

## Minutes for September 17, 2020 Beckwourth Fire District

- **Board Meeting called to order at 6:30 PM by Daniel Smith.**
- **Roll Call: Board Members:** Daniel Smith – here, Denise Downs - here, Dwight Ceresola – absent, Gay Miller – here, John Randall - here. **Board Secretary:** Patty Venable, **Fire Chief:** Bret Russell, **Safety Officer:** Absent, **Division Chief:** Don Bliss, **Battalion Chief:** Bruce Lackenbauer, **BEC members:** Floyd Meyers, BJ Mendoza, Ryan Livingstone – candidate member, **Public:** John Reynolds, Tom Cooley, Pat Morton, Lauren Knox.
- **The Pledge of Allegiance:** Recited by all.
- **Approval of Minutes** for the Board Meeting held August 20, 2020. Denise Downs **motioned to approve the minutes from the meeting held on August 20, 2020** and Gay Miller seconded. Daniel – yes, Denise – yes, Dwight – absent, Gay – yes, John - yes. All in favor, **motion passed without objection.**
- **Approval of the Account Revenues, Receivables, Expenditures, and Balance Sheet** for the months of July and August 2020, and Period 13 for end of FY 19/20. Denise made a motion to approve the financials for the months of July, August and Period 13, John seconded it. Daniel – yes, Denise – yes, Dwight – absent, Gay – yes, John - yes. All in favor, **motion passed without objection.**
- **Public Comment:** Bruce Lackenbauer thanked all the volunteers for all the work they've done on the fires we've had this season, and he thanked Don Bliss for putting the training room back together, and he thanked Bret for donating some fitness training equipment to help the volunteers stay physically fit.
- **Consent Agenda:** none
- **Chief's Report:** Bret reported on the # of calls this year, month by month. We have sent out a Type 1 Strike Team to the Claremont Fire, they were out two full weeks. Currently we have a Type 3 engine out at the North Complex Fire, stationed near Oroville Dam. BFD has played a major role with the local fires taking place this season, and as of late there has been three fires that are a bit suspicious in nature. We are currently applying for two grants, the first one is a Covid19 grant which would reimburse us for the money we've spent on PPE supplies, the second is a FEMA grant for SCBA packs and cylinders. Both grants are not yet open, but the Covid19 grant could open next month. Ryan Livingstone is a candidate for membership who is here tonight and was introduced. Bret thanked Don Bliss also for all his work putting the training room back together.
- **Secretary's Report:** Patty also thanked Don for not only putting boxes away in the training room, but for also painting and framing maps, etc. Patty announced that she will be leaving her position in December due to a job change for her husband. She said she will miss everyone here because she really enjoys her job and all the people she works with. Daniel said her position will be posted soon, and Patty will work on the job description. Any changes in that will need to come before the board for approval, but we can still move forward with the hiring process. Patty will miss the October board meeting, but by November the new person will be hired and both Patty and that person will attend. Patty has also offered to come back in January if the new person needs any help with the financials or board preparation.
- **Discussion and Possible Action:** Consider approval of the **contract for fire services with the City of Portola:** The contract went to the Portola City Council and they approved it. Now it is before our Board to approve, or not. Some next steps are: a meeting with EPRFD to discuss details of the transition, replace Patty's position, hire a new Duty Officer for the Portola Division asap, recruit eight volunteer firefighters, go through all the equipment and see if any engines need any work before being operable. This is just a partial list. A copy of the 2018/19 Grand Jury Report was sent by mail to the Board, and Gay asked about the six volunteers that were let go at that time and might they come back. Daniel said we will accept their applications if they would like to volunteer, and we want to give City of Portola residents priority, but we will make sure all applicants adhere to Beckwourth Fire standards

if hired. Denisece added that she has had positive feedback from people she has spoken with and has passed on to Bret names of interested potential volunteers. Tom Cooley appreciates all the effort the Board has put into this, along with the staff, and he hopes the Board approves this contract. Pat Morton agreed, and Lauren Knox agreed and added that the level of professionalism and passion in our District is obvious and she is excited to work with us. Denisece made a **motion to approve the Contract with the City of Portola** and Gay seconded. Daniel – yes, Denisece – yes, Dwight – absent, Gay – yes, John - yes. All in favor, **motion passed without objection.**

- **Discussion and Possible Action: Local Emergency Services Study Group:** The six agencies involved, and their attorneys were to meet but it was canceled due to multiple fires in the area. It is now rescheduled to Oct. 7 at 10:00 a.m. here at Station 1. We will discuss the legal structure of what we will do, along with LAFCO. LAFCO is supporting consolidation for this east end of the county, and one advantage for people living in the consolidated area is, they would not have to annex in as individual properties, which could cost as much as \$1,000. By doing this consolidation, they would not have to pay that fee and would be automatically in. We would not have to have 6 Chiefs, 6 Clerks, etc. so it would save money in salaries and the money could be redirected elsewhere. Tom Cooley clarified this is not for the entire County but just the six districts in the east side.
- **Report on Coronavirus:** Chief Russell reported stats from CDC for Plumas County. So far, we have 49 Covid cases, 4 active and 45 recovered and 0 deaths.
- **Discussion and Possible Action: 2020 Conflict of Interest Code Biennial Notice.** Patty reported that the County of Plumas asked us to review our Conflict of Interest policy to make sure it does not need any changes. Areas include changes in positions and/or titles, etc. The Board agreed there are no changes to be made. A vote was taken: Daniel – yes, Denisece – yes, Dwight – absent, Gay – yes, John - yes. Patty will have Bret sign the form and she will return it to the County.
- **Discussion and Possible Action: Policy and Procedure 2010 and 2010a:** Many months back this came before the Board, and Patty suggested separating the PTO between sick leave and vacation. By doing this it would add costs to the budget, so the Board asked Patty to come back with a proposal for the costs. It was rolled over for many months, and the Board did not meet due to Covid, so now that we are in FY20/21 and our revenues may be slim, we do not want to spend money needlessly, only for essential items. Therefore, Patty suggested this policy stay as it is, no changes, and the Board can look at it next year and decide then. The Board agreed, no changes will be made to this Policy at this time.
- **Discussion and Possible Action: MOU with Grizzly Ranch Community Services District and Beckwourth Fire District:** Historically Beckwourth has gotten water from Grizzly Ranch when needed. We wanted to formalize this to make sure everyone agrees that this is acceptable. This also helps Grizzly Ranch to keep track of their water storage and them monitoring it for their own use on the golf course, etc. Also, they wanted to make sure we communicate with them when we are taking water. In this MOU they will only charge us for water if we use it outside of our district. They want us to keep a log, and have the clerk record it and report at each monthly board meeting, and then we report this to them. Grizzly Ranch CSD has approved this MOU. Gay told Daniel she should recuse herself from voting on this because she lives in Grizzly Ranch, but Daniel pointed out it is only necessary when there is a conflict of interest. In this situation, there is no conflict, she does not stand to make money on this, so she can vote on it. Bruce Lackenbauer noted the department used to record that, there is a logbook at Station 2. This has been ongoing, but with all the personnel changes it is good to get it in writing now. John Reynolds said that their water tank is big enough to allow us to take all the water we need, so we should not worry about impacting them too much. Denisece added that the MOU states training for this should take place annually, but she feels bi-annually would be better because we are always bringing new people aboard. Bret said we do that more than bi-annually currently. Denisece made a **motion to approve the MOU with Grizzly Ranch CSD and Beckwourth Fire District** and John seconded. Daniel – yes, Denisece – yes, Dwight – absent, Gay – yes, John - yes. All in favor, **motion passed without objection.**
- **Discussion and Possible Action: Sale of surplus truck #9472.** We received four sealed bids for the truck. The minimum bid is \$300.00. First bid \$431.99, second \$4,501.00, third \$500.00, and fourth \$1,200.00. The second bid won.
- **Division Chiefs' Report:** none

- **Battalion Chiefs' Report:** Bruce reported that they started the annual evaluations of the volunteers. We ask them their goals and if we have fulfilled their needs. We are also doing an updated equipment accountability of personal PPE's, turnouts, radios, pagers, etc. One or two volunteers have gone into a reserve status, so they have returned their equipment so we may use them for new volunteers. Also, a month ago we had four volunteers go through a driver operation course, so that will help us with responses.
- **Safety Officer's Report:** none
- **Directors Reports:** Denisce wanted to thank everyone for doing such a good job.
- **Old Business:** Harassment Training not offered in County at this time, may need to complete online.
- **New Business:** NEXT MEETING DATE: **October 15, 2020 at 6:30 p.m.**
- **Adjournment:** Denisce **motioned to adjourn the meeting**, John seconded. Meeting adjourned at 7:38 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 **September 17, 2020** ARE CORRECT AS RECORDED.

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Patty Venable, Secretary of the Board

BOARD OF DIRECTORS' APPROVAL SIGNATURES: Minutes for September 17, 2020.

Daniel Smith: \_\_\_\_\_ Date: \_\_\_\_\_

Denisce Downs: \_\_\_\_\_ Date: \_\_\_\_\_

Dwight Ceresola: \_\_\_\_\_ Date: \_\_\_\_\_

Gay Miller: \_\_\_\_\_ Date: \_\_\_\_\_

John Randall: \_\_\_\_\_ Date: \_\_\_\_\_