



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

December 07, 2020 at 6:00 PM

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

1. Meeting called to order at 6:00 PM

Roll Call: Director Couto, Director Acosta, Director Sankey and Director Graham were all present.

Director Graham stated that she would like to shorten the agenda due to power outages. Director Sankey made a motion to approve amending the agenda due to power issues. Director Acosta seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Aye.

2. Public Comment: Brian Attama stated that he would like the Firefighters Association funds to be placed on a future agenda. Jeanne instructed him to put his request in writing and submit it to Katy a week prior to the meeting.
3. Consent Item: Minutes from the November 16, 2020 Regular Meeting. Jeanne asked board members to review the draft minutes and provided Katy with any of the information she needs to complete them. This item is tabled to the next meeting.
4. Budget: Katy informed the board that the budget is at \$61,108.37.
5. Secretary's Report: Katy informed the board that she spoke with the auditor and a mutually agreeable date and time will be arranged after the holidays to either meet in person or by telephone.
6. Directors Reports: Sankey – None, Acosta – None, Graham – None, Couto – None.
7. Chief's Report: Written
8. COVID 19 Department Status: Captain Elaine Frank presented the board with current PPE and cleaning supply counts. Chief Frank highlighted that the department is following Plumas County Public Health policy. Elaine shared with the board that Cal OSHA protocols were received and she will have Katy email the information to board members for review as she would like the department to consider adopting them. This item will be placed on the next agenda for discussion.
9. Brown Act Correspondence: Jeanne advised that there was a release of public records request received. Katy is working on the response. There was also a demand letter received and it is being taken very seriously. Jeanne has been in contact with outside counsel, Ed Obayashi. Ed has recused himself because he is a coworker of the complainant. Ed referred the department to Steve Gross. Mr. Gross claimed a potential conflict of interest because he is counsel to the City of Portola and we have a current contract with the city. Mr. Gross referred Ed Lindgren with Meyers Nave. Discussion ensued regarding hiring counsel. Director Sankey made a motion to hire Adam Lindgren of Meyers Nave. Director Acosta seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Aye.

10. Department Restructure: The board reviewed a department restructuring proposed by Director Sankey. Kevin explained that after hearing accusations and counter accusations, he did a preliminary investigation and found that there is merit to the complaints on both sides and he believes it warrants further investigation. He asked the board if they feel the investigation should continue. Director Graham made a motion that the investigation continue. Director Couto seconded the motion. Voice Vote: Sankey – Abstain, Acosta – Aye, Couto – Aye, Graham – Aye.

Director Sankey proceeded to go over his proposed org chart:


- He proposes that the board becomes the “chief” for administrative purposes until the investigation is complete.
- The Chief, Assistant Chief, Battalion Chief and Admin Captain become direct reports to the board.
- The secretary also reports directly to the board and accepts direction only from the board.
- Regarding day to day activities and urgent matters, Director Sankey proposed that Director Graham become “acting chief”.

Discussion was held and clarification was given. Director Couto made a motion to adopt the new flow chart until the investigation is over. Director Acosta seconded the motion. Voice Vote: Sankey – Abstain, Acosta – Aye, Couto – Aye, Graham – Aye.

11. Shipping Container: Director Sankey explained that the board had previously authorized the purchase of the storage container from GLRID. After further review, the purchase should not be made. Director Graham made a motion to rescind the purchase. Director Acosta seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Aye.
12. CAL CARD – Authorized Signers and Users: Jeanne asked for the status of the application. John Fatheree gave an update and informed the board that authorized signers and users need to be voted on by the board. After discussion, Director Acosta made a motion that the names on cards be all of the firefighters and the secretary. Director Graham seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Aye. Authorized signer on the contract was discussed. Director Sankey made a motion that the board chair be authorized to sign. Director Acosta seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Abstain.
13. 9834 Air Conditioning: Chief Frank obtained an estimate of \$800 from Portola Automotive. Director Sankey made a motion to approve the repairs not to exceed \$850. Director Couto seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Aye.
14. Turnover – Portola to Beckwourth: Jeanne asked for an update. Chief Frank advised that by mid-January, Northside station will be inventoried and turned over to Portola. Jeanne directed Bob to get with Katy and draft a letter to sheriff’s dispatch. Jeanne will contact the Beckwourth board to see if they are interested in continuing with the AED’s in the city. They would have to pay for the required batteries. Bob said that he has been working with the city manager regarding some missing items, such as a flashlight. He will replace any missing items prior to turnover.

15. Firefighter Recognition Night: Chief Frank informed the board that this event is tentatively scheduled for December 17 at the Delleker Station. Bob shared pictures of how set up would ensure social distancing. Board discussion was held and direction was given to Chief Frank to check with Public Health for approval in advance. Participation in the light parade being held in the City of Portola was discussed and it was decided that the district will not participate.
16. New Business: Brian Attama brought up wanting no funds spent out of the Firefighters Association checking account. He was reminded to ask that this be placed on the agenda for a future meeting. Jeanne advised that there will be an emergency meeting on December 08, 2020 at 3:00 PM to meet with legal counsel.
17. Motion to Adjourn: Director Couto made a motion to adjourn at 7:15 PM. Director Acosta seconded the motion. Voice Vote: Sankey – Aye, Acosta – Aye, Couto – Aye, Graham – Aye.

ATTEST:



Katy Martinez, Secretary



Jeanne Graham, Chairperson

APPROVED AND SIGNED AT EPRFPD'S 01/04/2021 REGULAR MONTHLY BOARD MEETING