

NORTH SAN JUAN FIRE PROTECTION DISTRICT

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BOARD OF DIRECTORS

REGULAR MEETING

Tuesday, February 22, 2022

Final – Adopted March 22, 2022

PRESENT: Tim Tschantz, Chair; Bruce Boyd, Vice-Chair; Pat Leach, Treasurer; Rhea Williamson; Samantha Hinrichs

ABSENT: None

1. CALL TO ORDER: Meeting called to order at 7:01 PM. Roll taken. Quorum established. Pledge of Allegiance.

2. APPROVAL OF February 22, 2022 REGULAR BOARD MEETING AGENDA

Bruce Boyd moved to approve the agenda with item 7.A removed, Pat Leach seconded, motion approved with four “Aye’s” and one “Abstain”.

3. PUBLIC COMMENT:

No public comment.

4. CONSENT CALENDAR:

A. Minutes of November 30, 2021, Regular Board Meeting

Rhea Williamson moved to approve the Minutes of January 25, 2022, Pat Leach seconded, motion passed by unanimous vote.

5. ANNOUNCEMENTS:

Pat Leach announced that she has been accepted into a Community Wildfire Mitigation Best Practices class with 50 individuals from across the country and Canada. It is put on by Coalitions and Collaboratives. The focus of the class will be to communicate mitigation best practices to communities. Pat hopes her involvement in this class will benefit both the fire department as well as the Fire Safe Council.

6. REPORTS

A. Chief’s Report – Chief Jason Flores

i. January 2022 Statistics

- Chief Flores summarized the call data for January 2022.
- Discussions continue on how best to track marijuana related incidents to quantify how the industry may or may not be impacting the Department.
- One additional firefighter will be testing for operating the water tender for their firefighter endorsement.

- Some of the departments larger vehicles have gone in for service. WT 6191 recently have a fuel line repaired.
- Rescue 6134 is having mechanical issues and will likely need to be replaced. According to the recently adopted Apparatus Replacement Plan, Rescue 6134 is slated for replacement this year.
- We have three new firefighter applications.
- SCBA's were delivered today. Fire staff will be creating a tracking and maintenance record file for the new SCBA's.

Pat Leach asked if NSJ Fire is seeing an increase in mutual aid calls to Camptonville. Chief Flores responded that there was one response to Camptonville for the month of January. Chief Flores is still planning to discuss training needs with the Camptonville Fire Chief.

Tim Tschantz asked if there have been more escaped control burns this year as compared to previous years. Chief Flores responded that there does appear to be an increase in control burns (broadcast burns and pile burning), but the department has not experienced an increase in escaped control burns.

Bruce Boyd asked if the Covid Task Force has been disbanded. Chief Flores and Deputy Chief Browning will discuss and report back to the Board at the March Board meeting. Deputy Chief Browning added that we are currently focusing on staying up to date with any changes regarding masking, isolation, and quarantining.

Deputy Chief Tom Browning added that he and Pat Leach attending a meeting on the NSJ Hydrant System. The proposed water holding tank will be near the dump and church on Flume Street. Tom also discussed the possibility of a fire brigade in Ananda.

B. Treasurer's Report – Pat leach

i. Financials- January 2022: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card

We are still waiting on payment for two out-of-county/coverage assignments from fire season 2021, Lynn McGarva will summarize the out-of-county/coverage assignment activity once all payments have been received.

Bruce Boyd moved to approve the January 2022 Financials as presented, Samantha Hinrichs seconded, motion passed by unanimous vote.

ii. Authorize Deputy Fire Chief to be an Authorized Signer.

Rhea Williamson noted that the email address listed for Samantha Hinrichs was incorrect and Rhea Williamson's name had a misspelling.

Bruce Boyd moved to approve adding the Deputy Fire Chief, Tom Browning as an authorized signer with the form corrected, Pat Leach seconded, motion passed by unanimous vote.

C. Firefighters Association Report – Chris Rainville

- Account balance is over \$13,000.

- Working on a drive-through fundraiser for April, serving chili and cornbread.
- Firefighter Social event on April 30th.
- Working on obtaining a non-profit status.
- Next Meeting is March 16th.

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

The Fire Safe Council is ramping up hiring in preparation for upcoming grants focusing on risk management, mitigation, and defensible space. Contractors on the Ridge specializing in these areas of work should contact the Fire Safe Council for potential job opportunities. North San Juan Fire should rally local grant writers to write grants for shovel ready projects. More details regarding the upcoming grants will be presented when they are available.

There are two communities on the Ridge still waiting for FireWise Certification.

E. NCFCA Report – Pat Leach.

The Nevada County Fire Authority is working on developing a replacement fund for radio equipment in the vaults. The group will also be discussing the air compressor and eventual replacement of that system.

7. OLD BUSINESS

A. Water Storage Committee Update- Bruce Boyd

This item was removed from the Agenda.

B. “Preparing for Large Fires” – Tim Tschantz

Tim Tschantz would like to contact CAL FIRE regarding prescribed fire workshops. Samantha Hinrichs attended a recent prescribed fire workshop put on by CAL FIRE and relayed that it was an excellent opportunity.

Rhea Williamson asked to work on updating our “Please be Fire Ready” flyer and District specific ZoneHaven maps now so we can have those ready to distribute early in fire season.

Tom Browning added that Mary Eldridge (CAL FIRE PIO) has offered to provide relevant brochures and hand outs and will ensure distribution locations are stocked.

Boyd Johnson suggested adding an article to the newsletter giving readers an overview of what to expect during a large wildfire: response timeframe, operational overview, etc.

C. Landscaping at Station 3 – Tom Browning

Tom Browning has met with Nyema of Mountain Woman Landscape and is formalizing a written contract. With a budget of \$2,500, Nyema’s focus will be the irrigation system, and making station 3 an exemplary example of fire safe landscaping. Nyema will work at station 3 once a month. In addition to her ongoing costs, and to increase the defensible space at station 3, Nyema will replace plants along Tyler Foote with bulbs, and replace bark mulch with decomposed granite. Onetime costs for these changes are anticipated to be between \$1,000-\$1,500.

D. Resolution 2022-01 & Measure Q Rate Increase Discussion – Pat Leach

Resolution 2022-01 formalizes that the Board will consider applying a pre-approved COLA to Measure Q annually in February. Tom Browning suggested that the Finance Committee discuss applying a COLA at their January meeting, then recommend action to the Board at the February Board meeting.

Bruce Boyd moved to approve Resolution 2022-01, Samantha Hinrichs seconded, motion passed by roll call 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

Pat Leach presented data on what applying a COLA of 3% to Measure Q would equate to. The Board will be asked to approve applying a COLA of 3% at the March Board meeting.

E. Newsletter Update – Rhea Williamson

Rhea Williamson announced that two firefighters have offered to help coordinate the Newsletter: Melanya Gonshorowski and Sambhava Burke. The new anticipated distribution date of the newsletter is March 2. Rhea asked the Board and Chief officers to assist by supplying requested content as soon as possible.

8. NEW BUSINESS

A. Board Goals – Tim Tschantz

No new goals presented

B. Sick Leave Hour Loan – Heidi Ryan

Rhea Williamson asked to have the authorization amended so the language clearly states that this sick leave loan is only for this specific medical leave and does not set precedent. The amended authorization will read, *“Recommendation: Authorize the District Manager to borrow unearned sick leave hours to cover time off for medical leave beginning March 1st with a duration of 4-6 weeks.”* Rhea also noted that the Personnel Committee could work on formalizing a program like this if the Board was interested in doing so.

Bruce Boyd moved to approve the amended authorization, Pat Leach seconded, motion passed by unanimous vote.

C. District Manager of Operations and Personal Salary Increase – Tim Tschantz

The District Manager of Operations is currently at Step 3, \$22/hour, the Personnel Committee recommends she be moved to Step 4, \$23/hour retroactive to October 6, 2021.

Bruce Boyd moved to approve a step increase to \$23/hour for the District Manager of Operations and Personnel retroactive to October 6, 2021, Pat Leach seconded, motion passed by unanimous vote.

D. CLOSED SESSION; Pursuant to Section 54967 of the Brown Act: Public Employee Performance Evaluation: Fire Chief

E. Report on Closed Session

The Board provided an evaluation on the Fire Chief and are very pleased. No action was taken.

9. NEXT MEETING: March 22, 2022, time, and location to be determined.

10. ADJOURNMENT: Meeting adjourned at 9:31 PM.

Heidi Ryan

Heidi Ryan, Board Secretary