

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, February 25, 2020

FINAL, ADOPTED 4-28-2020

PRESENT: Ed Beckenbach, Chair; Pat Leach, Treasurer; Rhea Williamson

ABSENT: Bruce Boyd, Tim Tschantz. Quorum established.

1. **CALL TO ORDER:** Meeting called to order at 7:00 PM. Roll taken. Quorum established. Pledge of Allegiance.
2. **PUBLIC COMMENT:**
No public comment.
3. **CONSENT CALENDAR:**
 - A. Minutes of January 28, 2020 Regular Board Meeting

Pat Leach moved to approve the January 28, 2020 minutes, Rhea Williamson seconded, motion passed by unanimous vote.

4. ANNOUNCEMENTS:

Rhea Williamson – Rhea inquired on the proposed fuel break from Bridgeport to Malakoff, and what NSJFPD’s involvement will be.

The San Juan Ridge Taxpayers Association is planning outreach programs related to fire safety, including a meeting with members of local Firewise Communities.

Caleb Dardick will be attending the annual Taxpayers Association meeting on March 29th, at the North Columbia Schoolhouse Cultural Center.

Pat Leach – Attended the LAFCo Ethics and Public Service Presentation.

5. REPORTS

A. Chief’s Report – Chief, Jason Flores

- Presented call statistics for January, 2020
- Smoke Check calls are increasing.
- Successful wildland training in conjunction with the French Corral Water District.
- Extreme dry conditions, property owners should use extreme caution with burning operations.
- Attended the Yuba River Chiefs meeting, which includes most of the fire districts to our North. The Chiefs are trying to formalize their group.
- Training – EMT class is going well, NSJFPD has three firefighters attending. NSJFPD will be coordinating with Whittlesey’s Junk yard for extrication training, as well as with Pike Fire Department for vehicle fire training.

- Pre-scribed burns – Ananda has completed two, assisted by NSJFPD.
- Wildfire Prevention Stakeholders Meeting- Discussed fuel breaks on the San Juan Ridge with both Don Thane, director of Nevada County Fire Safe Council, as well as Landon Hack, CAL FIRE Battalion Chief 2314. Over the next few years, there is a plan to create a continuous fuel break from the Penn Valley area through the San Juan Ridge and Malakoff, then across to Highway 20. This will involve multiple agencies as well as revisiting and maintaining past fuel breaks.
- Homeowners have displayed a decreasing interest in fire inspections and developing Firewise Communities.
- Still on time for our new apparatus in October.
- Nevada County Training Officers- Two upcoming WUI (wildland urban interface) drills: May 31st in the Cascade Shores area and June 28th in Wolf Road/McCourtney Road area. Command will be at the Rood Center, expect traffic delays. NSJFPD will be sending equipment.
- Firefighter gear theft is on the rise. However, no instances in our department.

Rhea Williamson inquired about the high fire danger in French Corral, and whether the fire Department could focus attention on that area. Chief Flores replied that the Department focuses on the whole district equally as problems with homeowners insurance is encountered throughout the District.

Pat Leach relayed that she toured the entire District with the new CAL FIRE Battalion Chief Landon Hack. She was able to discuss our needs, interest in grants, and developing Firewise Communities.

Ed Beckenbach asked to move items 6.A and 6.B to accommodate the presence of Paul Castiglioni.

B. Treasurer's Report – Pat leach

- Donations – Donations were received as follows: \$0 for the month of January 2020.

Pat Leach suggested providing verbiage in the newsletter that donations to the Fire Department are tax deductible.

- Financials for January 2020–

Pat Leach announced that the Amazon Analytics is made available to the public in its native format. Boyd Johnson requested that the Amazon Analytics be presented in each Board Packet.

After review of the financial reports, Pat Leach moved to accept the January 2020 financials as presented, Rhea Williamson seconded, motion passed by unanimous vote.

Pat Leach announced that we have copies of the audit, comments start on page 25. We are working to change procedures to address comments.

- C. District Manager's Report – Tracy Corris
There were some issues with the bay doors at Station 3 facing Tyler Foote. The door crashed down and broke glass. Moule Paint and Glass replaced the broken glass but the plastic moldings still need to be replaced.
- D. Firefighters Association Report – Kritters Blevins
 - No Report.
- E. LAFCo Report – Ed Beckenbach
No meeting, no report.
- F. Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Pat Leach
 - Fire Safe Council- 40 certified by NFPA Firewise Communities, and 42 in the process of becoming Firewise Communities in Nevada County. There is no information on Grants for this year.
 - FireWise Coalition – If anyone can attend at least one a year, it is worthwhile. Over 60,000 of our 98,000 residents are in Firewise Communities.
 - Ridge FireWise Communities (RFWC) - 16 working towards certification. Requests for defensible space inspections is starting to pick up again, but still down from last year.
- G. NCFA Report – Pat Leach.
 - Meeting is coming up.

6. OLD BUSINESS:

- A. R2020-01 Appreciation of Paul Castiglioni's Service to NSJFPD- Ed Beckenbach
Paul has served with NSJFPD for 31 years. Ed Beckenbach read resolution 2020-10.

Pat Leach moved to pass resolution 2020-01, Rhea Williamson seconded, motion approved by unanimous roll call vote 3-0-0-2, Board Members Bruce Boyd and Tim Tschantz were absent.

Paul Castiglioni has enjoyed his time with the Department, it is fulfilling work and serves a purpose. He hopes he has helped people along the way.

- B. Paul Castiglioni Recognition of Service- Ed Beckenbach
Ed Beckenbach read the plaque aloud. The Board had a five minute recess for refreshments.
- C. District Manager (Finance & Facilities) Salary – Ed Beckenbach
Ed Beckenbach relayed that Tracy's evaluation has been completed.

Ed Beckenbach moved to approve a cost of living increase for Tracy Corris of 2% from \$37/hour to \$38/hour, retroactive from September 1, 2019. Pat Leach seconded. Motion approved by unanimous vote.

- D. Fire Chief's Contract- Ed Beckenbach
Contract is still under negotiation.

7. NEW BUSINESS

- A. Directors & Officers Liability Insurance- Rhea Williamson
Board Members are currently covered under general liability. Rhea Williamson suggested the Board be covered under Directors and Officers (D&O) coverage in addition to general liability. D&O covers how you manage affairs of the business, general liability covers for issues resulting from the production of products or delivery of service. The cost ranges from \$600-\$1,000/year, and protects officers from having their personal assets claimed as part of a lawsuit.

Tracy Corris will contact our insurance agent and report back at the next meeting.

Pat Leach would like to discuss at the next Finance Committee Meeting.

- B. Educational Scholarship Fund for Firefighters- Rhea Williamson.
Rhea Williamson suggested a scholarship fund for firefighters to ensure firefighters do not pay out of pocket for training. Tracy Corris ensured every dollar a firefighter spends on training that benefits the District is reimbursed. The Auxiliary is currently looking to establish such a fund. Rhea is currently working on an article for the newsletter to advise the public on this new donation avenue.
- C. Board Goals – Ed Beckenbach
Ed Beckenbach- Provide more bay storage for apparatus; Upgrade the kitchen at Station 1.
Rhea Williamson- Residence at Station 1; integrate with other non-profits and entities on the Ridge for better coordination and cooperation.
Pat Leach- certifying Firewise Communities on the Ridge; Strategic plan for equipment replacement and financial planning.
- D. Personnel Committee – Ed Beckenbach
Ed Beckenbach is looking to restructure the Personnel Committee to formalize the Department's procedures. A discussion ensued regarding whether to make the Personnel Committee a Standing Committee or not.

8. **NEXT MEETING:** March 24, 2020 at 7:00 PM

9. **ADJOURNMENT:** Meeting adjourned at 8:49 PM.

Heidi Ryan

Heidi Ryan, Board Secretary