



Eastern Plumas Rural Fire Protection District

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MINUTES

For the Regular Meeting of the Eastern Plumas Rural Fire Protection District's Board of Directors held at 141 Delleker Rd., Portola, CA 96122 On April 05, 2021 at 6:00 PM

Board Members: Chairperson Jeanne Graham, Director Lydia Acosta, Director Kevin Sankey,
Director Angelina Sutliffe

1. **Call to Order:** Meeting was called to order at 6:01 PM by Chairperson Graham.
2. **Roll Call:** Director Sankey, Director Acosta, Director Sutliffe and Chairperson Graham were all present.
3. **Pledge of Allegiance**
4. **Public Comment:** There was none.
5. **Consent Items:**
 - a. Minutes of the Regular Board Meeting March 15, 2021Director Sankey made a motion to approve the consent items. Director Sutliffe seconded the motion.
Roll Call Vote: Director Sankey – Aye, Director Acosta – Aye, Chairperson Graham – Aye. Director Sutliffe – Aye. The item passes.
Public Comment: Mr. Doyle had a question regarding minutes and will contact our attorney for clarification. Mr. Doyle also questioned agenda item 6.6 asking if the information was provided in the board package. Chairperson Graham explained that this was a carryover from previous meeting when it was decided to delay expenditure and therefore the spreadsheet was not in the board package.
6. **Regular Calendar**
 - 6.1 **Budget:**

Secretary Katy Martinez informed the board that the budget balance is \$44,948.80. Warrants submitted amount to \$71,368.12. Property tax revenue, approximately \$20,000 is expected at the end of April.
 - 6.2 **Update from Chairperson Graham on information from the Fire Study Group (Consolidation Committee) March 23, 2021 meeting. Receive new information from the study group, discuss what are our “why’s”, review resolution, next steps, and any related issues.**

Chairperson Graham provided an update from the consolidation meeting held on March 23, 2021 and Board discussion ensued and direction was given. Chairperson Graham has contacted our attorneys regarding any recommended changes to the proposed resolution. This item will be placed on the next agenda.
 - 6.3 **Consider joining California Special Districts Association (CSDA). CSDA is offering a pay what you can afford membership through December 2022.**

Board discussion ensued. Director Acosta made a motion that EPRFPD join the CSDA for \$20.00. Director Sutliffe seconded the motion.
Roll Call Vote: Director Sankey – Aye, Director Acosta – Aye, Director Sutliffe – Aye, Chairperson Graham – Aye. The item passes.

6.4 Consider enrolling District in Federal Emergency Management Agency (FEMA) Online Grant Management Course and select District Participant.

Direction was given. This item will remain on future agendas.

6.5 Chief's Report

Lieutenant Turner presented the Chief's report. There were a total of 13 calls in the District. 8 medical, lift assist, 1 vehicle accident, 1 smoke check, 1 vegetation fire and 1 call for a possible house fire that turned out to be a cigarette vs. oxygen tank, no fire. Vehicle 9875 has a recall notice for the passenger side airbag. Chief Frank will arrange to have this fixed as soon as possible. There is no update on 9873 at this time. Personnel: 2 firefighters recently completed a 3 day under burn training that will count toward wildland firefighter requirements. Chief Frank is working with strike team leader, Steven Hitchcock to train truck boss and engine boss.

6.6 Approve the purchase of items from the Wildland Grant in the amount not to exceed \$9,392.28. This is a 50/50 grant, EPRFPD purchase the items in the grant and then submits paperwork to Cal Fire for 50% reimbursement. This will be a net cost after reimbursement not to exceed \$4,696.14

Board discussion ensued. Director Acosta made a motion that EPRFPD proceed with the purchase of items from the Wildland Grant, not to exceed \$9,392.28. Director Sutcliffe seconded the motion

Roll Call Vote: Director Sankey – Aye, Director Acosta – Aye, Director Sutcliffe – Aye, Chairperson Graham– Aye. The item passes.

6.7 Receive update from staff on COVID-19, including any new recommendations from OSHA, Nor Cal or Provident.

There are no updates at this time.

6.8 Consider and provide direction regarding revenue sharing of funds from California Office of Emergency Services (OES) mutual aid with "C" Road. "C" Road's water tender was used for CalOES North Complex Fire.

Board discussion ensued. Director Sankey was selected to make contact with C Road representatives and negotiate on behalf of EPRFPD.

6.9 Continue discussion and development of District Policies. To be reviewed: District Policies Appendix A, and 4040 through 5060.3.

Board discussion ensued. Chairperson Graham stated that revisions to District Policies should be typed up and ready for a final review within the next two months.

6.10 Receive update on and provide direction regarding Cal Card policy for storage and distribution of credit cards.

This item was tabled to the next meeting due to Chief Frank's absence.

6.11 Receive update and provide direction regarding the status of contract with Beckwourth Fire on EPRFPD Automated External Defibrillators in the City of Portola.

This item has been fully resolved and will be removed from future agendas.

6.12 Consider request from Brian Attama for the District surplus and to sell the turnouts (coat, suspenders, and trousers) that were assigned to him, for \$1,200 to Beckwourth Fire Department so he can continue training with them.

Board discussion ensued. Director Sankey made a motion that the District agree to surplus Brian Attama's turnouts for \$1,200. Director Sutcliffe seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Acosta – Aye, Director Sutcliffe – Aye, Chairperson Graham– Aye. The item passes.

Direction was given. Secretary Katy Martinez is to contact Beckwourth Fire via email and draft a resolution

6.13 Consider Eastern Plumas Health Care (EPHC) request to utilize Delleker Station for AHA Heartsaver CPR/AED/First Aid classes.

Director Sankey provided an update. He is working with EPHC representatives on an MOU allowing the use of the Delleker Station for classes. Board discussion ensued.

Direction was given. This item will be placed on the next agenda.

6.14 Consider and provide direction on frequency of board meetings. Does the board want to change the frequency of meetings to once monthly meetings or stay at twice monthly?

Board discussion ensued.

Direction was given. Secretary Katy Martinez will draft a resolution to be voted on at the next regular board meeting.

7. Old Business:

There was none.

8. New Business: Next scheduled Regular Board Meeting April 19, 2021 at 6PM.

9. Adjournment

Director Acosta motioned to adjourn the meeting.

Director Sankey seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Acosta – Aye, Director Sutcliffe – Aye, Chairperson Graham– Aye. The item passes.

Meeting was adjourned at 7:27 PM

ATTEST:

Katy Martinez, Secretary

Jeanne Graham, Chairperson

APPROVED AND SIGNED AT EPRFPD'S 04/19/2021 REGULAR BOARD MEETING