



# 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 June 20, 2022 at 6:30 PM

Board Members: Chairperson Jeanne Graham, Director Kevin Sankey, Director Angelina Sutcliffe, Director Audrey Mitrevics and Director Dave Rudolph

1. **Call to Order:** Meeting was called to order at 6:30 PM by Chairperson Graham.
2. **Roll Call:** Director Sankey, Director Sutcliffe, Director Mitrevics, Director Rudolph and Chairperson Graham were all present.
3. **Pledge of Allegiance:** The Pledge was recited by all
4. **Public Comment:** 2 members of the public spoke, each voicing multiple concerns regarding the Board Chairperson and requesting that certain agenda items be removed. Captain Frank commented that in the past 10 years no one on the Board has asked to take over the role of Chairperson.
5. **Consent Items:**

None. Member of the public, Ashlee Sims asked why the agenda format had changed and warrants were not under consent items. Chairperson Graham explained that warrants have never been addressed under consent items.
6. **Closed Session:**
  - 6.1 **Conference with Legal Counsel – Existing Litigation**  
**(Pursuant to Government Code Section 54956.9(d)(1))**  
**Name of Case: John Fatheree v. Eastern Plumas Rural Fire Protection District, et al**  
**Case No.: CV20-00176**

A member of the public, Mr. Piak (sp?) spoke and expressed displeasure that this item (Closed Session) had been moved to an earlier time than previous agendas and claimed that the District has not made information regarding this case public. Chairperson Graham explained that per our attorney, a closed session was not required tonight; therefore, item 6.1 was being pulled from the agenda and that the case is publicly posted on the District's website. Ashlee Sims spoke and asked if all Board members are "up to date" on the active litigation. Chairperson Graham explained that all Board members receive the same updates in closed sessions with the attorney.
  - 6.2 **Report out from closed session:** None – Item removed from the agenda
7. **Regular Calendar:**
  - 7.1 **Correspondence:**
    1. **Letter of Resignation from Chief Frank**
    2. **Letter of Resignation from Secretary Katy Martinez**
      - (a) **Initiation of recruitment, (b) possible direction to review and update job descriptions with legal counsel, (c) places for chair and secretary to post openings, (d) potential authorization to chair to**

**spend up to \$7,500 for publication on electronic job boards and for possible consultation with recruiter, and (e) direction to schedule the appointment labor negotiator and to conduct a closed session regarding these positions at the next Regular Board meeting.**

Members of the public, Ashlee and a Mr. Piak Sims spoke in opposition to spending money on this item as well as other concerns.

Board Discussion ensued. Chairperson Graham explained that the attorney came up with the \$7500 dollar amount based on average cost for recruitment. Chief Frank was asked if there was anyone among the firefighters that would want to take on the role of Chief. The answer was no, not at this time. Director Sankey made a motion for Katy to work with Director Rudolph for posting on social media sites. Director Sutcliffe seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Director Graham – Aye. Motion passes.

## **7.2 Update on Budget and warrants:**

Ashlee Sims commented asking for clarification on one warrant and questioned why attorney's fees are what they are. She further asked for copies of all invoices. Secretary will provide them to her. Mr. Piak spoke and voiced their disapproval of monies spent on attorney's fees.

Director Sankey requested discussion to provide new direction to Board members be placed on the next agenda. Chairperson Graham briefly explained that the attorney(s) represent the District on existing litigation as well as compliance issues which includes agenda preparation. The Board gave her direction and approval to deal with the attorney(s). New Board members have come onboard who were not there when that was discussed. Director Rudolph pointed out that all expenditures are approved by Board signature before they are paid.

Secretary informed the Board that the budget balance is approximately \$155,380.27. Warrants totaled \$11,263.62. There were 2 deposits; \$15,000 from PG&E and \$365.25 from Fire Recovery.

## **7.3 Preliminary Budget Fiscal Year 2022/2023:**

Chairperson Graham explained that this item cannot be approved due to notification inadvertently not being posted in the paper (Plumasnews). The Districts Preliminary Budget worksheet and packet have still not been received from the county. The secretary will follow up again with the county for it and get it posted both physically and online. Director Sutcliffe went over budget figures proposed after having met with Chief Frank and the secretary. Director Sutcliffe stressed that Professional Services (attorney's fees) need to be dramatically lowered. This was agreed on by all Board members. Mr. Piak voiced suggestions for lowering attorney fees and requested that item 7.3 be removed from the agenda due to no posting in the newspaper. Director Sutcliffe explained that the Preliminary Budget isn't being voted on tonight, she just wanted to go over some figures now and discuss it in greater detail at the next Board meeting. Ashlee Sims spoke and voiced her opposition to the Districts Preliminary Budget.

## **7.4 Resolution 2022-010 Preliminary Budget Fiscal Year 2022/2023:**

This item was pulled from the agenda and will be placed on the next agenda.

## **7.5 Resolution 2022-009 Authorization to Continue Remote Meetings:**

Ashlee Sims and Mr. Piak both spoke and voiced their opinions that the Board move to hybrid meetings and purchase a camera for Zoom. Chairperson Graham briefly explained that per our attorney's interpretation of AB361, cameras are not required by law. Mr. Piak questioned why

“someone else” was present at the meeting tonight. Chairperson Graham explained that only Board and staff are present.

Board discussion ensued. Director Sutcliffe made a motion to move to hybrid meetings. Director Sankey seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Director Graham – Aye. The motion passes.

Resolution 2022-009 Authorization to Continue Remote Meetings was not passed. Future meetings will be a hybrid of in person with social distancing as well as via Zoom and telephone.

**7.6 AB38 Defensible Space Inspections:**

Board discussion ensued. Director Sankey made a motion to approve Director Rudolph take on the task of researching AB38. Director Mitrevics seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Director Graham – Aye. The motion passes.

**7.7 Chief’s Report:**

Total calls in District = 25: (14) medical (4) burn piles (1) structure fire (1) vehicle accident (4) public assists (1) Co2 alarm. Mutual Aid (Portola) structure fire (1).

Mike Grant from PCSO/Search and Rescue came and discussed proper radio communications. Rich and Patricia McLaughlin and Bill Robinson from GMCSO attended.

Wildland engines have been inventoried and are ready for the 2022 wildfire season.

**7.8 Forest Service Contract Update:**

Chief Frank attended the Fire Chief’s Association meeting and there is no new information at this time. Mr. Piak asked for clarification as to what this agenda item entails. Chief Frank gave a brief explanation. Board discussion ensued. Chief Frank was directed to keep monitoring this.

**7.9 Plumas County Mutual Aid Agreement for Emergency Services:**

Chief Frank explained that the Plumas County Mutual Aid Agreement is expired. It was brought up at the last PCFCA (Plumas County Fire Chief’s Association) meeting that we are running now without a signed Mutual Aid Agreement. The agreement is being worked on to reduce the number of pages and require a Board member from each District’s signature rather than the Fire Chief’s. This is due to so many recent changes in Fire Chiefs throughout the County. Chief Frank assured the Board that although the written agreement is expired; all Plumas County Fire Chiefs are operating as though it is not. Chief Frank asked that the Board appoint someone to sign the updated agreement as soon as it is received.

Ms. Sims and Mr. Piak each made comments and asked questions.

Board discussion ensued. Director Sutcliffe made a motion for the secretary to find the first available Board member to sign the agreement when received. Director Sankey seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Director Graham – Aye. The motion passes.

**7.10 Surplus Excess Scott SCBA’s:**

Chief Frank explained that he has spoken with Dan Bria at LN Curtis where our Scott packs originally came from, about finding a department that needs them to possibly purchase them. He is still looking and some Fire Chief’s at the PCFCA meeting asked that we look for a local district to perhaps donate them to.

Ms. Sims and Mr. Piak each made comments and asked questions.

Board discussion ensued. Director Rudolph made a motion to approve surplus excess SCBA’s via sale or donation. Director Sutcliffe seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Director Graham – Aye. The motion passes.

**7.11 Surplus Survive Air SCBA's/Parts:**

Chief Frank explained that there is no real value to the Survive Air's and can only be used by other districts for parts only. Chief Frank would like to help local districts in need first, and then seek to put them on social media for other areas.

Mr. Piak commented and made suggestions.

Board discussion ensued. Chief Frank will reach out locally and if there are no takers, he will get the information to Director Rudolph to post online. Director Sutcliffe made a motion to surplus and donates for parts only. Director Sankey seconded the motion.

Roll Call Vote: Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Director Graham – Aye. The motion passes.

**7.12 "C" Road Contract Review:**

Director Sankey explained that the 40/60 offer was presented to Debbie Thompson who would take the offer to her board. He was asked if this would be retroactive. C Road's board countered with 50/50 and retroactive. A log book from the water tender as well as the \$1,000 from the sale of equipment that Chief Frank has been hanging onto while keeping an eye out for a replacement piece of equipment were mentioned. Chief Frank told Debbie Thompson that he would be in contact with her to discuss the log book and would drop off the money to her personally.

**7.13 Final Approval of Updated District Policies**

Ashlee Sims provided public comment and concerns regarding District Policies.

Board discussion ensued. Directors would like sufficient time to review the policies and the secretary will provide each Director with copies. This item will be placed on the next meeting agenda.

**8. Request for Future Agenda Items from Board Members:**

Next Regular Board Meeting July 18, 2022 at 6:30PM

Ashlee Sims and Mr. Piak both provided public comment.

Director Sankey asked for evaluation of the Chair and election for the Board officers.

**9. Adjournment:**

Director Mitrevics motioned to adjourn the meeting.

Director Graham seconded the motion.

**Roll Call Vote:** Director Sankey – Aye, Director Sutcliffe – Aye, Director Mitrevics – Aye, Director Rudolph – Aye, Chairperson Graham – Aye. Motion passes.

Meeting was adjourned at 10:00 PM

**ATTEST:**

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**Katy Martinez, Secretary**

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**Jeanne Graham, Chairperson**

**APPROVED AND SIGNED AT EPRFPD'S 09/19/2022 REGULAR BOARD MEETING**

EPRFPD Minutes June 20, 2022