



Eastern Plumas Rural Fire Protection District

141 Delleker Rd. Portola, CA 96122 Phone: 530.832.5626 Fax: 530.832.5446

eprfpd@att.net www.eprfpd.specialdistrict.org

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 March 20, 2023 at 6:00 PM

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

Meeting was called to order at 6:04 PM by Vice Chairperson Sutcliffe.

1. Roll Call: Directors Mitrevics, Sutcliffe and Graham were all present. Director Sankey was absent.

2. Pledge of Allegiance: The Pledge was recited by all.

3. Public Comment:

Ashlee Sims requested a response to her PRA request. Secretary, Katy Martinez will continue to follow up on this with Chairperson Sankey and respond as soon as possible.

4. Consent Items:

- a) Minutes Regular Meeting August 15, 2022
- b) Minutes Regular Meeting September 19, 2022
- c) Minutes Special Meeting September 27, 2022

Ashlee Sims requested that the Minutes from September 19, 2022 be pulled and reviewed for public comment details.

Director Graham made a motion to pull both items **b** and **c** for review. Director Sutcliffe seconded the motion.

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

Director Graham made a motion to approve item **a**. Director Sutcliffe seconded the motion.

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

5. Correspondence: Katy informed the board that Streamline has increased their monthly fee for the District's webpage from \$75 to \$90 per month, beginning in July.

5.1 Update on C Road Discussions: Director Graham explained that she had spoken with Debbie Thompson and was informed that the C Road Board of Directors would like any funds received going forward to be split 50/50. C Road has asked that EPRFPD begin reporting any in District fire or medical calls responded to within the C Road response area be reported to NFIRS under their FDID. Jeanne has spoken with Cal Fire and this is doable. Jeanne would like Board approval to draw up a draft addendum to the C Road contract to include water tender usage and payment from wildfires. Board discussion ensued. The Board agreed that Jeanne should draft an addendum and bring it back to the Board for approval. Teresa Whitfield had questions and provided public comment.

5.2 Update on Budget: Secretary, Katy Martinez informed the Board that warrants totaled \$37,589.97. There was a deposit from received from CALOES for the McKinney Fire in the amount of \$51,915.23. The balance is \$140,929.07.

Debra Bress provided public comment regarding fundraising ideas. Ashlee Sims was glad to see attorney's fees go down.

5.3 LAFCO Update: Directors Graham and Sutcliffe met with LAFCO. One of the perceptions that LAFCO has is that EPRFPD has had to increase our requests for mutual aid calls. Specifics supporting where that information came from, dates of calls, etc. has been asked for so that we can investigate that claim. Director Sutcliffe stated that the LAFCO board agreed to review the MSR and make available to the public, a new MSR with updates by the next meeting on April 17. LAFCO also said they would let us know which of the items 1 through 4 in the SOI have been corrected or need more work. A 3 to 5 year financial plan for the District addressing future sustainability is something they would like us to provide. Angie again requested some kind of legal, written document stating exactly LAFCO's position and demands of EPRFPD so that our attorneys can review and evaluate their claims. LAFCO also stated that there was a very, very minor change to EPRFPD's boundary map found from a parcel update from the Board of Equalization in 1979.

Ashlee Sims provided public comment regarding the boundary map at the county, the MSR, as well as the proposed new fire district formation.

5.4 Chief's Report: Interim Chief Turner informed the Board that Chris White and Jake Marsh have both been promoted to Captain. Call totals are:

December: 30 total – 7 public assists, 8 medical, 2 cx'd enroute, 3 smoke checks.

January: 16 total – 2 smoke checks, 2 cx'd enroute, 8 medical, 4 public assists.

February: 26 total – 3 cx'd enroute, 9 public assists, 2 Fires, 12 medical.

Debra Bress provided public comment regarding negative comments and claims that EPRFPD had missed 3 calls for mutual aid recently that were made in her presence by members of the Beckwourth Fire Department.

5.5 Policy and Procedure Manual: Director Graham explained to the Board that CSDA has available, a sample policy and procedure manual that can be purchased by the District and customized to fit our needs. It would cost approximately \$225. She would like the Board's approval to have Katy make that purchase.

Ashlee Sims commended Director Graham for being proactive and finding the CSDA option. Firefighter Noah Chatham spoke and agreed it is a very good idea to firm up policies and procedures.

Director Graham made a motion to approve that Katy contact CSDA and purchase the sample policy handbook at a cost of \$260 total. Director Mitrevics seconded the motion.

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

5.6 Firefighter Safety on Calls: Director Graham explained that this refers to both Firefighter safety and responsibilities while responding to calls. There are instances where 911 calls are paged out and responded to where our Firefighters are asked to perform duties outside of their scope. These can include shoveling, fetching fire wood, etc. Some members of the public become abusive when told "no". Firefighters are asking the Board for direction on responding to such requests by members of the public. Debra Bress provided public comment regarding what she believes were inadequate responses to the recent storms by the County Sheriff.

Teresa Whitfield provided public comment and suggestions regarding responding to members of the public's requests for assistance outside of the Districts' scope.

Ashlee Sims provided public comment and made suggestions for educating the public.

Noah Chatham provided public comment and expressed his concerns regarding the public abusing the 911 system as well as the abuses firefighters face when responding to emergency calls and being asked to perform non-emergency tasks.

Board discussion ensued. Ideas for a list of resources to be given to members of the public if/when they make a request to a firefighter for assistance with something outside of their scope. Katy will help create a list of organizations and their phone numbers that firefighters can carry in the trucks, as well as draft a letter for review that can be sent to individuals that abuse the 911 system.

5.7 JPA Agreement Update: The Board reviewed the 2 resolution options provided by JPA. Director Sutcliffe made a motion to approve the use of option #2 for Resolution 2023-001. Director Graham seconded the motion.

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

5.8 Update on funding request for computer upgrades: Board discussion ensued. Director Graham suggested that this item be tabled until closer to when the budget is being reviewed.

Debra Bress suggested that the community be approached and asked if they are able to help with this need.

5.9 Board Director Vacancy: Director Sutcliffe announced that she received a sealed envelope with an application for the Board. Katy will confirm with the county that the applicant is a registered voter residing within the District and have this on the next agenda for a Board vote.

Debra Bress had comments and suggestions regarding Board recruitment. Ms. Bress asked if there are 2 Board vacancies. She proceeded to state that EPRFPD's Board Chairperson, Kevin Sankey recently took a position with the City of Modesto and questioned his ability to continue to serve. She also questioned Ms. Whitfield and Director Sankey residing in the same home and whether or not that would affect Teresa's ability to serve on the Board.

Teresa Whitfield spoke and expressed that she believes the board vacancy application should be opened and discussed immediately. Discussion ensued and the envelope was opened and the applicant was Teresa Whitfield.

Ashlee Sims stated that the Zoom was muted and the public was unable to comment at the proper time and suggested that the envelope be opened and it was.

Katy was given direction to confirm eligibility with the county and the application will be acted on at the next meeting.

5.10 Closed Session: Employee Evaluation: Chief Turner

Ashlee Sims provided public comment regarding Brown Act requirements regarding closed session discussion restrictions as well as requirements under EPRFPD's SOG's regarding requirements for the Chief's position.

Director Sutcliffe announced the Board was going into closed session at 7:28 PM.

5.11 Report on Closed Session:

Director Sutcliffe called the meeting back into open session at 8:05 PM.

Director Sutcliffe reported that an evaluation on Todd Turner was done and he was given a couple of tasks to complete.

Director Sutcliffe asked for a 2/3 majority vote to add on to the agenda tonight, salary and compensation for Chief Turner.

Director Graham made a motion to add that agenda item to discuss and decide on salary and compensation for Chief Turner. Director Mitrevics seconded the motion.

Debra Bress commented asking how Todd Turner could serve as Chief if he does not live in district. It was explained that EPRFPD's SOG's are guidelines not procedures.

Ashlee Sims commented that she believes that the guideline requirements need to be placed on the agenda and discussed prior to any decision being made.

Director Graham suggested that the attorney be contacted and presented with the question regarding compensation and where the Chief can reside. Board discussion ensued and the attorney will be contacted by Director Sutliffe and this item will be placed on the next agenda.

6. Next Scheduled Regular Board Meeting April 17, 2023 at 6:00 PM

7. Adjournment:

Vice Chairperson Sutliffe motioned to adjourn the meeting.

Director Graham seconded the motion.

Meeting was adjourned at 8:23 PM.

ATTEST:

Katy Martinez, Secretary

Angelina Sutliffe, Vice Chairperson

APPROVED AND SIGNED AT EPRFPD'S 05/15/2023 REGULAR BOARD MEETING