



**Beckwourth Fire District  
Minutes  
Regular Meeting  
October 18, 2023 06:30 PM  
180 Main St Beckwourth, 96129  
<https://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 Rachel Brothers

Absent: Director Alyson Ceresola, Director Tyler McGarr

Staff Present: Interim Chief Kenny Osburn, Captain Ruben Villa, Firefighter/EMT Cole Sharp, Fire Fighter Floyd Meyers, Explorer Dawson Thatcher, Captain Scott Thompson, Book Keeper Carol Logan, Board Clerk Heather Grant

**B. Pledge of Allegiance**

Lead by Chair Larry Smith

**2. Public Comments**

Daniel Smith gave an update on the progress made with Measures E & F. He expressed his gratitude to Chief Osburn, Heather Grant, Dawson Thatcher, Bruce Lackenbauer, and any other Beckwourth staff that were present at the meeting at the Veterans Hall. They did another event at Goodwin's Market and thanked Fire Fighter Ben Harris for being there in support.

Daniel attended the most recent LAFCo meeting and voiced his concern over the slow progress being made on a decision with Eastern Plumas Fire, he pointed out that it is not fair on the Districts that are covering their unmanned district, and the we need to work towards an equitable solution for everyone.

Chair Larry Smith pointed out that he thinks they are waiting until after the E & F Vote results to make a decision on Eastern Plumas Fire.

**3. Consent Agenda**



A. Approval of September 20, 2023 Board Meeting Minutes.

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

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 Rachel Brothers** Absent **Director Alyson Ceresola** Absent **Director Tyler McGarr**

**4. Department Staff Reports**

A. Chief's Report-Letter to County, Lexipol implementation.

Chief Osburn reported on the following items:

-September Run Log- there were a total of 47 calls, 6 of which were mutual aid for EPRFPD, 1 Mutual Aid for Graeagle Fire, 2 in Beckwourth, and the rest in Portola

-Training, all training was done locally for the month

-There is a potential for funding through OES to assist Forest Service with conducting controlled burns locally, waiting on a final decision on that from the Forest Service

- BFD is adding an On-Call pay class to payroll to compensate the overnight duty officers.
- We are also adding a paid call option, for the volunteers that respond to calls, but are not Duty Officers.
- Lexipol- we are almost finished updating our outdated policy manual, we will be fully adopted by November 1.
- John Kennedy has agreed to try to get a garage door opener for the Portola South Side Station, to allow the overnight duty officers to have better access to that station.
- During a conversation with City Manager Kennedy and Graeagle Fire Chief Ward, about possible liability issues with using District apparatus to respond to EPFPD calls. Graeagle Fire Board is drafting a letter to the Board of Supervisors concerning this liability issue.
- We will be hosting the Taco Feed and passing out candy from Portola North Side Station on Halloween night.
- The ABC program started October 1st and has been a huge success.
- Chief Osburn had a meeting at Gold Mtn, everyone there is content with current coverages.
- He also did a walk through at Grizzly Ranch with the Plumas County Fire Safe Chair- everything there looks excellent, he wishes all communities would put as much effort in fire prevention.

#### B. Bookkeeper's Report

Bookkeeper Carol Logan reported out as follows:

The auditor will be here at the end of the month to conduct our 2 year audit.

We are moving Admin/HR/Bookkeeping office to Portola South Side Station to help with confidential conversations to be secure.

#### C. Department Staff Reports

Safety Officer Floyd Meyers reported as follows:

He would recommend everyone get their flu shot as flu season is upon us.

He mentioned a close call incident. There was a call for shots fired, the crew that responded was not aware of the staging policy for these call types, fortunately there was no issues, but a training was conducted as a follow up to get everyone up on the proper response for such calls.

### 5. Directors Reports

- A. No Director had anything to report.

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

- A. There was use on the fire hydrant due to hydrant flow tests that were conducted at the start of the month

### 7. Fire Service Contract - City of Portola 2023-2024



- A. Portola's Fire Protection Contract was signed as presented.

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

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

### 8. Fire Protection Contract Discussion

No progress has been made on this contract

### 9. Public Hearing On Rate Adjustment for Records Fees

No public voiced any opinion on this and no written protests were received.



10. **Records Release Resolution**

A. Resolution 2023.10 Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood.

The motion passed with the following vote:

3 **In Favor**         **Opposed**  
     **Abstained**    2 **Absent**

The Resolution 2023.10 and the new Admin Fee Schedule were adopted.

11. **Grizzly Ranch CSD Rate Increase Vote**

Chair Larry Smith recused himself from this item due to conflict of interest. This caused the quorum to be lost. This item was tabled until a later date.

12. **Chevy Command Unit**

The district is in need of an additional Command Vehicle to allow for our volunteers to have a vehicle to respond in. We are short a vehicle after Chief Bret's departure. Staff has a good vehicle picked out, would like the Boards approval to purchase and 2012 Chevy Tahoe, almost entirely outfitted as a command vehicle, for \$18000

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

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

13. **Fire Station Program**

We use multiple platforms for reporting/credentials/training/inventory/apparatus checks. We would like to be able to consolidate into one platform. Several programs were demoed and quotes were given. The best program has given us a huge break on price. The cost will be about \$5000 a year, is all inclusive, and would help to streamline all aspects of District operations. The Board voted to allow staff to continue in the process as long as the rate was locked in.

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

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

14. **Fire Lane On Easement**

Chair Smith had contacted Plumas County and they have not recorded any formal complaints on the matter. Chief Osburn assessed the fire lane and does not see any blockages or have any concerns.

15. **Future Agenda Items**

- Bookkeepers contract
- Grizzly CSD Rate increase vote
- Capitol Improvement fund for maintenance on Station 1, need a list of necessary repairs.
- Letter to Board of Supervisors concerning liability issues with EPRFPD

16. **Next Board Meeting**

The next regular Board of Directors Meeting is scheduled November 15, 2023 at 6:30pm

17. **Closed Session pursuant to Government Code section 54957.6**

The board discussed current salary contracts and the new pay classifications, it was agreed to move away from salary contracts, switch to hourly only, and adopt a 14 day work period.

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 Rachel Brothers Absent Director Alyson Ceresola Absent Director Tyler McGarr

18. **Closed Session pursuant to Government Code section 54957.6** Director Rachel Brothers motioned to approve. A second was made by Vice Chair Daniel Greenwood.

The motion passed with the following vote:

3 In Favor 0 Opposed  
0 Abstained 2 Absent

The contract for Interim Chief Kenny Osburn was negotiated and finalized. Meeting was continued in open session at 8:30pm

19. **Employment Agreement for Interim Fire Chief**



The contract for Interim Chief Osburn was settled and agreed upon.

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 Rachel Brothers Absent Director Alyson Ceresola Absent Director Tyler McGarr

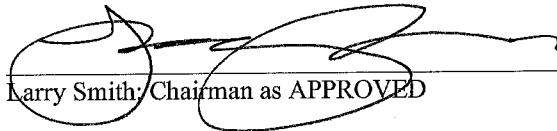
20. **Adjournment**

Meeting was adjourned at 8:40pm

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 18 DAY OF October, 2023 ARE CORRECT AS SUBMITTED.

  
Heather Grant: Clerk of the Board


11/15/23  
Date

  
Larry Smith: Chairman as APPROVED

11-15-23  
Date:

  
Daniel Greenwood, Vice Chairman as APPROVED

11/15/23  
Date:

  
Director as APPROVED

11-15-23  
Date: