



Eastern Plumas Rural Fire Protection District

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MINUTES

For the Special Meeting of the Eastern Plumas Rural Fire Protection District's Board of Directors held at 141 Delleker Rd., Portola, CA 96122 On October 26, 2020 at 6:00 PM

Board Members: Chairperson Jeanne Graham, Director Lydia Acosta, Director Rhonda Couto
and Director Kevin Sankey

- 1) **Call Meeting to Order:** Meeting called to order at 6:01 PM.
- 2) **Roll Call:** Chairperson Jeanne Graham, Director Kevin Sankey, Director Lydia Acosta and Director Ronnie Couto were all present.
- 3) **Pledge of Allegiance**
- 4) **Public Comment:** None
- 5) **Consent Items:** Director Ronnie Couto made a motion to approve the minutes from the October, 12, 2020 Regular Monthly Meeting. Director seconded the motion. All present voted Aye.
- 6) **Budget:** Secretary Katy Martinez informed the board that the budget is approximately \$46,425.92. Assistant Chief Fatheree was asked by the board how much income is anticipated from recent wildfires. John estimated \$84,000 for equipment alone. These funds can take as much as 240 days to be received.
- 7) **Secretary's Report:** None
- 8) **Director's Reports:** **Sankey:** None. **Acosta:** None. **Couto:** Ronnie asked Bob when the wood for the raffle would be picked up. Bob said he would have it picked up by this weekend. **Graham:** Jeanne informed the board that she received a phone call from Beckwourth Fire to discuss joining with them and Sierra Valley Fire for fire tower training. The cost is \$560 per day and would be shared by the 3 districts. They also discussed 3 or 4 districts, including EPRFPD applying for a joint SCBA grant.
- 9) **Discussion and Possible Action:**
 - 1) **Jim Graham:** Jim gave a presentation on the many great features of our website and his progress on it. Jim will continue to work with command staff and the secretary setting up links, adding photos, etc. Director Couto made a motion to allow Jim to make the site live. Director Acosta seconded the motion. All present voted Aye.
 - 2) **Consolidation:** Jeanne has been waiting on a talking points memo from Leslie that she still has not received. Some discrepancies in the minutes were noted and will be addressed by Jeanne and Ronnie at the next meeting scheduled for November 10.
 - 3) **Use of District Vehicles:** This item will be tabled until the February, 2021 meeting for discussion. John Fatheree asked if 9878 is assigned to anyone. Chief Frank said no. John asked if anyone on the department can use it for a 24 hour period. Bob said yes.
 - 4) **Red Light Permits:** John Fatheree asked if 9878 is used by Captain Frank, why would she need red lights on her POV. After some discussion, the board decided to further research red light permits, and table this item until our next meeting. Kevin asked that John, Bryan and Bob each write up something on equipment use and firefighter's schedules and present that to the board at our next meeting as well.

- 5) **Ad Hoc Personnel Committee:** The board nominated Director Sankey and Director Couto to man the first rotation on this committee.
- 6) **Lexapol:** After some discussion, the board asked that Katy place this item on a future agenda so that it is discussed as a part of the next fiscal budget. John stressed that this product will insure that our SOG's are current. He addressed what he believes are the pros and cons, one of them is the cost of \$2,600. Jeanne and Kevin expressed reservations about spending such a large amount at this time, with contracts ending and the possibility of consolidation. Kevin expressed possibly bringing the matter back up in the spring when our next budget is discussed. John expressed that he has brought this product to the board's attention 2 times in the past and each time due to budget constraints it was put off. Bob acknowledged that the last time it was discussed; he asked that it be tabled until consolidation talks progressed. Kevin suggested that this be looked at as a capital item when the annual budget is discussed.
- 7) **SOG's, Rules and Regulations, Policies and Procedures:** John and Brian were tasked with putting the SOG binder together. They worked together and a current copy is in the training room. Brian emailed all board members any proposed changes for their review. No changes will be made to the SOG's until the board gives their approval. The old forms for discipline and complaints to the board were reviewed and instead of using the new forms approved at the last meeting, we will revert to using the old forms. Ronnie explained that the old forms allowed more space for information and details. Director Couto made a motion that we use the old forms not the latest approved forms. Director Graham seconded the motion. All present voted Aye.

BREAK – Director Sankey asked for a short break. Meeting went on break at 7:25 PM

RETURN FROM BREAK: Meeting reconvened open session at 7:34 PM

- 8) **FBOR:** Jeanne stated that Ed Obayashi likes FBOR and has recommended that we adopt it. The board debated adopting FBOR or coming up with our own similar version. After discussion, the board agreed that they can expand on the grievances section of the Rules and Regulations, using FBOR as a guide. The Ad Hoc Personnel Committee will begin working on this.
- 9) **CAL Card:** John Fatheree was tasked with finding out does only 1 card or all cards have to be used every 15 months. John confirmed that only 1 card must be used every 15 months. The second question he had to ask was if the fire department would be sent the monthly statement. He confirmed that we would receive the statement via U.S. Mail and email. Director Couto made a motion to proceed with the CAL Card application process with a requested credit limit of \$30,000. Director Acosta seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Graham – Aye, Couto – Aye. John and Katy will work together on the application.
- 10) **Increase in Board Meeting Frequency:** The board discussed this option and Director Couto made a motion to begin holding 2 board meetings a month on the 1st and 3rd Monday's beginning Monday, November 2, 2020 at 6PM.

11) Old Business:

AED Program: Elaine informed the board that the Plumas County Sheriff's office now has their 5 loaned units and shared a Plumas News article on it. Elaine asked the board when they would like to further discuss the community and Heart Safe programs. The board asked that she brings it back up at the January, 2021 meeting.

SCBA's: Jeanne asked with the grant opportunity we have with Beckwourth Fire, do we want to put in for a grant on our own at the same time? Bob does not believe we should put in for our own grant this year if we are going to apply jointly. John and Bob are working on a deal where the department can possibly spend \$6,000 to \$7,000 total and obtain 12 Scott packs and 30

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bottles. Switching to and purchasing Scott products will give the department another 11 years and we can continue to apply for grants. Director Sankey asked that Bob and John bring written proposals to the board for future spending requests. Director Couto made a motion to approve spending up to \$7,000 for Scott bottles, not apply for an individual grant and proceed with the joint grant application. Director Sankey seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Graham – Aye, Couto – Aye. Bob stated that he would not schedule to have our packs certified next month. John pointed out that the new Scott packs will not arrive before our current packs expire, so certification of our packs will need to be done.

Ethics and Harassment Training: The board discussed this and agreed that the Ad Hoc Committee will research and find available classes. Bob will also ask up at EPHC and Brian Attama will look into Provident. Both will report back at the next meeting.

12) New Business: Elaine shared fundraiser money from Plumas Bank and that the City of Portola has approved a drive-thru Halloween candy giveaway at the Northside Station. The firewood raffle is up to \$1,000 at this time. Brian shared that the training books from IFSTA have arrived. He learned that the Santa Rosa College is only good for FF1; they are not offering FF2 certification yet. Firefighters will receive the skills training and education for FF2, but will not be able to get state certification. Brian also shared that this spring he plans on starting work at Columbia Southern University for his BA in Fire Service Administration with an emphasis in fire investigation. Go Brian!! Bob brought up that he made a 19 gallon fuel purchase on his way to the Zogg Fire. Jeanne asked that he remember that so when funds are received from the Zogg Fire, that money is allocated to fuel.

13) Closed Session: Jeanne called for closed session at 8:25 PM

14) Report on Closed Session: Jeanne called for the meeting to resume open session at 9:50 PM and reported that there would be no possible litigation and ongoing personnel issues will continue to be monitored.

15) Next Regular Meeting: November 2, 2020 at 6PM

16) Adjournment: Chairperson Graham moved to adjourn the Meeting at 9:51 PM.

ATTEST:

Katy Martinez, Secretary

Jeanne Graham, Chairperson

APPROVED AND SIGNED AT EPRFPD'S 11/16/2020 REGULAR MONTHLY BOARD MEETING