



# 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**

**July 19, 2021 at 6:30 PM**

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

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.
3. **Pledge of Allegiance:** The Pledge was recited by all.
4. **Public Comment:** None
5. **Consent Items:**
  - a. Minutes of the Regular Board Meeting June 21, 2021
  - b. Minutes of the Special Board Meeting July 06, 2021

Director Sankey made a motion to approve the consent items. Director Acosta 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 Budget:

a) Secretary Katy Martinez informed the board that the budget balance is \$54,174.78. Warrants submitted amount to \$24,733.23. A \$100 donation and \$5,349.26 from C Road were received.

#### 6.2 Resolution 2021-005 Establishing Appropriations Limit for Fiscal Year 2021/2022.

Director Sankey made a motion to approve item 6.2. Director Sutcliffe seconded the motion.

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

#### 6.3 Correspondence received by the District.

Secretary Katy Martinez read a thank you letter received by the District from a citizen regarding the Portola fire. This thank you letter included a \$100 donation.

#### 6.4 Sierra Valley Grange AED contract status.

Captain Elaine Frank provided the board with an update regarding unsuccessful attempts she has made to resolve the contract for the AED at the Sierra Valley Grange. Board discussion ensued and direction was given. Captain Frank should draft a letter to be sent with proof of mailing giving Sierra Valley Grange 90 days to respond.

#### 6.5 Update from Chairperson Graham on information from the Fire Study Group June 22, 2021 meeting.

Director Graham reminded staff that the updated MSR information is needed. Board and staff discussion ensued. The next Fire Study Group meeting is scheduled for July 27, 2021 and staff will continue working on information requested to update the MSR.

#### 6.6 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 13. 9 medical, 1 vehicle accident, 1 vegetation fire, 2 public assists.

Out of district calls total 6. 1 medical call in Gold Mountain, 1 vehicle accident in C Road, 1 medical call in C Road and 1 structure fire.

Equipment updates: 9861 – Ladder Truck. All paperwork to return the truck has been submitted. The truck has been taken out of service and district equipment is being removed. 9873 – 1 part has been ordered and the vehicle should be back in a few days. 9876 – the foam unit top broke off and had to be replaced. OES is aware the truck has

been repaired and available to go out on a fire if needed. Wildland gear has been received. 7 shirts, 1 pair of pants and 2 pair of boots are on backorder. The invoice has been submitted to the county. Once the invoice is paid, LN Curtis will provide a "paid" invoice and Katy will submit it for 50% reimbursement under the grant.

Chief Frank informed the board that Gold Mountain has requested that they be given a radio and an EPRFPD number to use. Board and staff discussion ensued. Direction was given to Bob that he ask a Gold Mountain representative attend our next monthly board meeting and provide their rationale for the request.

Chief Frank asked Captain Frank to speak about a request received for an AED. Elaine advised the board that she received a request for an AED from Ken Smith who runs the ATV and snowmobile rental service on A-23. Director Sankey directed Elaine to have this item placed on the next agenda for discussion.

**6.7 Receive update from staff on COVID-19, including any new recommendations from OSHA, NorCal or Provident and any related issues.**

Captain Frank informed the board that EPRFPD staff is continuing to adhere to the current CDC, OSHA and Provident guidelines. All personnel continue to wear N95 masks on all calls. Direction was given to keep monitoring for any updates.

**6.8 Usage of "C" Road Water Tender on Office of Emergency Services (OES) Fires.**

Board discussion ensued. Director Sutcliffe made a motion to appoint Director Sankey for the C Road negotiations. Director Acosta seconded the motion. Voice Vote: Director Acosta - Aye, Director Sutcliffe - Aye, Director Graham - Aye. Director Sankey abstained. Direction was given to place this item on the next agenda, including the name of the fire and the amount.

**6.9 Forest Service Contract for OES Fires.**

Director Graham informed the board that she received a phone call from Beckwourth Fire Chief, Brett Russell asking that EPRFPD not sign the new contract because of some issues with the mutual aid payment proposed. The stumbling block appears to be the number of hours; 2 versus 12. Director Sankey asked that this item be placed on the next agenda and a copy of the proposed contract be placed on the District's webpage.

**6.10 Discussion and direction regarding resuming in-person Board meetings.**

Board discussion ensued. Direction was given for Chairperson Graham to contact counsel to find out what should be done at the next meeting or just let the executive order play out. This item will be placed on the next agenda.

**7 Requests for Future Agenda Items:**

Next scheduled Regular Board Meeting August 16, 2021 at 6:30 PM.

**8 Adjournment:**

Director Sutcliffe motioned to adjourn the meeting.

Director Acosta seconded the motion.

**Roll Call Vote:** Director Sankey - Aye, Director Acosta - Aye, Director Sutcliffe - Aye, Chairperson Graham - Aye. The item passes.

Meeting was adjourned at 7:48 PM

**ATTEST:**

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**Katy Martinez, Secretary**

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**Jeanne Graham, Chairperson**

**APPROVED AND SIGNED AT EPRFPD'S 08/16/2021 REGULAR BOARD MEETING**