

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, January 26, 2021

Final Adopted 2/23/2021

PRESENT: Tim Tschantz, Vice-Chair; Pat Leach, Treasurer; Bruce Boyd

ABSENT: Rhea Williamson

- 1. CALL TO ORDER:** Meeting called to order at 5:02 PM. Roll taken. Quorum established. Pledge of Allegiance.
- 2. PUBLIC COMMENT:**
No public comment.

Following Public Comment, Vice-Chair Tim Tschantz moved to New Business to complete items 7A, 7B, and 7C before continuing with the Consent Calendar.

3. CONSENT CALENDAR:

A. Minutes of December 1, 2020 Regular Board Meeting

Bruce Boyd moved to approve the Consent Calendar, Pat Leach seconded, motion passed by unanimous vote as follows:

Pat Leach - Aye

Bruce Boyd – Aye

Rhea Williamson – Aye

Samantha Hinrichs – Abstain

Tim Tschantz - Aye

Ayes: 4

Noes: 0

Abstain: 1

Absent: 0

4. ANNOUNCEMENTS:

Bruce Boyd announce that the Pledge of Allegiance was very moving tonight, considering the situation that occurred at the US Capital on January 6th.

5. REPORTS

A. Chief's Report – Chief Jason Flores

- Presented call statistics for November and December 2020

Tim Tschantz asked how firefighters are alerted to potential Covid-19 calls. Chief Flores responded that dispatch does identify whether a call requires Covid-19 PPE in the text message alerts that are sent out with the dispatch of the call.

- Five firefighters have recently passed an Advanced EMT training and are waiting on National Registry certification.

- Working with Captain Will Green on advanced EMT trainings.
- We are working on upgrading our AED's to be compliant with new FDA regulations.
- The Covid-19 task force is currently drafting an Aerosol Transmissible Disease Plan with a Covid-19 Prevention Plan addendum for our IIPP, hoping to present the draft at the February Board Meeting for a first reading. These documents are needed to meet new OSHA requirements.
- With the recent lift of the Stay-at-Home Order, Chief Officers are considering resuming in-person trainings.
- Chief Flores traveled to Minnesota the first week of January to check the progress of the new engine and presented photos to the Board. Chief Flores is very pleased with the engine and hoping to have it in service in March 2021. Bruce Boyd requested to have photos of the new engine put the website.

B. Treasurer's Report – Pat leach

i. Donations- November, December 2020 – Donations were received as follows: \$108 from Sarah Sparks.

ii. Financials- November, December 2020: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card.

Boyd Johnson asked for clarification on a handwritten note on the *December 2020 Transaction Detail by Account* page. Lynn McGarva responded that this was noting a stale dated (over 6 months old) check written to SSV (EMT licensing Authority). This money is still in our account as it was never cashed. This was likely a result of SSV being paid twice for our annual Emergency Medical Transport Permit.

Bruce Boyd moved to approve the November and December 2020 Cash Disbursements as presented, Pat Leach seconded, motion passed by unanimous vote as follows:

Tim Tschantz - Aye
 Pat Leach – Aye
 Bruce Boyd – Aye
 Rhea Williamson – Aye
 Ed Beckenbach – Aye

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

iii. Year to Date Budget vs. Actual FY 2020-21

Pat Leach announced that this is bringing the numbers up to date. We are seeing some of the strike team revenues, and taxes are close to what we had anticipated.

Bruce Boyd asked if Covid-19 has boosted our expenses which would require budget adjustments and there will be any reimbursement from County or State government. Pat Leach replied that we have seen an increase in our expenses due to Covid-19 PPE, but we had prepared for that so we will likely not need to complete a budget adjustment.

C. District Manager’s Report – Lynn McGarva

Lynn McGarva announced that she has made contact with an individual in Reno who will write grants on our behalf for a very reasonable price of \$200/grant. We will be working with her to submit an application for the Assistance to Firefighters Grant with a deadline of February 12, 2021.

Lynn has also been working with the lending agency for the new engine on payments as delivery of the engine has been delayed.

D. Firefighters Association Report – Kritters

- The association did not meet in December, will be having a meeting soon
- Will be electing new officers.
- 2021 Association goals will be raising money, recruitment, and retention.
- Would like to thank Marty Brille, the instructor for the AEMT course, for the training.
- The Association will consider utilizing the Districts Zoom account for meetings as needed.

Heidi Ryan asked about the winner of the t-shirt design contest. Kritters replied that the cancellation of the December Association meeting affected the contest selection. Angel Flores added that there were 6-8 entries for the t-shirt contest, the Association will continue forward with selecting the winner.

Tim Tschantz asked Kritters for information on what AEMT’s can do above what EMT’s can do. Kritters replied that AEMTs’ can start IV’s and administer fluids, administer some medications, administer intravenous dextrose, IO for infants. Very practical procedures for helping patients in a serious situation especially as we have a relatively long ambulance arrival time throughout the District.

E. Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Pat Leach

There have not been many defensible space visits recently. There have been about 10 new Firewise communities certified throughout the County, including Old Mill on the Ridge. There are a handful of Communities in the Ridge currently in the process of certification.

F. NCFR Report – Pat Leach.

No meeting, no report.

6. OLD BUSINESS

A. Water Storage Committee Update- Bruce Boyd

No meeting, no report.

7. NEW BUSINESS

A. Appointment of New Board Member – Bruce Boyd

Item’s 7.A, 7.B, and 7.C were moved before the Consent Calendar.

Rhea Williamson joined the meeting during discussion of item 7.A at 5:06.

Bruce Boyd reminded the group that we put out a flyer to find an applicant for a new Board Member to replace our beloved Ed Beckenbach. We received one application from community member Samantha Hinrichs. Bruce relayed that Samantha was a volunteer firefighter with NSJFPD, has served on various local boards, was the Director at the North Columbia Schoolhouse Cultural Center, and is a very active community member. The entire Board agreed that Samantha would be a great addition to the Board.

Rhea Williamson moved to appoint Samantha Hinrichs to the open position on the Board, Bruce Boyd seconded, motion passed by unanimous vote as follows:

Pat Leach – Aye

Bruce Boyd – Aye

Rhea Williamson – Aye

Tim Tschantz – Aye

Ayes: 4

Noes: 0

Abstain: 0

Absent: 0

B. Election of Board Officers – Tim Tschantz

Tim Tschantz announced that we need to select a new Chair, Vice-Chair, and Treasurer. Tim then offered to serve as the Chair.

Bruce Boyd recommended Pat Leach as Treasurer. Although Pat Leach has served as Treasurer for two years, she offered to stay on one more year. Pat also asked for Samantha Hinrichs to join the Finance Committee in lieu of Ed Beckenbach's retirement.

Bruce Boyd offered to serve as Vice-Chair.

Bruce Boyd moved to elect Tim Tschantz as Chair, Bruce Boyd as Vice-Chair, Pat Leach as Treasurer for one more year, and Samantha Hinrichs as a member of the Finance Committee, Pat Leach Seconded, motion passed by unanimous vote as follows:

Bruce Boyd - Aye

Pat Leach – Aye

Rhea Williamson – Aye

Samantha Hinrichs - Aye

Tim Tschantz – Aye

Ayes: 5

Noes: 0

Abstain: 0

Absent: 0

C. Resolution 2021-01 Recognition of Ed Beckenbach's Service to NSJFPD- Bruce Boyd

Bruce Boyd discussed how wonderful it has been to work with Ed Beckenbach over the years. This resolution is well deserved but does not do justice to all Ed has done for the District over the years. When Bruce joined the Board, Ed was a volunteer Firefighter and using his expertise to create safety protocols for the District. After joining the Board, Ed took off running. Ed helped put together the Annexation of the upper District, worked hard on Measure Q, was the best-spoken member on the Board, and

has a great sense of humor. Ed has always shown so much support for the firefighters over the years, from the heart.

Board Secretary Heidi Ryan read the Resolution aloud.

Bruce Boyd moved to adopt Resolution 2021-01 honoring Ed Beckenbach contributions to the NSJFPD, Tim Tschantz seconded, motion passed by unanimous vote as follows:

Bruce Boyd - Aye

Pat Leach – Aye

Rhea Williamson – Aye

Samantha Hinrichs - Aye

Tim Tschantz – Aye

Ayes: 5

Noes: 0

Abstain: 0

Absent: 0

Fire Captain Angela Flores arrived at Ed's house to present a plaque and deliver a gift from Board Members, Fire Chief, and Office Staff.

Ed Beckenbach thanked the Board and staff and expressed his gratitude for his service with the District.

D. Annual Board Organization – Board Chair

Tim Tschantz suggested we discuss items i-xi and have a roll call vote for all items at once.

i. Appointment of those Authorized to Sign Warrant Requests: All Board Members

ii. Appointment of those Authorized to Sign Checks: All Board Members

iii. Finance Committee Membership: Treasurer and Samantha Hinrichs

iv. Personnel Committee Membership: Tim Tschantz and Rhea Williamson

v. Selection of Representative and Alternate to Nevada County Fire Agency (NCFA): Pat Leach, Bruce Boyd as alternate.

vi. Selection of Board Member Liaison to LAFCo: None

vii. Selection of Board Member Liaison to Fire Safe Council: Pat Leach

viii. Selection of Newsletter Editor: Pat Leach and Samantha Hinrichs

ix. Selection of Webmaster: Heidi Ryan

Bruce moved to approve items i, ii, iii, iv, v, vii, and viii as presented, Rhea Williamson seconded, motion passed by unanimous vote as follows:

Bruce Boyd - Aye

Pat Leach – Aye

Rhea Williamson – Aye

Samantha Hinrichs - Aye

Tim Tschantz – Aye

Ayes: 5

Noes: 0

Abstain: 0

Absent: 0

x. Setting of Regular Board Meeting Dates: Fourth Tuesday of the month with no meeting in August or December. Zoom meetings can be at 5:00, in person meetings at 7:00.

xi. Board Goals:

Pat Leach would like to have all the District documents reviewed and updated as needed.

Tim Tschantz suggested more mitigation, planning, and preparation for a potential large fire on the Ridge. This could be done by sub-committee.

Jason Flores suggested Board Members take classes on catastrophic emergencies. As a Board Member, understanding what the County Emergency Operations Center does when activated is very beneficial. Pat Leach asked where to find these classes, Chief Flores said he would find classes and share with the Board.

Pat Leach suggested we include information we develop on the subject in the Newsletter.

Rhea Williamson suggested an evacuation route tour and conducting a campaign to increase signage on the Ridge. Pat leach let Rhea know that the County is looking develop a cohesive signage plan so all neighborhoods in the County look the same.

Samantha Hinrichs asked Tim about working with him one on one to develop a brainstorming list on the topic to share with the Board at the next Board Meeting.

E. Fire Chief's Contract – Pat Leach

This contract is still under negotiation and will need to be tabled at this time.

F. LAFCo Election – Board Chair: Public Employee Performance Evaluation (Gov. Code § 54957)

This is a ballot to appoint a regular and an alternate member to the LAFCo Board. There is only one candidate for each position.

Bruce Boyd moved to vote for Ricki Heck for a Regular Member, and Rich Johnson as an Alternate Member, Samantha Hinrichs seconded, motion passed by roll call vote as follows:

Bruce Boyd - Aye

Pat Leach – Aye

Rhea Williamson – Abstain

Samantha Hinrichs - Aye

Tim Tschantz – Aye

Ayes: 4

Noes: 0

Abstain: 1

Absent: 0

8. NEXT MEETING: February 23, 2021, time and location to be determined.

9. ADJOURNMENT: Meeting adjourned at 6:36 PM.

Heidi Ryan

Heidi Ryan, Board Secretary