



# Eastern Plumas Rural Fire Protection District

141 Delleker Rd. Portola, CA 96122 Phone: 530.832.5626 Fax: 530.832.5446  
eprfpd@att.net

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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 August 16, 2021 at 6:30 PM

Board Members: Chairperson Jeanne Graham, Director Lydia Acosta, Director Kevin Sankey,  
Director Angelina Sutcliffe and Director Audrey Mitrevics

1. **Call to Order:** Meeting was called to order at 6:30 PM by Chairperson Graham.
2. **Roll Call:** Director Sankey, Director Acosta, Director Sutcliffe and Chairperson Graham were all present, with Director Acosta in attendance via Zoom.
3. **Pledge of Allegiance:** The Pledge was recited by all.
4. **Public Comment:** None
5. **Consent Items:**
  - a. Minutes of the Regular Board Meeting July 19, 2021  
Director Sankey made a motion to approve the consent items. Director Sutcliffe seconded the motion.  
**Roll Call Vote:** Director Sankey – Aye, Director Acosta – Aye, Chairperson Graham– Aye. Director Sutcliffe – Aye. The item passes.
6. **Regular Calendar**
  - 6.1 **Appoint Board Applicant Audrey Mitrevics:**

Audrey Mitrevics's application was presented by Director Graham and board discussion ensued. Director Sutcliffe made a motion to approve Audrey Mitrevics's board application. Director Acosta seconded the motion.  
**Roll Call Vote:** Director Sankey – Aye, Director Acosta – Aye, Chairperson Graham– Aye. Director Sutcliffe – Aye. The item passes.  
Welcome to the Board Audrey!
  - 6.2 **Update on Budget and Approve warrants:**

Secretary Katy Martinez informed the board that she is not entirely confident that budget balance figures on the county MUNIS reports are accurate. This will be researched.  
Outstanding warrants total \$15,068.37. Budget balance is \$118,471.48.  
Direction was given for Katy to further research the budget figures.
  - 6.3 **Adoption of Resolution 2021-007 Requesting Collection of Charges on Tax Roll:**

Secretary Katy Martinez read the Resolution aloud.  
Director Acosta made a motion to approve Resolution 2021-007 Requesting Collection of Charges on Tax Roll. Director Mitrevics seconded the motion.  
**Roll Call Vote:** Director Graham – Aye, Director Acosta – Aye, Director Sankey– Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye. The item passes.

**6.4 Approve request from Secretary to spend up to \$200 to purchase a new recorder:**

Board discussion ensued. Direction was given to Katy; research options and bring quotes to the next board meeting.

**6.5 Update and further direction to negotiators regarding Sierra Valley Grange AED contract status:**

Captain Frank informed the board that per their direction, on August 5, 2021, she drafted and mailed a letter to Sierra Valley Grange. The letter gave SVG until September 9, 2021 to respond.

Direction was given to place this item on next month's agenda for an update.

**6.6 AED request from Explore Sierra Touring Company:**

Director Graham gave a brief overview of the AED/Heart Saver program. Captain Frank explained to the board how she was approached with the request for an AED from Ken Smith at Explore Sierra Touring Company. Board discussion ensued.

Direction was given that Director Sankey will reach out to Beckwourth Fire since the venue is in their district.

Director Sankey made a motion to approve placement of an AED at the Diamond S Ranch public venue barn with the caveat that we will communicate with Beckwourth Fire first and if they have any objection we will hold off on doing anything further. Director Mitrevics seconded the motion.

**Roll Call Vote:** Director Graham – Aye, Director Acosta – Aye, Director Sankey– Aye, and Director Sutcliffe – Recused, Director Mitrevics – Aye. The item passes.

**6.7 Update from and direction to Chairperson Graham on information from the Fire Study Group July 27, 2021 meeting.**

Chairperson Graham explained that she was unable to attend the meeting. She has obtained a copy of the draft minutes from the meeting. Board discussion ensued. Jeanne gave a brief overview of the Fire Study Group and asked if the board had any objection to her posting the group's timeline on EPRFPD's webpage. There were no objections. The next meeting for the study group is scheduled for August 31, 2021. A final list of perspective consultants is expected at that time. Director Sankey asked if there was a recording or minutes from the last meeting that we were unable to attend. Jeanne explained that she has a draft copy only. Director Sankey asked if Jeanne would read aloud the draft minutes that she has. The minutes are 3 pages long so she read the more pertinent portions aloud.

Board discussion ensued and Director Sankey stated that he has 2 issues that he would like to address. First, he would like to table any direction regarding 6.7 until after agenda item 6.13 is discussed. Second, he would like a 5 minute break. The meeting entered a 5 minute recess at 7:30 PM.

7:35 PM – Meeting was called back into session. In light of the preceding discussion on item 6.7, Director Graham asked if there was any public comment. There was none. Director Graham asked if there was any objection from the board to come back to agenda item 6.7 after agenda item 6.13 is addressed. There was no objection.

**6.8 Approve request for fire radios for Gold Mountain Community Service District (GMCSO):**

Director Graham informed the board that she has not heard back from Gold Mountain after our request that they provide what they envision and how these radios would be used. Chief Frank spoke up and clarified that the radios themselves would not be provided by EPRFPD, GMCSO would supply their own radios. This item will be placed on the next agenda.

**6.9 Monthly Report from Chief Frank including the number of calls for service in the last month, equipment, station, and personnel status, and any related issues.**

Calls in district total 20. 15 medical, 1 smoke check, 1 fire pit, and 1 trash burn, 1 public assist and 1 propane leak.

Gold Mountain had 1 medical call. C Road had 1 illegal burn pit. There were 2 mutual aid calls with the Fire Service, a wildland fire in Beckwourth and a trash truck fire in Portola.

Equipment updates: Type 3, 9873 has been fixed and returned. It is already back out on the Dixie Fire Incident. 9834 had an air conditioning compressor replaced and is back in full service at C Road. 9821, our first-out structure engine needed to be charged and that has been done. 9872 needs an alignment and Chief Frank will arrange for that to be done in Reno. Station cleaning and volunteer recruitment is ongoing. The Iron Horse station door lock malfunctioned, it has been fixed and the problem is resolved.

**6.10 Receive update from staff on COVID-19, including any new recommendations/mandates:**

Captain Frank informed the Board that all guidelines continue to be followed and all personnel continue to use N95's and are still following ILI protocols.

**6.11 Resuming in-person board meetings:**

Chairperson Graham informed the board that the State has not given any indication yet as to whether or not they will extend the order. Board discussion ensued. We will continue to monitor the State executive order.

**6.12 Direction to staff regarding a COVID Vaccination Policy:**

Board discussion ensued. Direction was given that the district will monitor and follow up for any health department protocols.

**6.13 Direction regarding Forest Service Contract for OES Fires:**

Board discussion ensued regarding proposed changes to the Forest Service/OES contract fires. Direction was given to Chief Frank to ask Chief Ward to attend our next meeting to discuss why EPRFPD was not included in the initial discussions along with all of the other fire districts involved. Director Sankey would like an explanation for our exclusion and an assurance that going forward, EPRFPD will be included. At this time, EPRFPD will not be signing the proposed new Forest Service Contract for OES Fires. At this time, the board began to address agenda item 6.7. Board discussion ensued and concerns were expressed regarding the lack of public access to the Fire Study Group meetings and the lack of audio recordings of the meetings. Public transparency is perceived as lacking. Director Sankey asked that this matter be placed on our next agenda to have a discussion about our continued participation. Direction was given to Chairperson Graham to advise the Fire Study Group that EPRFPD intends to have this matter on our next agenda for discussion regarding whether or not to continue to participate.

At this time, member of the public, and Beckwourth Fire Department board member, Daniel Smith voiced his anger toward EPRFPD for contemplating no longer participating.

Direction was given that this matter will be placed on the next agenda and will be discussed in depth at that time. Jeanne will post all minutes from the Fire Study Group meetings on EPRFPD's webpage and will include them in the packet for next month's meeting.

**7 Requests for Future Agenda Items:**

Next scheduled Regular Board Meeting September 20, 2021 at 6:30 PM.

**8 Adjournment:**

Director Sutliffe motioned to adjourn the meeting.

Director Sankey seconded the motion.

**Roll Call Vote:** Director Graham – Aye, Director Acosta – Aye, Director Sankey – Aye, Director Sutliffe – Aye, Director Mitrevics – Aye. The item passes.

Meeting was adjourned at 8:25 PM

**ATTEST:**

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**Katy Martinez, Secretary**

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**Jeanne Graham, Chairperson**

**APPROVED AND SIGNED AT EPRFPD'S 09/20/2021 REGULAR BOARD MEETING**