3 · Office Expense	-1,635.65	-838.45
Credit Card C...	09/29/2021	7337	US Bank	4866 9145 5552 6729		110 · Wells Fargo Operating 7568	2,626.28	-2,474.10
Check	09/29/2021		TF Tire & Service	Need receipt		6.8 · Tires	-437.43	152.18
Credit Card C...	09/30/2021		The Farmhouse			Meals	-40.80	-285.25
Total 6729 · US Bank CalCard								
TOTAL							720.93	-326.05
TOTAL							-62,545.83	234,572.21

Sierra County Fire Protection District #1
Unpaid Bills Detail
All Transactions

Type	Date	Num	Due Date	Aging	Open Balance
Alpine Fire Services, Inc.					
Bill	09/13/2021	09-13221	09/23/2021	17	328.82
Bill	09/13/2021	09-13321	09/23/2021	17	192.86
Bill	09/13/2021	09-13421	09/23/2021	17	327.93
Total Alpine Fire Services, Inc.					849.61
AT&T					
Bill	09/20/2021	000017074698	10/27/2021		66.60
Total AT&T					66.60
AT&T- Calpine					
Bill	09/20/2021	000017074700	10/27/2021		21.74
Total AT&T- Calpine					21.74
Forestry Suppliers					
Bill	09/24/2021	915096-02	10/24/2021		243.00
Total Forestry Suppliers					243.00
Kelly Champion					
Bill	10/09/2021	1830	10/12/2021		589.33
Bill	10/15/2021	10.15.21	11/14/2021		1,300.00
Total Kelly Champion					1,889.33
National Fire Fighter Corp.					
Bill	09/29/2021	01936384	10/29/2021		300.25
Total National Fire Fighter Corp.					300.25
O'Reilly Automotive					
Bill	09/03/2021	4426296191	10/20/2021		69.63
Total O'Reilly Automotive					69.63
Rudy Hoyos Repair					
Bill	09/30/2021	09.30.21	10/30/2021		607.50
Total Rudy Hoyos Repair					607.50
Sierra Valley Home Center					
Bill	09/20/2021	206061	10/10/2021		27.01
Bill	09/18/2021	206036	10/10/2021		180.84
Bill	09/18/2021	206035	10/10/2021		121.90
Bill	09/10/2021	204705	10/10/2021		38.06
Bill	09/09/2021	204787	10/10/2021		30.59
Bill	09/04/2021	205348	10/10/2021		233.02
Bill	08/30/2021	204581	10/10/2021		145.12
Total Sierra Valley Home Center					776.54
State Compensation Ins. Fund					
Bill	09/23/2021	9013012-20	10/18/2021		4,783.61
Total State Compensation Ins. Fund					4,783.61
Thompson Garage Doors, Inc.					
Bill	09/29/2021	142220	09/29/2021	11	673.17
Total Thompson Garage Doors, Inc.					673.17
TOTAL					10,280.98



September 1, 2021

COPY

Mr. Keith Turi
Assistant Administrator, Recovery Directorate

Via: Mr. Robert J. Fenton, Jr. Regional Administrator
Federal Emergency Management Agency, Region IX
U.S. Department of Homeland Security
1111 Broadway Street, Suite 1200
Oakland, California 94607

Subject: Second Appeal – Request for Public Assistance
FEMA-4558-DR-CA, August 2020 Wildfires
Cal OES ID: 091-91031 FEMA ID: 091-U51W0-00
Applicant: Sierra County Fire Protection District #1
Cal OES Log: 723179.4 FEMA Log: 395654

Dear Mr. Turi:

On July 6, 2021, the California Governor's Office of Emergency Services (Cal OES) received the enclosed letter, from the Sierra County Fire Protection District #1 (Applicant) (Enclosure 1). This letter is a second appeal of the total amount of \$7,352.00 as the result of the Federal Emergency Management Agency's (FEMA) determination to deny the Applicant's Request for Public Assistance (RPA). Cal OES received FEMA's denial of the Applicant's first appeal on May 24, 2021, and Cal OES received the Applicant's second appeal on July 6, 2021, which is within the 60-day deadline.

FEMA-4558-DR-CA, the August 2020 Wildfires, was declared on August 22, 2020, and subsequently amended on October 18, 2020, to include Sierra County. In accordance with Title 44 of the Code of Federal Regulations (44 CFR) § 206.202, requests for Public Assistance (PA) must be submitted to the Regional Administrator within 30 days after designation of the area where the damage occurred. Therefore, the deadline to submit an RPA for the Applicant was November 17, 2020. On November 24, 2020, the RPA was submitted on the Applicant's behalf by Cal OES, seven days after the deadline.



FEMA denied the Applicant's first appeal, stating the Applicant did not provide documentation showing extenuating circumstances beyond the Applicant's control that prevented the Applicant from submitting a timely RPA (Enclosure 2).

The Applicant believes the following are circumstances beyond its control. First, the Applicant, is a small rural volunteer fire district that has a small administrative staff including Mr. Thomas Rowson, Chair of the Commission, Mr. Richard Maddalena, Commissioner, and Ms. Kelly Champion, who assists with administrative work on a part-time basis. Second, Sierra County (County) initially notified the Applicant it would be submitting a county-wide RPA. Therefore, the Applicant only needed to submit its expenses to the County, and not file its own RPA. The Applicant was not notified by the County until October 29, 2020, only 19 days before the deadline, that it needed to submit its own RPA. The Applicant lost another nine days when the email sent to Cal OES's Emergency Services Coordinator (ESC) went into a spam folder. Now only one week before the deadline, the Applicant incorrectly navigated to a GO-FEMA grant site; a site used by the Applicant for a recently submitted grant, which further delayed the entry. Finally, the Applicant contacted Cal OES and was able to enter the RPA on November 24, 2020, seven days late. The following describes the events in more detail.

The Applicant stated in its first appeal letter that the County OES Director contacted various Sierra County Officials and Fire Agencies requesting damage claims as it would be submitting a county-wide RPA for all damages. The Applicant and the County are unable to provide this email believing it was either permanently deleted or the initial contact may have been made by phone (Enclosure 3, pages 2-3).

On October 19, 2020, the Applicant submitted the incurred expenses in an email to the County OES, as requested (Enclosure 4). Based on the communication received from the County OES, the Applicant believed by submitting expenses to the County, it completed the process on its end.

On October 20, 2020, a Cal OES ESC emailed the County asking the County to "please share this announcement to all of your departments, special districts, Loyalton, and any Private Nonprofits (PNP) that may have eligible costs from the Loyalton Fire" (Enclosure 5). The email contains an announcement of the Applicant Briefing on October 22, 2020, and a link to Grants Portal to create an RPA. On October 22, 2020, the County attended the Applicant Briefing, but did not pass on the email or invite the Applicant.

On October 27, 2020, the County OES Director, sent an email continuing to seek damage claim information (Enclosure 6). This email states, "Local, State, and Federal concurrence is in place and we are in the phase of summarizing the costs and various categories of assistance that we can [sic] I wanted to reach

out to all of you to establish clear lines of communication as we put together the damage assessment and request for any reimbursement for costs associated with this fire." It also states that, "County OES staff and the County Sheriff staff will be conducting a webex call with State OES to further efforts to obtain assistance resulting in costs incurred from the Loyalton Fire." These statements imply that the County is responsible for coordinating and submitting expenses for reimbursement and attending meetings with Cal OES. There is no mention that the Applicant should submit an RPA on its own nor does it state that the Applicant should attend the webex call. Again, with this email, the Applicant believed it had completed the process from its end.

The Applicant and the County were challenged with the process details due to the fact the County OES Coordinator, the subject matter expert, was out on medical leave. The County OES Coordinator is experienced with the processes and procedures during a disaster event. The Applicant notes that the County OES Director, who is also the County Planning Director and the Public Works Director, is not a subject matter expert with FEMA requirements and processing of RPA's. The County was working with limited resources due to the North Complex Fire and missing critical staff.

On October 28, 2020, the County submitted an RPA on Grants Portal for the County. Approximately on October 29, 2020, the County OES Director notified the Applicant to submit an RPA directly with FEMA. The County recommended the Applicant contact Cal OES for guidance to create an account and submit an RPA.

The Applicant emailed Cal OES on October 29, 2020 (Enclosure 7). Because the Applicant's email address was a personal Gmail account, it went into the Cal OES ESC's Spam folder (Enclosure 8). Receiving no response, the Applicant both called and emailed Cal OES on November 9, 2020 (Enclosure 7). On November 9, 2020, Cal OES replied, providing the Cal OES Fact Sheet for FEMA-4558-DR-CA: August 2020 Wildfires (Enclosure 7, page 2). The Applicant states this was the first clear direction on how to submit an RPA, one week before the deadline.

Using the Cal OES Fact Sheet, the Applicant began the process of submitting the RPA. Mr. Maddalena, a Commissioner for the Applicant, described his computer skills as limited. He mistakenly ended up on the GO-FEMA portal instead of Grants Portal. Please note that it is possible to get to the GO-FEMA portal from the link on the Cal OES Fact Sheet. The GO-FEMA site states the following, "Grants Outcomes (GO) is FEMA's new platform for submitting, approving, and managing FEMA grants." (Enclosure 10). It does not designate the type of grants. On a phone call on February 10, 2021, Mr. Maddalena stated he had also recently submitted a grant request on the GO-FEMA portal and presumed this was the method for submitting all grants to FEMA. When

Mr. Maddalena ran into trouble logging in, he contacted the GO-FEMA Hotline. Neither the Applicant nor the GO-FEMA representative realized the Applicant was on the wrong FEMA website. Mr. Maddalena admits he may not have asked the right questions. Mr. Maddalena spent many more days trying to figure out how to log in and set up the account, but to no avail.

On November 10, 2020, Cal OES emailed the County OES Director and requested the County to send the attached Cal OES Fact Sheet to Loyalton and any other government district that is not part of the county jurisdiction (Enclosure 9). Note the FEMA portal link and that the deadline is November 13, 2020. While the actual due date is November 17, 2020, the earlier deadline on the Cal OES Fact Sheet is a buffer to allow extra time for submittals. The County did not forward this information to the Applicant.

On November 15, 2020, Mr. Maddalena emailed Ms. Kelly Champion, who had higher technical skill levels and internet experience (Enclosure 11). He erroneously stated the due date was at the end of the month, and that it should be submitted on the GO-FEMA website. Using the Cal OES Fact Sheet, Ms. Champion tried to submit the RPA, but was not successful. Ms. Champion then contacted the FEMA Hotline and was told that the deadline had already passed; therefore, the window for entering the RPA on Grants Portal was closed. The FEMA Hotline recommended she contact Cal OES.

On November 24, 2020, Ms. Champion contacted the Cal OES Recovery Team who was able to enter the RPA on her behalf the same day. In addition, Cal OES requested a written statement as to why the RPA was being submitted after the deadline and permission to submit the RPA for the Applicant (Enclosure 12). On November 24, 2020, the RPA was submitted by Cal OES on behalf of the Applicant, seven days after the deadline.

To further support this second appeal, Cal OES received a new letter dated August 9, 2021, from the County Director of OES (Enclosure 13). This letter reaffirms the steps the County took in order to submit one RPA for all agencies within the County. The letter states the County was in an "all hands-on deck" situation due to the Loyalton Fire and evacuations, while having a limited staff due to COVID-19 State Mandated Stay-at-home orders as well as the County OES Coordinator, the subject matter expert, on medical leave. The County states it was in a better position to gather information, verify, and process as a single point of contact during the disaster to assist all agencies within the county. The County communicated to the Applicant as well as other agencies, it would be able to combine and submit all claims within the County, as one request. The County also states that "it was the understanding of County OES that based on these unique circumstances, State OES and FEMA would accept a single RPA." Once the County learned the requirement to file an individual

agency RPA, the County reached out and the Applicant responded immediately. The County further states:

Please reconsider your denial of the request and fully fund this reimbursement claim as services were provided with clear intent, services were delivered, there was confusion in the reporting process, the Fire District reasonably expected your support and recommendation to provide funding. Most importantly it is the correct and fair adjudication of this process on behalf of this fire district and claim denial would not be in the public interest (Enclosure 13).

If the County had prepared the Applicant or even assisted in completing its RPA request, the Applicant would have not missed the application deadline.

Per the Public Assistance Policy and Program Guide (PAPPG) V4 April 2020, page 36, "FEMA may extend the deadline for submitting an RPA if the Recipient submits a request in writing with justification based on extenuating circumstances beyond the Applicant's or Recipient's control." The Applicant followed the directions of the County OES and submitted its costs on October 19, 2020, 29 days prior to the deadline. A subject matter expert staff member on medical leave, incorrect information, miscommunication, a small volunteer fire district, a first-time applicant, and deployed staff assisting the LNU Complex fire, caused many challenges and wrong information for the Applicant. Despite submitting its costs, as instructed by the County OES, the Applicant believed it had completed its process for the RPA. Once the Applicant learned it needed to submit its own RPA through Grants Portal, the Applicant continued to be diligent in its efforts to submit an RPA before the deadline.

The Applicant states that it was not just one thing, but cumulative challenges while staff were responding to a fire, that made this situation outside of its control. The County's initial misdirection requiring the Applicant to submit its expenses through the County, the County's lack of forwarding critical information directly to the Applicant, and not receiving the Cal OES Fact Sheet, which provided the necessary link to file the RPA, until November 9, 2021 are all circumstances outside of the Applicant's control. All of these circumstances significantly impacted their ability to file the RPA on time. Had the Applicant been notified directly, had the Applicant been able to attend the Applicant Briefing, the Applicant likely would have had the resources or the time to recover from their mistakes, within the deadline.

In accordance with 44 CFR § 206.206, and after careful review and evaluation of the documentation provided by the Applicant, Cal OES supports the appeal and recommends FEMA's approval of the Applicant's RPA, estimated at \$7,352.00.

Mr. Keith Turi
Page 6

In accordance with 44 CFR § 206.206(c)(3), Cal OES respectfully requests a response to this appeal within 90 days from receipt of this letter.

If you require additional information regarding this correspondence, please contact Mr. David Gillings, State Public Assistance Officer, at (916) 845-8224 or Mr. Peter Crase, Program Manager, at (916) 869-2769.

Sincerely,



RYAN BURAS
Deputy Director, Recovery
Alternate Governor's Authorized Representative

Enclosures:

1. Applicant's second appeal letter
2. FEMA's first appeal denial letter
3. Applicant email dated February 16, 2021
4. Applicant email to Sierra County dated October 19, 2020
5. Cal OES ESC email dated October 20, 2020
6. Sierra County OES Director email dated October 27, 2020
7. Cal OES ESC and Applicant emails
8. Cal OES ESC email dated November 9, 2020
9. Cal OES ESC email dated November 10, 2020
10. GO FEMA website
11. Applicant email dated November 15, 2020
12. Applicant letter dated November 24, 2020. Late RPA explanation
13. Sierra County Director of OES letter dated August 9, 2021

cc: Kelly Champion, Clerk, Sierra County Fire Protection District #1
Robert Pesapane, Recovery Division Director, FEMA Region IX

bh



Kelly Champion <kellychampionoffice@gmail.com>

Fiscal Year (FY) 2020 Assistance to Firefighters Grants

1 message

FEMA GO <no-reply@fema.dhs.gov>
To: tk.rick.07@gmail.com, kellychampionoffice@gmail.com

Wed, Oct 6, 2021 at 9:04 AM

10/06/2021

Sierra County Fire Protection District #1
PO Box 255
Sierraville, CA, 96126 -0255

Reference: EMW-2020-FG-17791

Dear Assistance to Firefighters Grant Program Applicant:

On behalf of the Federal Emergency Management Agency's (FEMA) Grant Programs Directorate, I would like to thank you for applying for assistance under the Fiscal Year (FY) 2020 Assistance to Firefighters Grant (AFG) Program. Unfortunately, after careful consideration and review, your application did not score high enough to receive further consideration through the panel review process. We regret that the news could not be more favorable.

As you are aware, the AFG Program is among the Department of Homeland Security's (DHS) and FEMA's most competitive grant programs. In FY 2020, FEMA received over 8,150 AFG Program applications, requesting more than \$2 billion in federal assistance. The large number of applications received, and the finite amount of available funding, resulted in many commendable applicants not being funded and accentuates the highly competitive nature of this program. FEMA encourages your organization to apply for funding through the FY 2021 AFG Program.

Given the high number of applications received, the AFG Program is unable to provide your organization with an individualized comprehensive review of your application at this time. However, we offer a webinar to assist you in understanding our review and selection process to help you in preparing future applications. For additional information, please visit <https://www.fema.gov/assistance-firefighters-grant>.

There are several other tools and resources available to help fire departments and volunteer interest organizations develop effective AFG Program grant applications. I encourage you to make use of these resources as you prepare your next grant request.

- 1. AFG Program Website:** <https://www.fema.gov/assistance-firefighters-grant>. The AFG Program Website offers a wealth of resources, including:
 - The AFG Program Notice of Funding Opportunity (NOFO), which explains funding priorities and evaluation criteria
 - Frequently Asked Questions (FAQs)
 - Narrative Self-Evaluation Tool
 - AFG Program Application Checklist
 - Get Ready Guides
 - Online tutorials with key information about preparing grant requests
 - AFG Program E-Mail Alerts (biweekly e-mail messages to the AFG Program mailing list), which provide important announcements about new application periods, upcoming workshops, and other AFG Program updates (to receive the AFG Program E-Mail Alerts, sign up on the AFG Program website)
 - Recipient success stories
- 2. Toll-Free AFG Program Help Desk:** 1-866-274-0960 or firegrants@fema.dhs.gov. The AFG Program Help Desk answers questions from applicants by telephone and by e-mail. Between application periods, they field general questions about the AFG Programs. During application periods, they provide technical assistance with the online application and answer questions about the AFG Program NOFO. If additional assistance is needed, the Help Desk staff can refer questions directly to subject matter specialists.

Your interest in the AFG Program reminds us that America's fire and emergency medical services organizations continue to have great need for support. FEMA and DHS will continue to work closely with and support the Nation's first responders and their vital work. Thank you again for your dedication and commitment.

Regards,

Kerry L. Thomas
Director
Preparedness Grant Division

Adopted: February 2014

**SIERRA COUNTY FIRE PROTECTION DISTRICT #1
VOLUNTEER REIMBURSEMENT POLICY**

To the extent that the Sierra County Fire Protection District #1 (the District) has been reimbursed for services provided by a specific volunteer, the District will, in turn, reimburse that volunteer for those services. "Salary Rates" will be established annually with the California Emergency Management Agency. Those "Salary Rates" will be used for reimbursement of volunteers less any cost of collection.

Adopted August 10, 2021

REIMBURSABLE USE OF VOLUNTEERS

UNDER LOCAL COOPERATIVE AGREEMENT

Under the terms of the Local Cooperative Agreement between the Tahoe National Forest (Agreement Number 21FI-11501700-049) The Sierra County Fire Protection District #1 acknowledges that the District does mobilize their Volunteers to for reimbursable assistance within the authority, scope, and terms of that Cooperative Agreement, specifically addressed in item VIII., F. 5., on page 9 including Cooperator Agreements a. through e.

a. To compensate the individuals for hours worked based on current standardized published rates for emergency firefighters in the State of CALIFORNIA, or at hourly rates equal to, or less than, the current Federal administratively determined (AD) pay plan.

b. Unless exempt from Fair Labor Standards Act, these individuals will receive overtime pay for hours worked over 40 in a workweek at a rate equal to time and one half of the (base) hourly rate.

- c. Base hourly and overtime costs are reimbursable; shift premiums, fringe benefits, and backfill costs are not reimbursable.
- d. The rates will only apply to incident response under the terms of this agreement and will not apply to project activities carried out supplemental to this agreement.
- e. These individuals will be considered Cooperator personnel under the terms of this agreement.

The District has different parameters for volunteers mobilized under State of California procedures.

PROPOSED:

ADVANCED PAYMENTS: To minimize financial impacts to volunteers the District may, by action of the Commission, choose to make advanced payments to volunteers under one of the following situations.

- A. **LOCAL INCIDENT OR PREPOSITIONED:** When a volunteer has been assigned to a local incident (within the District) or prepositioned within the District, an advanced reimbursement (not to exceed 50% of the expected and invoiced amount to be ultimately reimbursed) may be authorized by the Commission.
- B. **OUT OF DISTRICT INCIDENTS:** When a volunteer has been assigned to an incident outside of the District, advanced reimburse will only be made with funds held by the District that have been generated from cost recovery efforts from prior out of District incidents. The Commission may authorize an advanced payment not exceed 50% of the expected and invoiced amount to be ultimately reimbursed.

PROPOSED

PAYMENT EXPECTATION AND WITHHOLDING:

The District is, by a charter, is a volunteer organization. Volunteers are normally not reimbursed for their service. Exceptions occur when volunteers are mobilized for reimbursable assistance within the authority, scope, and terms of Cooperative Agreements or under the authority of the CFAA agreement. Since these assignments are normally infrequent and unscheduled, volunteers are cautioned not to expect these assignments as normal income.

The amounts reimbursed for these assignments can be substantial. The District does not withhold State or Federal income tax from these payments. Each Volunteer should be aware that the funds earned from paid assignments are taxable and that the District will generate a 1099-NEC (Nonemployee Compensation) income form that will document these earnings to the State of California and the IRS. The Commission is not giving tax advice, but recommends each Firefighter participating in these events should consult a professional tax advisor to determine how much to set aside for taxes so that there will be no unexpected tax consequences. A copy of this policy statement should be given to each volunteer upon dispersal of their first payment.

Verdi Fire Fees

Kelly Champion <sierracountyfire1@gmail.com>

Sun, Oct 3, 2021 at 5:37 PM

To: Candy Hunter <candyhunter@sbcglobal.net>

Cc: Tom Rowson <tkrowson@psln.com>

Hi Candy,

Van's office had a turnover of a bunch of staff in 19/20 and during that time there was quite a period of miscoding tax revenue and fees (we were not alone). After a thorough review, I can conclude that the District received the assessed amount of \$17,686.76 for the Verdi zone.

It is not apparent in the distributions we've received if you look at their Memos because it was miscoded. Once I reclassified a calculated difference of \$6,659.94 from Unsecured Property Tax to Verdi Zone Benefit then I get the right amount for both Unsecured and Verdi. With the reclassification of \$6,659.94, the Jan 22, 2021 distribution of \$9,539.98 and the July 2, 2021 of \$1,486.94 we get the total of \$17,686.86 for Verdi Zone.

Our adjusted revenues now match the distribution checks we've received and the left over receivable (\$2,462.40 mitigation and \$3.87 interest). Please see the revised 6/30/21 income statement attached. I have sorted and relabeled income items so the county money is all together at the top so you can compare it to Van's email with the columns.


I think this is the type of reconciliation we need to do annually and I'd like to get the info for the 19/20 fiscal year for our files. I hope I have helped clear this up for you. It took me some time to verify all the figures and make sense of it too. Please let me know if you have any more questions or you can reach me by phone during the week between 9am and noon.

Wishing you well this beautiful fall!

Kelly Champion
530-604-4013

On Wed, Sep 29, 2021 at 4:29 PM Candy Hunter <candyhunter@sbcglobal.net> wrote:

[Quoted text hidden]

 **Book to tax reconciliation 06.30.21.pdf**
273K

Sierra County Fire Protection District #1

Profit & Loss

July 2020 through June 2021

	Jul '20 - Jun 21
Income	
A · Tax Income	
A.1 · Secured Property Tax	232,325.78
A.2 · Unsecured Property Tax	
Prior Year Unsecured Property Tax	362.23
A.2 · Unsecured Property Tax - Other	7,239.44
Total A.2 · Unsecured Property Tax	7,601.67
A.3 · Verdi Tax Income	17,686.77
A.6 · Timber Yield Tax	1,080.14
A.7 · HOPTER, Homeowners Property Tax	2,260.81
A.9 · County Interest Income	235.51
M · Mitigation Fees	10,256.45
1.8 · County Admin Fees	-32,801.26
Total A · Tax Income	238,645.87
B · Fire Income	
B.1 · Valley Fire - Tahoe NF	1,094.00
B.2 · Loyalton Fire - Cal OES	23,860.72
B.3 · South Fire - US Treas	1,026.00
B.4 · Sheep Fire	74,257.15
Total B · Fire Income	100,237.87
C · Fire House Rent	2,400.00
D · Grant Income	
D-5 · Title III Funds	1,332.05
D-6 · PSPS Grant Income	36,300.00
Total D · Grant Income	37,632.05
G · Interest Income	11.29
Total Income	378,927.08
Gross Profit	378,927.08
Expense	
1.0 · General	
1.1 · Professional Fees	4,050.00
1.2 · Clerical	18,867.75
1.3 · Office Expense	2,009.31
1.4 · Fire House Maintenance	365.02
1.6 · CSDA Membership	670.00
1.7 · Retention Incentives	2,759.58
Total 1.0 · General	28,721.66
10.0 · Miscellaneous Expense	
10.1 · Community Support	693.43
10.0 · Miscellaneous Expense - Other	0.00
Total 10.0 · Miscellaneous Expense	693.43
2.0 · Emergency Medical	
2.1 · EMS Training	1,961.87
2.2 · EMS Medical Supplies	1,172.65
Total 2.0 · Emergency Medical	3,134.52
3.0 · Communications	
3.1 · Repeater Site Rental	1,809.00
3.2 · Web Site	1,102.50
3.4 · Radio & Repeater Batteries	88.95
Total 3.0 · Communications	3,000.45
4.0 · Fire Protection	
4.1 · Personal Protection Equipment	852.35

Verdi

Total's match

Van's Email

4001	Sec	232,325.78	146,791.66	85,534.12
4002	Unsec	7,239.44	7,239.44	0.00
404	PY	362.23	362.23	0.00
4007	Timber	1,080.14	1,080.14	0.00
4050	Bond	0.00		0.00
4055	HOPPER	2,260.81	2,260.81	0.00
4531	Mitigation Fees	10,256.45	7,794.05	2,462.40
4101	Int	235.51	231.60	3.91
4531	Verdi	17,686.76	103,220.89	(85,534.13)
12/10/2020	Tax Admin Fee	(32,801.26)	(32,801.26)	0.00
		238,645.86	236,179.56	2,466.30
1/8/2021	Distribution	(97,588.51)	(97,588.51)	0.00
2/19/2021	Distribution	(9,539.89)	(9,539.89)	0.00
4/16/2021	Distribution	(99,564.17)	(99,564.17)	0.00
7/2/2021	Distribution	(29,487.02)	(29,487.02)	0.00
		2,466.27	(0.03)	

I hope this explanation along with the prior correspondence clarifies that Sierra County Fire District #1 has received all of its do taxes and fees

Although miss labeled in the correspondence (remittance advise) accompanying the disbursement checks.

If there is a need for further explanation please let me know and I will do my best.