



Beckwourth Fire District Agenda

Regular Meeting
September 20, 2023 06:30 PM
180 Main St Beckwourth, 96129
<http://www.beckwourthfire.com>

Board of Directors

Chair Larry Smith • Vice Chair Daniel Greenwood • Director Alyson Ceresola • Director Tyler McGarr • Director Rachel Brothers

RULES AND PROCEDURES OF THIS BOARD

The Board reserves the right to address items out of order as they are listed on the Agenda.

Any person desiring to address the Board on any item on the agenda may do so during public comment period for that agenda item.


REASONABLE ACCOMMODATIONS

In compliance with the American Disabilities Act (ADA), the district will make every reasonable attempt to accommodate any attendee or participant at this meeting needing special assistance beyond what is normally provided. Please contact Beckwourth Fire District at 530-832-1008 at least 48 hours prior to this meeting to inform us of your particular needs. Beckwourth Fire District will determine if your particular needs can be accommodated. Individuals with impaired hearing and/or speech impediments may dial 1-800-806-1191 to reach the Commission.

1. Call to Order

- A. Roll Call
- B. Pledge of Allegiance

2. Public Comments

☒ **Discussion**  [Comment](#)

Members of the public are invited to address the District on any matter of interest to the public that is not on the agenda for a period of time not to exceed 3 minutes. Pursuant to the Brown Act, the District cannot discuss or take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting

3. Consent Agenda

☒ **Discussion** ☒ **Possible Action**  [Comment](#) [View Item](#)

These items are expected to be routine and non-controversial. The Board of Directors will act upon them at one time without discussion. Any board members, staff member or interested party may request that an item be removed from the consent agenda for discussion.

A. Approval of August 16, 2023 Board Meeting Minutes.

B. Approval of Account Revenues and Expenses, Balance Sheet, Expenses by vendor detail, Profit and Loss Budget vs Actual for August 2023

4. Department Staff Reports

☒ **Discussion**  [Comment](#)

Updates from the Chief, Department Staff, Duty Officers, Safety Committee, Equipment Committee, Training Committee and others as necessary.

- A. Chief's Report
- B. Secretary's Report
- C. Department Staff Reports

5. Directors Reports

☒ Discussion  [Comment](#)

Reports from Directors

6. Report on hydrant water use from Grizzly Ranch

☒ Discussion  [Comment](#)

7. Fire Protection Contract Discussion

☒ Discussion  [Comment](#)

Board to discuss key points for upcoming contract renewals/reinstatements.

- A. US Forest Service 2023/2024 Contract

8. Resolution 2023.09 Compensation of Strike Team Crew Members On Return From Incident.

☒ Discussion ☒ Possible Action  [Comment](#) [View Item](#)

The purpose of this resolution is to provide Strike Team Crew with an early pay option upon return from large incidents. The regular pay from OES for these events is historically slow and often fire crews miss regular wages in order to respond and provide mutual aid for these deployments. A motion was made and passed on 1/19/2022 at a regular board meeting to establish a reserve account in order to provide this supplemental pay to Strike Team Responders if requested.

9. Sealed Bid Submissions For Military Generators

☒ Discussion ☒ Possible Action  [Comment](#)

Board to unseal and count any bids submitted to the District for Military Generators as listed on website.

10.Landscaping at Station 2

☒ Discussion ☒ Possible Action  [Comment](#)

Chairman Larry Smith will lead discussion on possible options for landscaping at Station 2, Grizzly Road.

11. Future Agenda Items

☒ Discussion  [Comment](#)

12.Next Board Meeting

☒ Discussion  [Comment](#)

The next regularly scheduled Board Meeting to be held- October 18, 2023 at 6:30 pm

13.Closed Session

☒ Discussion ☒ Possible Action  [Comment](#)

A. Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation - Fire Chief

14.Adjournment



Beckwourth Fire District
Minutes
Regular Meeting
August 16, 2023 06:30 PM
180 Main St Beckwourth, 96129
<http://www.beckwourthfire.com>

1. Call to Order

The meeting was called to order at 6:30 pm by Chair Larry Smith.

A. Roll Call

Present: Chair Larry Smith, Vice Chair Daniel Greenwood, Director Tyler McGarr, Director Rachel Brothers

Absent: Director Alyson Ceresola

Staff Present: Deputy Chief Kenny Osburn, Clerk Heather Grant, Secretary Carol Logan, Ruben Villa, Bruce Lackenbauer, Dawson Thatcher

B. Pledge of Allegiance

Lead by Chair Larry Smith

2. Public Comments

Daniel Smith addressed the Board of Directors in support of the Consolidation, commending all involved in starting and pursuing the consolidation and how it is very satisfying to see the amount of progress that has been made. He also is stepping up as a volunteer for outreach around the community helping to educate voters on the Ballot Measures. He and his wife have organized their first outreach meeting at Grizzly Ranch Outpost on 9/12/23 at 6:00 pm if anyone would like to be involved.

3. Consent Agenda



A. Approval of July 19, 2023 Board Meeting Minutes.

B. Approval of Account Revenues and Expenses, Balance Sheet, Expenses by vendor detail, Profit and Loss Budget vs Actual for July 2023

Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Rachel Brothers.

The motion passed with the following vote:

4 **In Favor** 0 **Opposed**
— **Abstained** 1 **Absent**

4. Department Staff Reports

A. Chief's Report

Deputy Chief Kenny Osburn filled in for Chief Bret Russell

-Report on call logs for July: a total of 56 calls were dispatched and responded to.

-There has been an MOU in progress with Eastern Plumas Health Care, this will assist with BFPD's ability to provide Mutual Aid, there has been discussion on how best to apply these funds to be able to support department staff and the communities needs.

-Recognizing Brian Attama for the intense amount of training he has been pursuing.

-Recognizing BJ Mendoza and Rudy Hoyos for the extra time involved in vehicle maintenance

-Recognizing John Fatheree for efforts put into recent grant acceptance

-Reports that fire season has officially started and we will be sending some crews out soon.

B. Secretary's Report

Carol Logan reported that we received our check for Special Tax Assessments from the County today,

C. Department Staff Reports

Captain Ruben Villa reported out on the Fire Wise Event at Grizzly Ranch, also attended by Forest Service personnel, to provide information to community members on how to prepare to help avoid fires, and an emergency plan in case a fire were to occur.

He has been working with staff on clean-up around the Beckwourth Station

He also reported that progress has been made on Call Log reporting, and our ability to report and record those logs.

5. **Directors Reports**

A. No Directors had anything to report out.

6. **Report on hydrant water use from Grizzly Ranch**

A. There was no hydrant use from Grizzly Ranch.

7. **Report Out On Meeting/ Training/ or Seminars**

Ruben Villa reported meeting with EPHC Ambulance Crews every two weeks to discuss Mutual Aid responses, and help to refine that process to make the provision of Mutual Aid more efficient and effective.

8. **Fire Protection Contract Discussion**

A. US Forest Service 2023/2024 Contract

Director McGarr reported that he still has received no response from the Forest Service about their Agreement.

9. **Ad Hoc Finance Committee** Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Tyler McGarr.

The motion passed with the following vote:

4 **In Favor** 0 **Opposed**
 Abstained 1 **Absent**

It was agreed that an Ad Hoc Budget Committee be formed, Chair Larry Smith, and Director Rachel Brothers have been appointed and Daniel Smith has also volunteered to help. They will meet twice between now and next June to work on the Budget for 2024/2025

10. **Support of Measures E & F - Beckwourth Peak Fire Protection District** Director Rachel Brothers motioned to approve. A second was made by Director Tyler McGarr.

The motion passed with the following vote:

4 **In Favor** 0 **Opposed**
 Abstained 1 **Absent**

Motion made to support Measures E & F. A member of the public was able to provide more information on the items included in the packet, which help to clarify how BFPD Board is able to show support for these measures.

11. **Resolution 2023.08**



Resolution 2023.08 was adopted to allow the district to continue with the Grant process that was recently approved. This grant will help to provide funds for Wildland Fire equipment.

Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Rachel Brothers. The roll call vote:

Aye **Chair Larry Smith** Aye **Vice Chair Daniel Greenwood** Aye **Director Tyler McGarr**
Aye **Director Rachel Brothers** Absent **Director Alyson Ceresola**

12. Hurst Power Units for Vehicle 9454

Motion to approve the purchase of two Hurst Power Units for Rescue Vehicle #9454. This will make operational tools on the vehicle that are used for vehicle accident extraction and or search and rescue responses. Total amount approved is \$3100.00.

Vice Chair Daniel Greenwood motioned to approve. A second was made by Director Tyler McGarr. The roll call vote:

Aye **Chair Larry Smith** Aye **Vice Chair Daniel Greenwood** Aye **Director Tyler McGarr**
Aye **Director Rachel Brothers** Absent **Director Alyson Ceresola**

13. Future Agenda Items

14. Next Board Meeting

The next regularly scheduled Board of Directors meeting will be September 20, 2023, at 6:30.

15. Adjournment

Meeting was adjourned by Chair Larry Smith at 7:36pm

I, HEATHER GRANT, CLERK OF THE BOARD OF DIRECTORS OF BECKWOURTH FIRE PROTECTION DISTRICT, DO HEREBY CERTIFY THAT THE FOREGOING MINUTES OF THE BOARD OF DIRECTORS MEETING HELD ON THE _____ DAY OF _____, _____ ARE CORRECT AS SUBMITTED.

Heather Grant: Clerk of the Board

Date

Larry Smith: Chairman as APPROVED

Date:

Daniel Greenwood, Vice Chairman as APPROVED

Date:

Director as APPROVED

Date:

Beckwourth Fire District
Balance Sheet
As of August 31, 2023

	Aug 31, 23
ASSETS	
Current Assets	
Checking/Savings	
10000 · Cash in Plumas Bank 1605	144,839.43
10100 · Cash in Plumas Savings 3672	471,223.61
10200 · Cash Auxillary Plumas Bank 6070	7,511.01
Total Checking/Savings	623,574.05
Accounts Receivable	
11000 · Accounts Receivable	42,421.05
Total Accounts Receivable	42,421.05
Other Current Assets	
10010 · Petty Cash	-84.78
Total Other Current Assets	-84.78
Total Current Assets	665,910.32
Fixed Assets	
15000 · Station 1 - Beckwourth	
15003 · Equipment	13,650.00
Total 15000 · Station 1 - Beckwourth	13,650.00
54085 · Medical Equipment	2,798.19
54200 · Radio	25,736.79
54450 · Fire Station	1,877.50
54670 · Fire Truck	35,033.23
54680 · Fire Equipment	21,021.06
Total Fixed Assets	100,116.77
TOTAL ASSETS	766,027.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	4,926.71
Total Accounts Payable	4,926.71
Credit Cards	
27000 · CALCARD Visa	2,539.58
Total Credit Cards	2,539.58
Other Current Liabilities	
21000 · Accrued Payroll	4,830.00
24000 · Payroll Liabilities	508.93
Total Other Current Liabilities	5,338.93
Total Current Liabilities	12,805.22
Total Liabilities	12,805.22
Equity	
30000 · Opening Balance Equity	737.39
32000 · Retained Earnings	420,068.82
32001 · Unassigned Fund balance	286,103.00
32002 · Committed Fund balance	44,958.00
Net Income	1,354.66
Total Equity	753,221.87
TOTAL LIABILITIES & EQUITY	766,027.09

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09/14/23

Accrual Basis

Beckwourth Fire District

Expenses by Vendor Detail

August 2023

Type	Date	Num	Memo	Account	Amount
Adobe					
Credit Card Charge	08/22/2023	25311...	Adobe PDF	52180 · Office Expe...	-239.88
Total Adobe					-239.88
Amazon					
Credit Card Charge	08/22/2023	85914...	Batteries for equipment	52124 · Tools and E...	-98.80
Total Amazon					-98.80
Arco					
Credit Card Charge	08/07/2023	071612	fuel #9450 Water tender Inspection	52110 · Vehicle Fuel	-50.00
Total Arco					-50.00
AT&T Calnet 3					
Bill	08/12/2023	00002...		52020 · Communica...	-95.54
Total AT&T Calnet 3					-95.54
Beckwourth CSA					
Bill	08/31/2023	B0251...		52780 · Utilities	-44.50
Total Beckwourth CSA					-44.50
Carmen Victoria-Freiberg					
Check	08/22/2023	1766	Hurst 5000 Power unit #9454 Approved...	52124 · Tools and E...	-3,100.00
Total Carmen Victoria-Freiberg					-3,100.00
Carol Logan					
Bill	08/31/2023	141	August 2023 Bookkeeping	52190 · Professional...	-1,115.00
Total Carol Logan					-1,115.00
Clark Pest Control					
Bill	08/01/2023	33783...		52130 · Maintenanc...	-100.00
Total Clark Pest Control					-100.00
Ebay					
Credit Card Charge	08/15/2023	75137	Ruben #9450 Ruben - Strobe light	52092 · Maintenanc...	-93.26
Total Ebay					-93.26
Graphics Unlimited					
Credit Card Charge	08/23/2023	074419	graphics for #9454 Ken. O.	52092 · Maintenanc...	-1,347.21
Total Graphics Unlimited					-1,347.21
Heather Grant					
Bill	08/31/2023	0004	August 2023 Administration	52190 · Professional...	-1,003.00
Total Heather Grant					-1,003.00
Holiday Inn Express					
Credit Card Charge	08/06/2023	40077...	hotel BJ, Ken O. Water Tender Inspection	52740 · Travel - Rou...	-138.11
Total Holiday Inn Express					-138.11
Hotels.com					
Credit Card Charge	08/07/2023	82684	Ken O. travel for water tender inspection...	52750 · Travel - Spe...	-290.76
Total Hotels.com					-290.76
Hub Community Fitness Center					
Check	08/15/2023	1765	Gym memeberships for Fire Fighters	52700 · Spec. Dept. ...	-175.00
Total Hub Community Fitness Center					-175.00

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Accrual Basis

Beckwourth Fire District

Expenses by Vendor Detail

August 2023

Type	Date	Num	Memo	Account	Amount
Intermountain Disposal, INC					
Bill	08/25/2023	240356		52130 · Maintenanc...	-49.89
Total Intermountain Disposal, INC					-49.89
Jacksons Store					
Credit Card Charge	08/03/2023	098697	Ken #9454 fuel Water tender Inspection	52110 · Vehicle Fuel	-166.87
Total Jacksons Store					-166.87
L.N. Curtis & Sons					
Bill	08/08/2023	INV73...	Fatheree Halligan bar	52124 · Tools and E...	-293.92
Total L.N. Curtis & Sons					-293.92
Leonards Market					
Bill	08/03/2023	20	war=ter fir stations	52745 · Meetings/M...	-57.33
Bill	08/15/2023	08152...	water for all stations	52745 · Meetings/M...	-49.14
Total Leonards Market					-106.47
mountain Pizza					
Credit Card Charge	08/21/2023	536360	Business meeting/training 8/21/233	52745 · Meetings/M...	-143.97
Total mountain Pizza					-143.97
NAPA Sierra					
Bill	08/04/2023	262750	Jack #9372 DEF	52092 · Maintenanc...	-17.15
Bill	08/12/2023	263320	nozzle Southside	52090 · Maintenanc...	-7.69
Bill	08/12/2023	263320	Ventrap blk. Ice #9452	52092 · Maintenanc...	-4.99
Bill	08/12/2023	263320	duster Southside	52040 · Household ...	-22.69
Bill	08/12/2023	263320	Markers #9431	52180 · Office Expe...	-3.54
Bill	08/12/2023	263320	Station ! shop Fuse kits, LED lights	52130 · Maintenanc...	-51.26
Bill	08/12/2023	263320	Mount Kit #9430	52092 · Maintenanc...	-13.49
Bill	08/12/2023	263320	Shop, paint wheel cleaner, plastic weld, ...	52130 · Maintenanc...	-50.69
Bill	08/12/2023	263320	station one sales tax	52130 · Maintenanc...	-11.19
Bill	08/14/2023	263354	Rudy 9476, 9424	52092 · Maintenanc...	-17.20
Bill	08/16/2023	263560	Ruben 9475 pony motor kill switch	52092 · Maintenanc...	-4.49
Bill	08/21/2023	263800	Rudy #9400, 9475, 9452, maintenance	52092 · Maintenanc...	-300.35
Bill	08/21/2023	263872	Rudy #9461/9462 requested by Ruben ...	52092 · Maintenanc...	-101.65
Bill	08/29/2023	264355	Bruce Tool for all stations Oil gun	52124 · Tools and E...	-25.61
Total NAPA Sierra					-631.99
Plumas-Sierra Telecommunications					
Bill	08/31/2023	09/01/...		52020 · Communica...	-60.00
Total Plumas-Sierra Telecommunications					-60.00
Plumas Ace Harware Inc					
Bill	08/01/2023	481065	Bruce, Fax Line and tape measure	52130 · Maintenanc...	-35.37
Bill	08/13/2023	483766	rudy #9321	52092 · Maintenanc...	-103.17
Bill	08/16/2023	484548	Ruben yard maintenance	52130 · Maintenanc...	-91.12
Bill	08/27/2023	486806	Rudy #9321	52092 · Maintenanc...	-26.75
Total Plumas Ace Harware Inc					-256.41
Plumas County Tax Collector					
Deposit	08/17/2023	20244...	Prop. Admin Fee SB2557	52550 · Spec. Dept. ...	-1,047.97
Total Plumas County Tax Collector					-1,047.97
QuickBooks Payroll Service					
Credit Card Charge	08/26/2023	P1-87...		52180 · Office Expe...	-40.00
Total QuickBooks Payroll Service					-40.00
Streamline					
Bill	08/01/2023	78F24...		52020 · Communica...	-63.00
Total Streamline					-63.00

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Accrual Basis

Beckwourth Fire District
Expenses by Vendor Detail
August 2023

Type	Date	Num	Memo	Account	Amount
Texaco					
Credit Card Charge	08/06/2023	010701	fuel #9450 Water tender Inspection	52110 · Vehicle Fuel	-85.61
Total Texaco				-	-85.61
US Bank Equipment Finance					
Bill	08/13/2023	50850...		52373 · Lease Purc...	-83.26
Total US Bank Equipment Finance					-83.26
Verizon Wireless					
Bill	08/01/2023	99410...		52020 · Communica...	-52.16
Total Verizon Wireless					-52.16
Vons					
Credit Card Charge	08/07/2023	013533	Ken #9450 fuel Water tender Inspection	52110 · Vehicle Fuel	-140.47
Total Vons					-140.47
TOTAL					-11,113.05

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09/14/23

Accrual Basis

Beckwourth Fire District

Profit & Loss Budget vs. Actual

August 2023

	Aug 23	Budget	% of Budget
Income			
Other Revenue			
43010 · Interest-Invested Funds	100.04	27.66	361.7%
44230 · State Homeowners Prop. Tax	290.09		
44520 · Federal - FS Grizzly Rent	0.00	0.00	0.0%
45071 · Contract Fire Protection			
City of Portola	0.00	42,000.00	0.0%
Gold Mountain	0.00	0.00	0.0%
Sierra Nevada Journeys	0.00	0.00	0.0%
Total 45071 · Contract Fire Protection	0.00	42,000.00	0.0%
46239 · Donations	4,410.00		
46251 · Reimbursements / Refunds	125.00		
Other Revenue - Other	0.00	55.11	0.0%
Total Other Revenue	4,925.13	42,082.77	11.7%
Tax Revenue			
40010 · Current Secured Taxes	43,317.25	0.00	100.0%
40020 · Current Unsecured Taxes	1,555.00	0.00	100.0%
40040 · Prior Unsecured Taxes	0.00	0.00	0.0%
40060 · Interest Plumas Tax Collector	0.00	0.00	0.0%
40070 · Timber Yield Tax	4.63	0.00	100.0%
40130 · Supplemental Taxes	0.00	0.00	0.0%
40150 · Special Assessments	26,153.75		
Total Tax Revenue	71,030.63	0.00	100.0%
Total Income	75,955.76	42,082.77	180.5%
Expense			
Salaries & Benefits			
51000 · Regular Wages	18,421.10	12,500.00	147.4%
Total Salaries & Benefits	18,421.10	12,500.00	147.4%
52010 · Clothing - Personal Supply	0.00	583.33	0.0%
52011 · Clothing - Wildlands / Shelters	0.00	0.00	0.0%
52020 · Communications	270.70	833.33	32.5%
52040 · Household Expense	22.69	96.15	23.6%
52050 · Insurance			
Liability	0.00	0.00	0.0%
Total 52050 · Insurance	0.00	0.00	0.0%
52090 · Maintenance - Equipment	7.69	333.33	2.3%
52092 · Maintenance - Trucks	2,029.71	1,416.67	143.3%
52095 · Repair - Safety Equipment	0.00	92.94	0.0%
52110 · Vehicle Fuel	442.95	1,666.67	26.6%
52124 · Tools and Equipment	3,518.33	2,500.00	140.7%
52130 · Maintenance - Bldg & Grounds	389.52	1,083.33	36.0%
52140 · Snow Removal	0.00	0.00	0.0%
52160 · Memberships	0.00	233.33	0.0%
52170 · Miscellaneous Expenses	0.00	96.69	0.0%
52180 · Office Expenses	283.42	416.67	68.0%
52190 · Professional Services	2,118.00	2,333.33	90.8%
52373 · Lease Purchase	83.26	95.28	87.4%
52440 · Department Expenses/ Physicals	0.00	123.40	0.0%
52550 · Spec. Dept. Tax Admin. Fee	1,047.97	0.00	100.0%
52560 · Plumas County Property Tax	0.00	185.76	0.0%
52574 · Spec. Dept. Fire Prevention	0.00	83.33	0.0%
52700 · Spec. Dept. Training	175.00	316.67	55.3%
52740 · Travel - Routine	138.11		
52745 · Meetings/Meals	250.44	0.00	100.0%
52750 · Travel - Special	290.76		
52780 · Utilities	44.50	1,404.57	3.2%

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09/14/23

Accrual Basis

Beckwourth Fire District
Profit & Loss Budget vs. Actual
August 2023

	Aug 23	Budget	% of Budget
66000 · Payroll Expenses	1,616.94	2,893.75	55.9%
66900 · Reconciliation Discrepancies	31.87		
Total Expense	31,182.96	29,288.53	106.5%
Net Income	44,772.80	12,794.24	349.9%

Beckwourth Fire District
Total Month Income and Expense
August 2023

	<u>TOTAL</u>
Income	
Other Revenue	
43010 · Interest-Invested Funds	100.04
44230 · State Homeowners Prop. Tax	290.09
46239 · Donations	4,410.00
46251 · Reimbursements / Refunds	125.00
	<hr/>
Total Other Revenue	4,925.13
Tax Revenue	
40010 · Current Secured Taxes	43,317.25
40020 · Current Unsecured Taxes	1,555.00
40070 · Timber Yield Tax	4.63
40150 · Special Assessments	26,153.75
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Total Tax Revenue	71,030.63
	<hr/>
Total Income	75,955.76
Expense	
Salaries & Benefits	
51000 · Regular Wages	18,421.10
	<hr/>
Total Salaries & Benefits	18,421.10
52020 · Communications	270.70
52040 · Household Expense	22.69
52090 · Maintenance - Equipment	7.69
52092 · Maintenance - Trucks	2,029.71
52110 · Vehicle Fuel	442.95
52124 · Tools and Equipment	3,518.33
52130 · Maintenance - Bldg & Grounds	389.52
52180 · Office Expenses	283.42
52190 · Professional Services	2,118.00
52373 · Lease Purchase	83.26
52550 · Spec. Dept. Tax Admin. Fee	1,047.97
52700 · Spec. Dept. Training	175.00
52740 · Travel - Routine	138.11
52745 · Meetings/Meals	250.44
52750 · Travel - Special	290.76
52780 · Utilities	44.50
66000 · Payroll Expenses	1,616.94
66900 · Reconciliation Discrepancies	31.87
	<hr/>
Total Expense	31,182.96
	<hr/>
Net Income	<u><u>44,772.80</u></u>



Beckwourth Fire District

180 Main Street

Beckwourth, CA 96129

Email: bfpd@beckwourthfire.com

Phone (530) 832-1008

(Station 1 - Beckwourth)

Fax (530) 832-5828

Phone (530) 832-0121

(Station 2 - Grizzly)

Fax (530) 832-5721

Sept 20, 2023

*Contents of this resolution may vary depending upon the district principal act and other specific requirements

**BEFORE THE BOARD OF DIRECTORS
OF THE
BECKWOURTH FIRE PROTECTION DISTRICT
RESOLUTION 2023-09**

Compensation of Strike Team Crew On Return From Incident

This Resolution of the Board of directors of the Beckwourth Fire Protection District is to provide compensation to fire crews that respond to OES request for Strike Team Deployment to large incidents...

- **WHEREAS** the Beckwourth Fire Protection District provides mutual aid to the State of California OES incidents upon requests. Aid consists of Apparatus and Fire Crew Members.
- **WHEREAS Compensation for strike team response from the State of California OES is regularly delayed** up to 6-9 months. It is the commitment of Beckwourth Fire District to help recover, to some extent, the loss of regular wages for employees while engaged in out-of-county assignments. The District, when requested by the employee, will issue advance pay or partial pay based on a weekly rate.
- **WHEREAS** Beckwourth Fire Protection District will deduct the appropriate taxes for this wage. The balance of the pay will be distributed to the employee when it is received from the State of California or if the employee terminates their employment with the District. The amount issued in advance will be transferred back into the Reserve account used to provide compensation.
- **WHEREAS**, in order to increase retention of volunteer fire crew on the BFPD roster, all Strike Team Crew Member should be compensated or partially compensated on the payday of the regular pay period following their return from OES incidents. This pay will help to supplement any pay they may have missed from regular employment due to large incident response.
- **WHEREAS** the Board of Directors passed a motion to establish a Reserve account for this purpose on January 19, 2022, meeting. A motion was made to fund this account in the amount of \$25,000 to be dedicated solely to the compensation of Fire Crew Members who make a request for early payment of their due OES payments. This Resolution will finalize that motion to facilitate the creation of this Reserve fund.

PASSED AND ADOPTED by the Board of Directors as a Resolution of the Board Beckwourth Fire Protection District at a regular Board Meeting held on the 20th day of September, 2023 by the following vote:

AYES: _____ **NOES:** _____
(name)

(name) **ABSENT:** _____
(name)

(name) **ABSTAIN:** _____
(name)

(name) **ATTESTED:** _____
(name & title)

DATE: _____

Mission Statement: *The Beckwourth Fire District is committed to the protection of life and property using as our model, safety, teamwork, continuous education, and training.*



Beckwourth Fire District

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AGENDA

FOR THE BOARD MEETING OF THE **BECKWOURTH FIRE DISTRICT**
TO BE HELD ON **Wednesday January 19, 2022, at 6:30 PM** AT THE BECKWOURTH FIRE HALL
LOCATED AT 180 MAIN STREET, BECKWOURTH, CA

COUNCIL MEMBERS ATTENDING VIA TELECONFERENCE AS PERMITTED BY CALIFORNIA LAW.

BOARD MEMBERS: Daniel Smith, Gay Miller, Daniel Greenwood, Dick Spencer, and Alyson Ceresola

The Board reserves the right to address items out of order as they are listed on the Agenda.

The Board of Directors meeting is accessible to the public via Zoom at:

<https://us02web.zoom.us/j/86818170713?pwd=K083VUMyaTJhSjl6bVNQWmU2RXpldz09> or by telephone at: Phone Number 1-408-638-0968; Meeting ID: 868 1817 0713 Passcode: 855003

1. Call Meeting to Order
2. Roll Call
3. The Pledge of Allegiance
4. Appointment of New Board Member/Appointment of Board Positions
5. Opening remarks
6. Approval of Minutes for the Board Meetings held on November 18, 2021
7. Approval of Account Revenues, Expenditures, and Balance Sheet for the Month of November and December 2021. (To be handed out at meeting.)
8. **PUBLIC COMMENT:** Members of the public are invited to address the District on any matter of interest to the public that is not on the agenda for a period of time not to exceed 5 minutes. Pursuant to the Brown Act, the District cannot discuss or take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting.
9. **CONSENT AGENDA:** These items are expected to be routine and non-controversial. The Board of Directors will act upon them at one time without discussion. Any board members, staff member or interested party may request that an item be removed from the consent agenda for discussion.
10. **CHIEF'S REPORT:**
11. **SECRETARY'S REPORT:**
12. **Discussion and Possible Action:** Resolution to Separate finances from the County
13. **Discussion and Possible Action:** Appointment of a Treasurer
14. **Discussion and Possible Action:** Authorized Signature Page for Account with Plumas Bank
15. **Discussion and Possible Action:** Creation of a reserve account for Strike Team payments to Fire Fighters
16. **Update of:** Auxiliary group activities, and prioritized list of needs.

ISO Class 4/6

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Minutes for January 19, 2022 Beckwourth Fire District

1. **Board members may attend this meeting via teleconference as permitted by California Law. Members of the public were able to join the meeting via Zoom live streaming or in person. Board Meeting called to order at 6:30 PM by Daniel Smith.**
2. **Roll Call: Board Members:** Daniel Smith – here, Gay Miller – here, Daniel Greenwood – here, Dick Spencer – here, Alyson Ceresola - here. **Board Secretary:** Mercadez Flewell - here, **Fire Chief:** Bret Russell - here, **Safety Officer:** Absent, **Division Chief:** Bruce Lackenbauer, **BFD members:** Scott Thompson, **Public:** John Reynolds
3. **The Pledge of Allegiance:** Recited by all.
4. **Appointment of New Board Members.** Daniel Smith let all parties know that when BFD had posted the board vacancies in October, BFD had posted the two current vacancies and the upcoming vacancy for Daniel Greenwood's vacancy that would be open in December. The County registrar of voters notified us that even though we did not have a meeting scheduled in December that we could not post that opening until his current term expired on December 3, 2021. BFD reposted the board vacancy in January for the mandatory the 15-day posting. BFD did not receive any new letters of interest except Daniel Greenwood's letter. Gay Miller **motioned or appoint** Daniel Greenwood, Dick Spencer seconded. Daniel S. – yes, Gay Miller – yes, Dick Spencer – yes, Alyson Ceresola – yes. All in favor, **motion passed without objection.**

Appointment of Board Member Positions for 2022. Daniel Smith discussed what positions need to be filled and who had been in the position prior. The positions are Chairman, Vicechair, Portola Liaison, Fire Consolidation Committee, Safety Committee, and Auxiliary Committee. Currently the Chairman is Daniel Smith, he has offered to continue to do it this year if no one else is interested, however it will be his last year as the Chairman. Gay nominated Daniel Smith and Dick Seconded. At the moment there is no vicechair as it was previously Denise, Gay is interested, Daniel Smith nominates Gay, all-in favor, there are no objections. Portola Liaison is currently Gay, she is interested in keeping this position. No one objected, Daniel Smith nominated Gay to be the Portola liaison no objections. Fire Consolidation Committee is currently Daniel Smith at the moment no one else is interested however if anyone does become interested just let the board know. Safety Committee is currently the Chief and a few other Fire Department Personnel, Alyson Ceresola is interested in the position, there are no objections. Auxiliary Committee is currently Debbie Hiatt and the other volunteers, at any time the board members can join this committee as well.

5. **Opening remarks.** Daniel Smith introduced an award in commemoration to Denise Downs for her service to the department and her service on the Board of Directors . She has volunteered 25 years of total service as a firefighter and a board member for BFD. The entire department is very appreciative of the sacrifice of her time for two and a half decades of service. Bruce Lackenbauer recounted some of her accomplishments with department and thanked her for always being there. Denise was not able to attend the meeting tonight, we will ensure that she receives the plaque in dedication to her service.

Daniel Smith introduced Dick Spencer to his first meeting as a member of the board and thanked him for volunteering to serve.

Daniel thanked the entire BFD staff for the continued work and support they provide the department. Their outstanding service is the life blood of the department. Over the holidays they responded to a significant number of medical calls and two different structure fires. Thank you for keeping the community safe!

6. **Approval of Minutes** for the Board Meetings held November 18, 2021. There were no edits or corrections needed, Daniel G. **motioned to approve the minutes** from the prior month, and Gay Miller seconded. Daniel S. – yes, Gay – yes, Daniel G. – yes, Alyson – yes, Dick Spencer - yes. All in favor, **motion passed without objection.**
7. **Approval of the Account Revenues, Expenditures, and Balance Sheet for months of November and December 2021.** There were no edits or corrections needed, Daniel S. had a few questions regarding the expense sheet, Mercadez will be contacting the county as well as looking into the tax bill for station 2 and bring an explanation back to the next board meeting. Daniel discussed briefly with the new board members that it is not common to have this large of an. expense on wages. This occurred this period due to paying out wages for the strike team services BFD had worked on during the Beckwourth Complex this year. Mercadez let the board know that so far at the halfway point for the 21/22 Fiscal budget BFD is under budget for wages by \$5,000. Mercadez highlighted that the largest non-payroll expense in this period was the annual flow testing and certification of the department SCBA's, Chief Russell gave a brief explanation of how they are tested and the importance of testing to ensure the safety of the firefighters. Gay **motioned to approve the revenues, expenditures, and balance sheet** from the prior month, and Daniel G. seconded. Daniel S. – yes, Gay – yes, Daniel G. – yes, Alyson – yes, Dick Spencer - yes. All in favor, **motion passed without objection.**

15. **Discussion and Possible Action:** Creation of a reserve account for Strike Team payments for Firefighters. Daniel Smith went over the funds that BFD has received so far from strike teams that have been sent out on fires in the summer of 2021. What the board and BFD would like to do, is take some of those funds and put them to the side for this coming summer and be able to pay the firefighters a small portion of what they are making prior to getting the payout from the State or Cal-OES. Daniel Smith would like to start a reserve fund of \$25,000.00. Gay Miller expressed that this fund is necessary to help with the moral of the firefighters. Scott Thompson expressed that this is a good idea, but this shouldn't be an incentive to get the firefighters to go and do strike teams. Scott also acknowledged that there are a handful of firefighters that do take time off of work to do these and it would help them but there are also the firefighters that aren't expecting the funds. He wants to encourage people to do it to service their community and not have it be about the money. Scott had also questioned where the other funds go, Daniel Smith let him know the basic structure of the accounts that have been established for the funds to help improve the department. Bruce Lackenbauer also believes that the creation of this fund is beneficial to the department. Gay Miller **motioned to create the reserve fund for Strike Teams** Dick Spencer Seconded. Daniel S. – yes, Gay miller – yes, Daniel G. – yes, Alyson Ceresola – yes, Dick Spencer – yes. All in favor, **motion passed without objection.**
16. **Update of:** Auxiliary Group Activities, and prioritized list of needs. No update is available, Debbie Hiatt who coordinates the auxiliary group has been out and unable to meet with Bret to discuss the priority list.
17. **Update of:** QuickBooks setup and Conversion. Mercadez let the board know that Susan Scarlett has almost finished the QuickBooks setup and BFD is now at the point of purchasing the payroll option and training the clerk on how to use the program. Mercadez also plans to shadow the clerk at Grizzly Ranch who uses the same system.
18. **Update of:** LESSG Consolidation Project. Daniel let everyone know that the consultant was in Portola from December 10-12 to review the stations and equipment. The consultant is in agreement that the consolidation is beneficial to the area. Currently the group is working with LAFCo on the new Fire District draft boundaries. The next step will be to complete the structure of the new department including staffing, budget, equipment, stations and number and type of apparatus. There is an update with Sierra Valley Fire Department, Vikki has stepped down as Fire Chief and Duncan Cameron is the new Fire Chief. Duncan is on board with the consolidation and was able to work with the consultant as well while he was in town. This project will be ready to go out to the public around April. Bruce asked how the votes will work and what the rate for the vote is. It will be a 2/3 vote and the public will vote. California law only allows the agencies to inform the people of what is going on but is not aloud to lobby for the consolidation.
19. **Update of:** Portola City Council Liaison Monthly Report. Bret provided Gay with information for the city council meeting and things went very well. The city was happy with the report.
20. **Update of:** Report on Coronavirus/Policies and Procedures. BFD's Policies and Procedures remain the same.
21. **Update of:** Report on water use from Grizzly Ranch. No usage for November and December 2021
22. **Department Reports:** Bruce Lackenbauer let the board know that there is an EMR class currently in progress, after that there will be a HAZ-Mat class, and once that ends there will be a wild land class. Bruce also brought up that the fire investigator that came to review the fire that happened January 8th was appreciative of Mercadez professionalism and helpfulness over the phone, he let Bruce know that she was one of the most helpful persons he has ever worked with via phone.
23. **Directors Reports:** Daniel Greenwood asked when BFD is able to start looking into building improvements and maintenance as he feels Station 1 needs some work. Dick Spencer has offered his help as well he has a contractor's license and could help to improve the station. BFD will need to make a list of prioritize what needs to be done first.
24. **Old Business: None.**
25. **New Business: NEXT BOARD MEETING:** Wednesday February 16, 2022. There will be an ethics class (January 26th) and sexual harassment (February 15th) training coming up that the board, Bret, and Mercadez will all be attending.
26. **Closed Session:** Discussion of the Fire Chief's annual evaluation.
27. Report out on **Closed Session:** Report out on any action taken. The Fire Chief's evaluation went well. BFD has extended the Chief's contract based on his above average performance and given him a 3% raise based off his base salary for 2022.
28. **Adjournment of Meeting:** Daniel S. adjourned meeting @ 21:45