

## Minutes for June 17, 2021 Beckwourth Fire District

- **Board members attended this meeting via teleconference as permitted by California Governor Newsom Executive Order N-29-20 and in person. Members of the public were able to join the meeting via Zoom live streaming. Board Meeting called to order at 6:30 PM by Daniel Smith via telephone.**
- **Roll Call: Board Members:** Daniel Smith – present via telephone, Denise Downs – present, Gay Miller – present, John Randall – absent, Daniel Greenwood -- present. **Board Secretary:** Regina Martinez, **Fire Chief:** Bret Russell.
- **The Pledge of Allegiance:** Recited by all.
- **Approval of Minutes** for the Board Meetings held on April 15, 2021, and May 20, 2021. Not all Board members had copies of the minutes in their packets for May and the changes to the April minutes were not completed, so those will be reviewed and approved at the next Board meeting in July.
- **Approval of the Account Revenues, Receivables, Expenditures, and Balance Sheet** for the month of May 2021. Regina shared with the Board of Directors the Financials. After some questions and clarifications, Denise made the motion to approve the May financials, Gay Miller seconded the motion. All in favor. It was noted that the Portola Division was not discussed. Regina gave a report on the Portola Division, there were no questions or comments.
- **Public Comment:** Bruce Lackenbauer mentioned the previous discussion of us approaching Plumas Bank for a donation toward our Auxiliary. He wondered if anyone had followed up on that. Daniel said he had gone to the bank but the person he needed to talk to wasn't there. Since then, he has been out of the area and has not been able to go to the bank again.
- **Consent Agenda:** none
- **Chief's Report:** The Chief, and others from the department, went to C. Roy Carmichael School and gave a presentation discussing basic fire safety, 911 calls, extinguishers, etc. Each child was given a bag of various fire related stickers, coloring books, etc. It was well received and definitely formed a good relationship with the school. The brush engine we just purchased is in service, it is #9477. It is in good condition, the only item needing replacement is tires. The support unit, the old Portola ambulance, is at Station 2 now and will be used for the Auxiliary program. This frees up space at Northside Station for a Type 6 for wildfire, we have no Type 3 in the City of Portola. Engine 9476 will be at Northside and 9477 will be at Station 1. We've implemented a "monthly motto" at our business meetings to bring some cohesion and motivation. Last month was "Do the Right Thing", this month is "Integrity". Our Monday night trainings are still consistent and now we host multiple state classes: Driver Operator 1A and 1B, and Engine Boss/Crew Boss. We are now doing more interagency training with the U.S. Forest Service. This will lessen confusion when we are on scene at a wildfire with them. The nonpunitive OSHA inspection took place. They documented we were using equipment we've never used before or using it erroneously. Also, we needed to purchase eyewash stations, and other minor items. These items should not be a problem to comply with and will be completed by July 1<sup>st</sup>. Daniel asked if there were any items that could potentially be a problem, and the Chief said the Fit Testing is the only area that may be a problem due to our department not owning the fit test equipment and may need to borrow from Quincy Fire.

For the month of May, BFD had 9 calls, 7 medical and 2 fire. The Portola Division had 27 calls. 20 were medical, 3 lift assists, and 4 fire. Daniel asked the Chief to let the Board know about the new internal dispatch system. We no longer use the app E Dispatch, we now use Who's Responding. It is more in depth, we can communicate with each other better, more features. Plumas County Sheriff will also be using this app. The cost is \$200.00 cheaper than the other app.

**Secretary's Report:** No report.

- **Discussion and Possible Action: Review, discuss and adopt final 2021/2022 fiscal budget.** Denise asked about the line items of Working Reserve Fund and Emergency Fund. She asked if Daniel is suggesting adding \$10,000 and \$5,000 respectively, where is this money coming from? The strike team revenues? Daniel explained those funds come out of the contingency rollover funds. In the future we want to develop our policy for these funds by percentage going into the reserves. The Capital Improvement Fund to \$20,000, \$10,000 in working reserve and \$5,000 into the emergency fund, which is \$25,000 total. Daniel asked if the board was ok with these numbers. A motion to adopt the final budget with the \$20,000, \$10,000 and \$5,000 additions was made by Daniel Greenwood, Denise seconded. Daniel Smith – yes, Denise Downs – yes, Gay Miller – yes, Daniel Greenwood – yes. All in favor, motion approved.
- **Discussion and Possible Action: The revised fire consolidation resolution confirming commitment to Phase One Feasibility Study, Resolution #2021-003.** C-Road decided not to participate. A motion to wave the 6 agencies to a 5-agency commitment at the same price as before was made by Denise, seconded by Gay. Daniel Smith – yes, Denise Downs - yes, Gay Miller – yes, Daniel Greenwood – yes. All in favor, motion approved.
- **Discussion and Possible Action: Approve the donation of old Scott air packs to fire departments in need.** The Chief reported that we received \$18,000, or more, of free equipment from the Henderson Fire Department. The Chief would like to donate our old Scott air packs to departments in need. The Oakmen? Fire Department has a need and Sierra Valley Fire Department as well. The Chief would like permission from the Board to donate these. A motion to donate the air packs was made by Gay Miller, Denise seconded. Daniel Smith - yes, Denise Downs - yes, Gay Miller – yes, Daniel Greenwood – yes. All in favor, motion approved.
- **Update of: LESSG Consolidation Project: Cost Sharing for Phase One.** The cost sharing amount is \$45,000 or \$50,000. This money has already been allocated. The question is how to divide these amounts between 5 agencies that is equitable. Some agencies do not have much money. If it is \$45,000, Beckwourth’s share would be \$15,818. Or if it goes to \$50,000 BFD’s share would be \$17,455. We can help control the cost by seeing what we can do ourselves after we get the report. Daniel asked Regina to go back and find the email outlining this and send to everyone on the board. This does not need to be voted on because the board has already approved spending \$20,000 and these costs are well below that.
- **Update of: Portola City Council Liaison monthly report.** Gay Miller reported that both Tom Cooley and Pat Morton are the best advocates for this consolidation. Gay also thanked Bret for the words he gives her in her report.
- **Update of: Report on Coronavirus:** Bret reported the hospital has dropped the N95 masks as a requirement on calls. Daniel also reported that masks are no longer required for businesses. We will be able to meet in person for the July meeting.
- **Update of: Water use from Grizzly Ranch.** 650 gallons used for month of May, it was used for training.
- **Division Chiefs’ Report:** Bruce Lackenbauer asked if the board would approve the money we have in place for building maintenance and use it on Station 1 for repair/replace fascia, painting, roof, etc. It keeps getting pushed back year after year. Kurt Flewell has been promoted to Captain. The volunteers are doing a lot of training, even on the weekends. At Northside Station he found an old sprinkler system and wanted to know if we could get it working. Since the City of Portola owns that property, he asked if we could do that? Tom Cooley said to coordinate with Lauren Knox, the City Manager.
- **Battalion Chiefs’ Report:** No report.
- **Safety Officer’s Report:** No report.
- **Directors Reports:** Denise asked about contracts from out of district people? Did Lafco change their policy on that? How would we be able to service people up Beckwourth/Genesee road since it is not plowed in the winter? Daniel explained these are interim contracts for 2 years. They say Lafco will require them to annex into the district if the consolidation does not happen. Right now, they annex in for free. The use of Careflight may be able to help the people up Beckwourth/Genesee Road. Those residents understood the terms.

Denisce asked about the agreement for internet at Station 2 with the Forest Service and shared costs. Bret will review the agreement and get back to the board.

- **Old Business:** none
- **New Business:** Daniel suggested we start a budget committee to oversee the budget preparations. This person would meet regularly with the Chief and Administrative Assistant. Also, he would like to see a board member support the chief in policy development. Daniel asked to look at this at the next board meeting.

Next Meeting: July 12, 2021 at 6:30 p.m.

- **Adjournment:** Denisce made a motion to adjourn Daniel seconded, meeting adjourned at 8:06 p.m.

I, Patty Venable, SECRETARY OF THE BOARD, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF SAID **BOARD MEETING** OF THE BECKWOURTH FIRE DISTRICT HELD ON **June 17, 2021** ARE CORRECT AS RECORDED.

BOARD OF DIRECTORS' APPROVAL SIGNATURES: Minutes for June 17, 2021.

Minutes approved by the Beckwourth Fire District Board of Directors on August 5, 2021.

Daniel Smith:	_____	Date: _____
Denisce Downs:	_____	Date: _____
Gay Miller:	_____	Date: _____
John Randall:	_____	Date: _____
Daniel Greenwood	_____	Date: _____