

**Local Emergency Services Study Group
Minutes
Tuesday July 27, 2021
9:00 am**

1. Call to Order & Attendance

Chair Tom Cooley called the meeting to order. Each attendee introduced themselves, the following were present:

Beckwouth Fire: Daniel Smith, Bret Russell
City of Portola: Tom Cooley, Pat Morton, Lauren Knox
Gold Mtn. CSD: Cary Curtis, Rich McLaughlin, Bill Seney
Web Site Designer: Patricia Ryan

2. Approval of Minutes

A motion was made by Pat Morton, seconded by Cary Curtis, to approve the minutes of the June 22, 2021 meeting. The minutes were approved by unanimous vote.

3/4. Agency Reports and Actions

Gold Mountain CSD - Cary Curtis reported she and Rich McLaughlin had met with Jennifer Stephenson to discuss the CSD's current fire tax and how the formation of a new fire district would impact that revenue. She explained that the CSD would need to make some decisions regarding the tax revenue they are currently holding. She also reported that Jennifer indicated that the CSD could contract for fire service outside of their sphere of influence and that they could annex to a non-contiguous fire district.

Rich McLaughlin reported that the CSD has started a rate study and engaged a firm to complete the study.

Beckwourth Fire – Daniel Smith reported that the Fire District had posted the study group report on their website.

City of Portola – Tom Cooley noted that the City had also posted the study group report.

5. Communications with C-Road

Tom Cooley reported that a written notice of withdrawal was received from C-Road immediately following the last group meeting. Cary Curtis reported that she spoke with Supervisor Engle who indicated he would like to meet with her but that a meeting had not been scheduled.

6. Review No C-Road Resolutions adopted by each Participating Agency

a. Although all participated agencies have indicated their resolutions have been adopted copies of the executed resolutions have not been received from Beckwourth, EPRFPD and Sierra Valley.

- b. Daniel Smith noted that agencies that have a longer lead time in processing checks should start their process to get the approved funding to the City. Lauren Knox questioned what the City would be expected to do with excess funds if the consultant budget was less than anticipated. Gold Mtn. CSD and Beckwourth Fire each noted that they were agreeable to leaving any excess funds with the City until the project was completed.

7. Report on RFP

- a. Daniel Smith reported that the RFP had been posted on the CSDA and CalLAFCo websites. It had been distributed to 19 consultants whose contacts were contributed by himself and Jennifer Stephenson. He had received quite a few responses from the contacts. The deadline for consultants to ask questions was July 22 and today is the deadline for the answers to be posted. He received questions regarding the budget, the proposed date for a ballot measure and the consultant's role in tax negotiations. The answers would be posted later today. Proposals are due on August 16.

Rich McLaughlin asked if there were any restrictions on Study Group members speaking with prospective consultants, it was determined that there are no restrictions.

- b. Tom Cooley proposed appointing Daniel Smith, Rich McLaughlin and himself as the Selection and Interview Committee. The appointments were made with no objections.

8. Report on status of MSRs

All agencies present reported that the MSR updates were progressing and would be completed soon. Tom Cooley noted that he did have the excel files of the graphs and he would distribute them to each agency.

9. Report on web posting of Study Group Report

The City, Beckwourth and Gold Mtn. all had the report posted on their websites. EPRFPD and Sierra Valley still need to post the report.

10. Discussion regarding proposed changes to the Local Cooperative Fire Protection Agreement between Local Fire Agency and the U.S. Forest Service Plumas National Forest

Tom Cooley read an email that was received from EPRFPD Board member Kevin Sankey. The email addressed this agenda item and requested the removal of the item from the agenda as he felt it is inappropriate for the study group to discuss the agreements. Tom explained that he felt it appropriate for the Study Group to discuss the issue and would not remove the item from the agenda.

Support of Mr. Cooley's decision was expressed by Cary Curtis, Patricia Ryan, Daniel Smith and Lauren Knox. It was noted that the agenda item was for discussion, not action and that the agreements would affect each agency and the prospective new agency.

Bret Russell reported that the USFS was proposing a change to the Fire Protection Agreement that would increase the time local agencies provide unpaid fire service from the current 2-4 hour time period to a 10-12 hour time period. He explained that the proposed change is not consistent with all the local departments and although the Plumas National Forest indicated that the change was coming from high up the chain of command, local agencies within other regions of the National Forest were not being

presented the same change. He noted that the Plumas County Fire Chiefs Association had recommended that local agencies refrain from executing the changed agreements.

Mr. Cooley thanked Bret for the explanation and explained that the Study Group would monitor the situation and if necessary consider voicing objection to the proposed change.

11. Communications & Outreach Plan

Cary Curtis and Bill Seney each indicated that quite a bit more prep work needs to be completed before a final product could be created. They again discussed the need to have a consistent message for presentation to the public. They would continue to work on scheduling interviews with agency personnel.

Daniel Smith noted that Beckwourth Fire had been approached by the Grizzly Ranch Homeowners Association to make a presentation at their annual meeting. He felt it would be beneficial for the Study Group to review their report at the meeting. All members present agreed and requested Daniel make the presentation.

12. Development of Website

Cary Curtis introduced Patricia Ryan who was working on developing a website for the Study Group. Patricia Ryan explained that she was familiar with fire agencies as she had worked in San Diego as a coordinator for multiple fire districts. She then showed the website which was being developed for the group with the help of Cary Curtis and Leslie Chrysler. She went through the website pages explaining that information can easily be added and deleted. Following a request by Leslie Chrysler quite a few pictures of local fire department action had been submitted for use on the website. All members present agreed the website would be an asset to the group moving forward.

13. Next meeting Tuesday August 31, 2021. 9am at Portola City Hall
This date was moved to due to the RFP timeline. The Selection and Interview committee will have a list of final consultants at that time.

14. The meeting was adjourned at 10:54 am.

Respectfully Submitted
Leslie Chrysler, Secretary