NORTH SAN JUAN FIRE PROTECTION DISTRICT

13200 Tyler Foote Crossing Rd., Nevada City, California
Phone (530) 292-9159 ♦ Fax (530) 292-1417 ♦ info911@nsjfire.org ♦ www.nsjfire.org

BOARD OF DIRECTORS – REGULAR MEETING
Tuesday, June 25, 2024, 6:00 PM
AGENDA

1. **6:00 PM - CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE**

Action 2. **6:01 PM or as soon thereafter as possible - APPROVAL OF June 25, 2024 REGULAR BOARD MEETING AGENDA**

3. **PUBLIC COMMENT ON MATTERS NOT ON AGENDA** *As per the Brown Act, members of the community are free to speak on any item of interest to the public that is within the subject matter jurisdiction of the Board. The Chair will recognize individuals who wish to speak. Comments should be directed to the Board. Each individual shall be given one opportunity to speak. Please limit your comments to five minutes. No action may be taken by the Board concerning items not on the agenda.*

4. **MINUTES**

Action **A.** Minutes of May 28, 2024 Regular Board Meeting 🕮

5. **ANNOUNCEMENTS.** *As per the Brown Act, a Board member may make a brief announcement or report on his or her own activities. Board members may also provide a reference to staff or other resources for factual information, request staff to report back to the Board at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.*

6. **REPORTS**
   - **A.** Board Chair Report – Bruce Boyd
     - **i.** Correspondence 🕮
   - **B.** Chief's Report – Jason Flores
     - **i.** May 2024 Statistics 🕮
     - **ii.** Current Department Activity
   - **C.** Treasurer's Report – Rhea Williamson

Action
     - **i.** Financials- May 2024: Funds Summary, Deposit Detail, Disbursements, Cal Card 🕮
     - **ii.** Mitigation Report 🕮
   - **D.** Firefighter Association Report – Sambhava Burke
   - **E.** Fire Safe Council/FireWise Coalition/Ridge FireWise Communities Report – Pat Leach
   - **F.** NCFA Report – Pat Leach
   - **G.** Auxiliary Report – Sasha St. John

7. **OLD BUSINESS**
   - **A.** Hydrant Committee Update – Tom Browning

Action
   - **B.** 2nd Reading: District Org Manual Change; Purchasing Policies, Section 2307 🕮
   - **C.** Forest Reserve Fund Grant – Bruce Boyd

8. **NEW BUSINESS**
   - **A.** CWPP Update Discussion – Bruce Boyd

Action
   - **B.** Swiftwater PPE Purchase – Tom Browning 🕮

Action
   - **C.** Resolution 2024-04 Collection of Special Tax (Measure Q) – Rhea Williamson🕮

Action
   - **D.** Resolution 2024-05 Authorizing Nevada County Auditor Controller to Collect Special Taxes – Rhea Williamson 🕮

Action
   - **E.** Resolution 2024-06 Capital Mitigation Plan Update – Bruce Boyd 🕮
   - **F.** Fire and Rescue Mutual Aid Agreement – Jason Flores 🕮
   - **G.** CLOSED SESSION: Pursuant to Section 54967 of the Brown Act: Public Employee Performance Evaluations: District Manager of Finance and Facilities, Board Secretary
   - **H.** Report on Closed Session

9. **NEXT MEETING: July 23, 2024 at 6:00 PM**

10. **ADJOURNMENT**

Agenda posted 72 hours prior to the meeting at: Fire Stations 1 and 3, Mother Trucker's, Sierra SuperStop, NSJ Post Office, Petersons. Current meeting minutes posted on NSJFPD website (www.nsjfire.org). In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District office at 292-9159. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements.

4.A

Draft Minutes of
May 28, 2024

NORTH SAN JUAN FIRE PROTECTION DISTRICT

13200 Tyler Foote Crossing Rd., Nevada City, California 95959
P.O. Box 299, North San Juan, CA 95960
Phone (530) 292-9159 Fax (530) 292-1417
www.nsjfire.org
info911@nsjfire.org

BOARD OF DIRECTORS
REGULAR MEETING
Tuesday, May 28, 2024
Draft

PRESENT: Bruce Boyd, Chair; Samantha Hinrichs, Vice-Chair; Rhea Williamson, Treasurer; Tim Tschantz; Pat Leach
STAFF: Jason Flores, Fire Chief; Tom Browning, Deputy Fire Chief; Lynn McGarva; Heidi Ryan

ABSENT: None

1. **CALL TO ORDER:** Meeting called to order at 6:00 PM. Roll taken. Quorum established. Pledge of Allegiance.

2. **APPROVAL OF April 23, 2024, REGULAR BOARD MEETING AGENDA**
   Rhea Williamson moved to approve the May 28, 2024 agenda, Tim Tschantz seconded, motion carried 5-0-0-0.

3. **PUBLIC COMMENT:**
   Liz Walsh wanted to commend the Finance Committee for their development and preparation of the budget.

4. **MINUTES:**
   A. **Draft Minutes of April 23, 2024 Regular Board Meeting**
      Rhea Williamson moved to adopt the Draft Minutes of April 23, 2024, Samantha Hinrichs seconded, motion carried 5-0-0-0.

5. **ANNOUNCEMENTS:**
   None.

6. **REPORTS**
   A. **Board Chair Report – Bruce Boyd**
      The California Public Utilities Commission has rejected AT&T request to drop landlines. Additionally, LAFCo has identified a small area of land North of our District that we could incorporate.

      i. **Correspondence**
         Correspondence from California Public Utilities Commission.

   B. **Chief's Report –Chief Jason Flores**
      i. **April 2024 Statistics**
         Jason Flores provided a summary of the April 2024 statistics.

ii. **Current Department Activity**

Chief Flores

- Firefighters cooked food for the Scotch Broom Breakfast.
- Firefighters had a work party at Station 1 to prep the grounds for the Scotch Broom Breakfast.
- The burn ban will likely be established in early June.
- Debris escapes have increased.
- US Forest Service is in moderate fire danger.
- 6130 and 6132 are getting some repairs done.
- Firefighters Casey Fites-Kaufman and Tommy Davis have been updating our radios with current CAL FIRE and US Forest Service loads.
- The Yuba River Fire Chief's met and are planning to conduct a field day to run drills. Camptonville is still looking for volunteers, including a Fire Chief.
- Chief Flores welcomed back Chris Rainville, Micah Gross, and Alejandro Rodriguez, all three recently graduated from Firefighter 1 Academy.

Chief Browning

- The Nevada County Law Enforcement Fire Protection Council is asking for each department to provide a state of their department on June 13th.
- Community Agencies United for Safe Schools and Safe Street (CAUSSSS) announced that suicide rates in the County are down.
- On May 16th, Tom participated in a Water Safety Training at Nevada Union High School and will be conducting the same training at Grizzly Hill School on June 5th.
- The South Yuba River Cohorts have developed mile markers along river trails from Edwards to Purdon. There are also 4 emergency cell phones along the trail. The mile markers will help emergency responders pinpoint where victims are located better. The Cohort will also be working with State Parks to have life jackets available once the river is safe to swim.

Rhea Williamson noted that she hears the Chief Officers discuss various training and public education endeavors, but she is not seeing them captured in the monthly statistics. Chief Flores said he will remind staff to complete and submit training logs.

C. **Treasurer's Report – Rhea Williamson**

i. **Financials- April 2024: Funds Summary, Disbursement Detail, Deposit Detail, Cal Card**

Rhea Williamson presented the Financials for April 2024.

Samantha Hinrichs moved to approve the April 2024 Financials and Cal Card as presented, Tim Tschantz seconded, motion carried 5-0-0-0.

ii. **Capital Outlay Projects**

Tom Browning announced that the Finance Committee met and discussed five Capital Outlay Projects, as well as funding sources. Of the five projects, the Finance Committee approved three of those projects to be presented to the Board: $18,000 match to the Forest Reserve Fund Grant award for water storage tanks on Purdon/Murphy Road; $4,000 for a new telephone system at Station 3; and

$200,000 to expand the bay at Station 3. Tom asked the Board to approve these three projects to get them added to the FY 2024-25 Budget.

Pat Leach moved to approve the three Capital Outlay projects as presented, Samantha Hinrichs seconded, motion passed by the following roll call vote:

Samantha Hinrichs: Aye
Rhea Williamson: Aye
Pat Leach: Aye
Tim Tschantz: Aye
Bruce Boyd: Aye

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

iii. **FY 2024-25 Preliminary Budget**

When looking at the proposed Preliminary Budget, Rhea Williamson noted that pink indicates the line item is being decreased from the previous year, green means the line item in being increased from the previous year, and notes regarding changes are in blue. Additionally, Tom Browning created a summary of all the significant changes proposed from the previous year.

Rhea Williamson went through the proposed Preliminary Budget line by line and discussed significant changes.

Due primarily to the increase in liability insurance (from $12,700 in 2020 to $52,000 in 2024) the Finance Committee has had to cut $40,000 from the budget. One of the major cuts was $20,000 to firefighter paid call, which eliminated the program. This cut was discussed with the firefighters and at this time, the firefighters are not concerned about the loss of this program.

Rhea Williamson moved to approve the FY 2024-25 Preliminary Budget as presented, Tim Tschantz seconded, motion passed by the following roll call vote:

Samantha Hinrichs: Aye
Rhea Williamson: Aye
Pat Leach: Aye
Tim Tschantz: Aye
Bruce Boyd: Aye

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

iv. **Funds Transfer**

Samantha Hinrichs moved to approve transferring $54,848 from Measure Q Fund (6717) to General Fund (6720) and $2,300 from AB1600 Mitigation Fund (6777) to General Fund (6720), Pat Leach seconded, motion passed by the following roll call vote:

Samantha Hinrichs: Aye
Rhea Williamson: Aye

Pat Leach: Aye
Tim Tschantz: Aye
Bruce Boyd: Aye

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

D. **Firefighters Association Report – Sambhava Burke**
   - Association has a little over $4,000 balance.
   - Discussing fundraising ideas, in addition to the Spaghetti Dinner
   - Firefighters are looking into the SAFER grant to help offset the cuts to paid call
   - Developed a "wish list" they would like to present to the Fire Auxiliary

E. **Fire Safe Council /FireWise Coalition/Ridge FireWise Communities Report – Pat Leach**
Pat Leach announced that close to 400 people have bought tickets for the upcoming fundraiser on June 1st. Additionally, CAL FIRE has developed a program to train resident FireWise Community leaders. This training will be two days, date to be determined.

F. **NCFA Report – Pat Leach.**
Next meeting is Thursday, May 30th.

G. **Auxiliary Report – Sasha St. John**
No report.

7. **OLD BUSINESS**

A. **Hydrant Committee Update – Tom Browning**
Tom Browning and Bruce Boyd attended the last Board of Supervisors meeting where they approved sending out a ballot to the residents of the Community Service Area that will serve the proposed fire hydrant system in North San Juan. We have received the ballots for our two parcels affected, they are due July 5th. Tom has asked the Board to sign the ballots. The Board agreed that the Board Chair can submit the ballots.

Additionally, Nevada County provided an agreement to NSJFPD to have the well at Station 1 be used in a monitoring program after the hydrant system is installed. The well will be monitored to ensure the water lever and quality is not negatively impacted during tank refilling operations, which will be primarily conducted during winter months. Board Chair Bruce Boyd signed the agreement.

B. **Resolution 2024-01, Retention Schedule – Heidi Ryan**
Rhea Williamson moved to adopt Resolution 2024-01 to amend the current retention schedule, Pat Leach seconded, motion passed by the following roll call vote:

Samantha Hinrichs: Aye
Rhea Williamson: Aye
Pat Leach: Aye
Tim Tschantz: Aye
Bruce Boyd: Aye

Aye: 5 Noes: 0 Abstain: 0 Absent: 0

C. **Grant Award: Forest Reserve Fund Grant – -Bruce Boyd**
Bruce Boyd announced that we were awarded $18,000 for the Forest Reserve Fund Grant. Funds will be used to install water storage tanks on Murphy Road near Purdon Road.

8. **NEW BUSINESS**

A. **Resolution 2024-03 Applying a COLA to Measure Q for FY 2024-25 – Rhea Williamson**
Rhea Williamson announced that the Finance Committee voted to apply a cost-of-living adjustment (COLA) to Measure Q in the amount of 2.66%. If passed, many of our constituents will see a $1.71 increase on their tax bill. This will increase our revenue from Measure Q by $5,865.

Bruce Boyd opened the Public Hearing. Having no comments the Public Hearing was closed.

Samantha Hinrichs moved to adopt Resolution 2024-03 to apply a 2.66% COLA to Measure Q, Tim Tschantz seconded, motion carried by the following roll call vote:

Samantha Hinrichs: Aye
Rhea Williamson: Aye
Pat Leach: Aye
Tim Tschantz: Aye
Bruce Boyd: Aye

Aye: 5 Noes: 0 Abstain: 0 Absent: 0

B. **1st Reading: District Org Manual Change to Purchasing Policies, Section 2307– Tom Browning**
Tom Browning asked the Board to change the limit of discretionary purchases from $2,000 to $5,000. This will allow purchases to be made up to $5,000 without needing approval from the Board. Any purchase over $5,000 will require Board approval and up to three bids from vendors.

This will come back to the Board at the June meeting for a second reading and Board approval.

C. **South Yuba Rim Hazardous Fuels Reduction Project – Tom Browning**
Tom Browning and Tim Tschantz attended the South Yuba Rim Hazardous Fuels Reduction Project Committee meeting. This project is different from a fuel break on a ridgetop, it will include more fuel reduction efforts leading up to the fuel break. The proposed area for this project will roughly be from Bridgeport to Malakoff Diggins. The next step will be a community meeting.

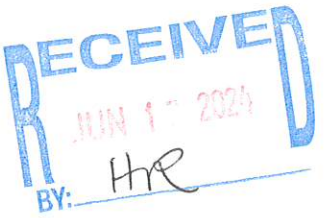
9. **NEXT MEETING:** June 25, 2024, at 6:00 PM.
10. **ADJOURNMENT:** Meeting adjourned at 7:55 PM.

Heidi Ryan
Heidi Ryan, Board Secretary

6.A.i

Correspondence

June 12, 2024



To: Board of Directors
North San Juan Fire Protection District
P.O. Box 299
North San Juan, CA 95960

Dear Board Memebers,

If 150 years from now archeologists were to examine the ruined foundations of NSJVFD Station 3 they would see immediately that it was built as a "drive through" with bollards protecting the building from one way traffic entering through the rear and exiting the front onto Tyler Foote. It would take little further research for them to learn why this was the case. The "drive through" configuration is an "engineering control," OSHA's top tier type of safety measure, meant to protect firefighters and station property from injury and damage caused by vehicle backing collisions. Engineering controls continue to work when training and adherence to SOP's fall short.

At the most recent Finance Committee and Board of Directors' meetings the proposal to spend $200K to extend the length of the bay was approved. A larger bay at Station 3 seems clearly meant to make it easier to park 4 vehicles inside, all of which would likely be backed in. It is a disappointment that there occurred no mention, let alone any discussion, of what this change in station architecture might mean in terms of the original design of the building. Or do fictitious future archeologists know more than current Directors and staff about these issues?

Some thoughts:

There have been complaints over the years of crowding in the bay, most persistently by Paul Castiglioni. But there has been no recent effort not to park every vehicle possible inside. If a point has been reached requiring a $200k bay extension because our new engine takes up too much space should not the $200k be factored in as part of the cost of that engine?

Why not continue parking the utilities outside. Enhancing the security system at Sation 3, locking gas caps, and quality lockable weatherproof utility boxes are comparatively low cost measures to secure vehicles left outside.

Better still, send utility vehicles home with duty officers and firefighters both as a perk and to shorten response time in peripheral areas of the District.

With 6160 sold to Pike isn't there an empty space for vehicles at Station 2?

Why is this project a priority over vehicle replacement? $200k would go a long way toward replacing vehicles. And could also be used to replace lost firefighter incentives.

Sincerely,

Boyd Johnson
P.O. Box 708
North San Juan, CA 95960

6.B.i

May Statistics

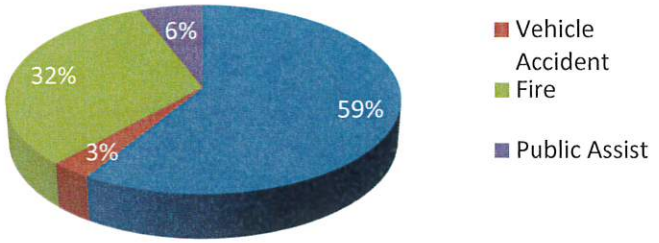
NSJFPD INCIDENT RESPONSE DETAIL - May 2024

Date	ER Type	Location	Minutes	Number of Personnel	Notes	Out of District	Response Time
5/1	Smoke Check	Purdon Bridge (012072)	22	2	Unable to Locate		
5/1	Debri Check	Hwy 49 (012083)	27	2	Extinguished		14
5/1	Medical Aid	Sweetland (012084)	42	2	SNMH Transport		9
5/6	Medical Aid	Birchville (012565)	36	2	Patient Contact		9
5/6	Vehicle Accident	Pleasant Valley (012569)	80	7	SNMH Transport		12
5/6	Medical Aid	Kailash (012571)	40	3	SNMH Transport		12
5/7	Medical Aid	Cruzon (012669)	33	3	Patient Refused		13
5/7	Vehicle Fire	Lat/Long (012670)	62	3	Extinguished		13
5/8	Debri Check	Tyler Foote (012790)	30	4	Extinguished		8
5/9	Debri Check	Tyler Foote (012821)	32	2	Educated H.O.		7
5/9	Medical Aid	Tyler Foote (012830)	48	2	SNMH Transport		5
5/11	Public Assist	Crescent Moon (013048)	19	3	Patient Contact		8
5/13	Medical Aid	Pleasant Valley (013222)	25	4	Unable to Locate		12
5/13	Debri Check	Long Point (013224)	84	3	Fire Out on Arrival		33
5/15	Medical Aid	Pleasant Valley (013392)	33	3	Medic 44 Transport		14
5/15	Medical Aid	Miser (013429)	31	2	SNMH Transport		23
5/15	Medical Aid	Tyler Foote (013441)	135	3	SNMH Transport		8
5/16	Medical Aid	Sweetland (013550)	44	2	SNMH Transport		10
5/16	Medical Aid	Tyler Foote (013595)	30	1	SNMH Transport		15
5/18	Medical Aid	Lightland Ct. (013808)	67	1	Patient Contact		18
5/19	Vehicle Fire	Murphy Rd. (013810)	81	1	Extinguished		23
5/19	Medical Aid	School St. (013882)	45	2	SNMH Transport		10
5/19	Medical Aid	Sages (013895)	93	6	Patient Contact		12
5/21	Public Assist	Maidu Ridge (014100)	27	2	Non-emergency		15
5/22	Medical Aid	Tyler Foote (014142)	26	2	SNMH Transport		0
5/23	Medical Aid	Sweetland (014256)	47	2	Unable to Locate		7
5/24	Medical Aid	Sweetland (014333)	36	3	SNMH Transport		13
5/25	Medical Aid	School St. (014505)	38	2	SNMH Transport		15
5/26	Wildland Fire	Bridgeport (014570)	20			*	
5/26	Wildland Fire	Old Mill (014598)	328	4	Extinguished		24
5/29	Medical Aid	Hwy 49 (014892)	64	3	Patient Contact		7
5/30	Wildland Fire	Camptonville (014985)	333			*	143
5/30	Medical Aid	Hwy 49 (014996)	46	2	SNMH Transport		9
5/31	Vehicle Fire	Pendola Rd. (015057)	11	3	Canceled		

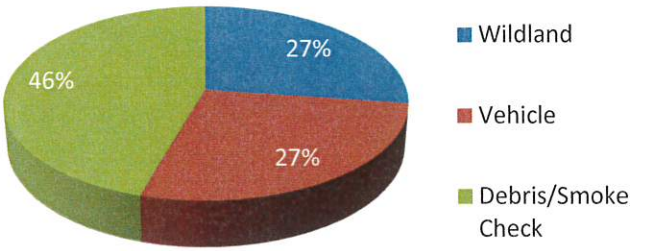
Total Calls:	**34**
Total Man Hours:	**90.02**
Average FF/Call:	**2.5**
avg response time	10 (15)

North San Juan Fire Department
Call Details
May 2024

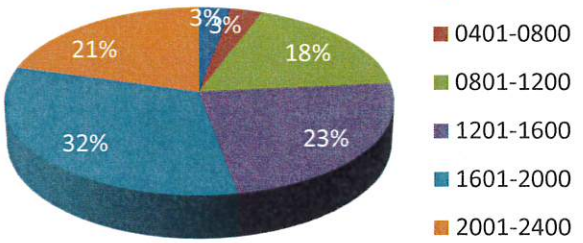
Call Type



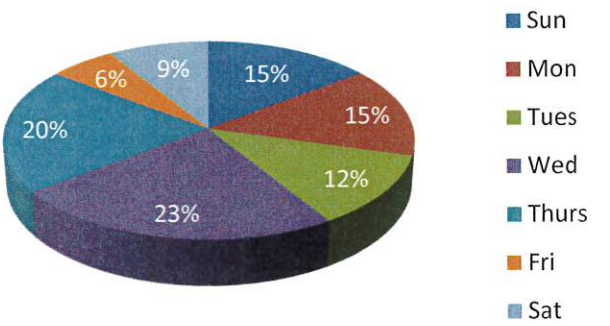
Fire Type



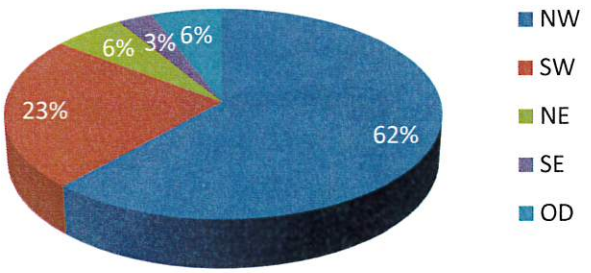
Time of Day

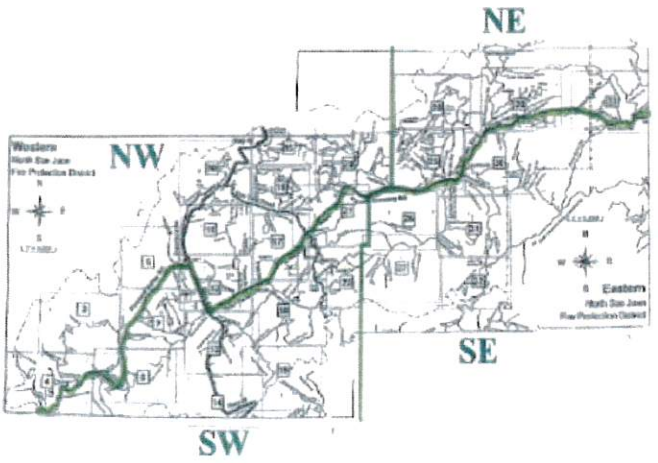


Day of Week



District Area





NORTH SAN JUAN VOLUNTEER FIRE DEPARTMENT

2024 SUMMARY/YEAR TO DATE ACTIVITIES													
Emergency Response	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Medical Aid	18	17	23	22	20								**100**
Vehicle Accident	2	3	3	3	1								**12**
Fire - Structure	2	4	1										**7**
Fire - Wildland			2	3	3								**8**
Fire - Structure/Wildland													**0**
Fire - Vehicle		1			3								**4**
Fire - Vehicle/Wildland													**0**
Fire - Smoke Check					1								**1**
Fire - Debris Check		2		2	4								**8**
Fire - Other													**0**
Fire - False Alarm													**0**
Fire - Menace Standby													**0**
Hazard		2	1										**3**
Public Assist	3	2	2	2	2								**11**
Other	1	1											**2**
Totals:	**26**	**32**	**32**	**32**	**34**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**156**

Previous Years Summary				
2024	**2023**	**2022**	**2021**	**2020**
100	267	224	215	188
12	43	45	69	44
7	17	14	22	8
8	20	18	31	23
0	0	5	0	0
4	3	7	7	6
0	0	1	0	0
1	2	17	32	30
8	15	0	0	1
0	0	0	0	1
0	0	1	0	0
0	2	4	8	2
3	12	5	12	12
11	13	16	15	10
2	0	4	4	5
156	**394**	**361**	**415**	**330**

2024 Monthly Totals	26	32	32	32	34	0	0	0	0	0	0	0	**156**
2023 Monthly Totals:	21	25	43	37	42	35	38	29	34	35	24	31	**394**
2022 Monthly Totals:	23	25	29	23	37	25	35	40	32	27	31	34	**361**
2021 Monthly Totals:	28	21	16	35	48	50	39	39	32	42	32	33	**415**
2020 Monthly Totals:	21	26	28	22	24	37	43	27	23	32	26	17	**326**

Other Activities	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Department Training	5	4	4	4	5								**22**
Special Training	1				1								**2**
External Training				1									**1**
Work Party					1								**1**
Public Education					1								**1**
Public Service													**0**
Totals:	**6**	**4**	**4**	**5**	**8**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**27**

Out of District Responses	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024 Monthly Totals:	0	1	3	3	2								9
2023 Monthly Totals:	2	3	5	3	4	4	7	3	8	7	1		45
2022 Monthly Totals:	1	3	5	3	5	1	3	3	3	3	0	2	31
2021 Monthly Totals:		1	2	7	5	5	3	2	3	2	4	1	35
2020 Monthly Totals:	1	2	2	2	1	4	2	7	3	0	0	2	**26**

6.C.i

May Financials

NSJ Fire Protection District

Funds Summary

Period Ending 05/31/2024

	May 31, 2024
Current Assets	
Tri-Counties Bank (Petty Cash)	**$ 352.00**
6720 General Fund	**$ 417,934.69**
GF Capital Equipment Fund	**$ 400,000.00**
GF Capital Improvement Fund	**$ 274,300.93**
GF Reserves	**$ 200,000.00**
Measure Q Fund	**$ -**
Measure Q Reserves	**$ 215,970.66**
6777 Mitigation	**$ 23,376.71**
Total Current Assets	**$ 1,531,934.99**

Account	Begin Balance	Deposits	Transfer IN	Expenses	Transfer OUT	Balance
Tri-Counties (Petty Cash)	$ 406.00			$ (54.00)		$ 352.00
Total Petty Cash						**$ 352.00**
General Fund	$ 496,427.81	$ 7,648.78		$ (86,141.90)		$ 417,934.69
GF Equipment Fund	$ 400,000.00					$ 400,000.00
GF Capital Improvement	$ 274,300.93					$ 274,300.93
GF Reserves	$ 200,000.00					$ 200,000.00
Total 6720 General Fund						**$ 1,292,235.62**
Measure Q Fund						$ -
Measure Q Fund Reserve	$ 215,970.66					$ 215,970.66
Total 6717 Measure Q Fund						**$ 215,970.66**
Mitigation Fund	$ 23,376.71					$ 23,376.71
Total Mitigation Fund						**$ 23,376.71**

Assests as of 05/31/24 $ 1,531,934.99

NSJ Fire Protection District

Deposit Detail

May 2024

	Date	Name	Memo	Account	Amount
	05/15/2024		**Deposit**	**10720 · GF General Fund**	**500.00**
			Getz	46180 · Donations	-500.00
TOTAL					-500.00
	05/22/2024		**Deposit**	**10720 · GF General Fund**	**6,851.34**
			Mar-24	44960 · Prop 172 Public Safety	-3,563.46
			Apr - 24	44960 · Prop 172 Public Safety	-3,287.88
TOTAL					-6,851.34
	05/29/2024		**Deposit**	**10720 · GF General Fund**	**267.60**
			Deposit	40030 · Current Unsecured Tax	-12.59
			Deposit	40040 · Prior Unsecured Tax	-5.45
			Deposit	40170 · Supplemental Secured Tax	-223.09
			Deposit	40180 · Supplemental Unsecured Tax	-19.34
			Deposit	40280 · Supplemental Prior Unsecured	-7.13
TOTAL					-267.60
	05/02/2024		**Deposit**	**10777 · 6777 -Mitigation (AB1600) Fund**	**611.83**
			Sierra Family Health	47000.1 · Mitigation Fees	-611.83
TOTAL					-611.83
	05/15/2024		**Deposit**	**10777 · 6777 -Mitigation (AB1600) Fund**	**609.00**
			Malcom Hunt	47000.1 · Mitigation Fees	-609.00
TOTAL					-609.00
		*	**STALE DATED CHECK**	**C. Moorehouse Check # 264550**	-29.84
					-29.84

NSJ Fire Protection District
Check Listing by Bank Account
May 2024

Date	Name	Memo	Paid Amount
10250 · Tri-Counties Bank - Petty Cash			
05/14/2024	DMV	Snowmobile Registration	-54.00
Total 10250 · Tri-Counties Bank - Petty Cash			-54.00
10720 · GF General Fund			
05/01/2024	Life Assist, Inc.	Oximeter Case	-11.55
05/01/2024	Hills Flat Lumber	Hardware for Electrical Tool Mounts	-26.23
05/01/2024	Fire Risk Management Service (FRMS)	April 2024 Life Ins	-169.60
05/01/2024	Fire Risk Management Service (FRMS)	May 2024 Life Ins	-169.60
05/01/2024	PG&E Station #1	Station 1 & Station 2	-180.53
05/01/2024	Burke, Connor (reunb)	EMR Sierra College	-199.50
05/01/2024	Life Assist, Inc.	Pulse Oximeters, Nasal Cannula, Tape	-327.72
05/01/2024	Boyett Petroleum	Fuel	-383.95
05/01/2024	Colantuono, Highsmith & Whatley, PC	General Legal Counsel	-520.00
05/03/2024	FF Scott, William S. (reim)	Dump Run	-8.95
05/03/2024	Gold Country Copier, Inc.	Agreement	-78.85
05/03/2024	ACC Business	Broadband	-487.70
05/03/2024	FF Dorn, Christopher	Reissue 3rd Qtr Paid Call ACH 2411600064	-679.21
05/10/2024	Atwood Insurance	Vehicle & Liability Ins	-51,909.00
05/10/2024	Rice Business Solutions	Payroll & Tax Services	-325.00
05/10/2024	Boyett Petroleum	Fuel	-576.40
05/10/2024	Verizon Wireless	Service for Tablets	-60.86
05/17/2024	Gold Country Copier, Inc.	Agreement for Copier	-101.15
05/17/2024	Fire Risk Management Service (FRMS)	June Life Ins	-169.60
05/17/2024	Hunt Propane	Propane	-236.10
05/17/2024	US Bank	See Cal Card Charges	-1,422.58
05/17/2024	Mescher Door Company	Bay Door Repair	-1,806.00
05/17/2024	Department of Forestry & Fire	Dispatch Co-Op Agreement	-3,980.59
05/17/2024	Heidi Ryan	May Admin Pay	-495.75
05/17/2024	FF Flores, Jason	May Admin Pay	-1,678.23
05/17/2024	Lynn McGarva	May Admin Pay (Includes April Retro Pay)	-1,997.75
05/17/2024	FF Lingen, Doug	Happy Camp Incident	-12,861.17
05/17/2024	EDD	State Payroll Taxes	-346.16
05/17/2024	PG&E	Station 1 & 2	-94.57
05/22/2024	Internal Revenue Service	Federal Payroll Tax	-4,676.60
05/22/2024	EDD	State Payroll Taxes	-161.00
Total 10720 · GF General Fund			-86,141.90
TOTAL			**-86,195.90**

NSJ Fire Protection District
US Bank/Cal Card Transaction Detail Report
March 12 through April 22, 2024

Date	Name	Memo	Paid Amount
03/12/2024	Microsoft 365	Licenses	92.00
03/31/2024	Dish Network	Residence TV	102.66
03/31/2024	Microsoft 365	Licenses	110.00
04/04/2024	Tofanelli's	Chiefs Breakfast	40.36
04/08/2024	Home Depot	Dishwasher for Residence	1,025.05
04/17/2024	Staples	Binder Clips and Adding Machine I	52.51
			1,422.58

6.C.ii

Mitigation Report

North San Juan Fire Protection District
Mitigation Fund (AB-1600)
Fund # 6777
Report for FY 2023-2024

The fee rate schedule did not change during the 2023-2024 year.

A total of 11 permits were issued.

Beginning Balance of Mitigation (AB1600) (Fund #6777)	19,226.19
Annual Interest earned for the Mitigation (AB1600) Fund was	458.93
Donation	7.00
Total Fees	5,598.08
Cancellation of Permit/Fee Returned	(692.66)
Transfers made from the Mitigation Fund (6777)	(2,300.00)
Ending Fund Balance June 30 of Mitigation Fund (AB1600) (6777)	22,297.54

Following statistics are Provided:

Month	Year	Permits	Amount	Sq Ft	Issued to
July	2023	1	474.44	636	JT Heater/Cullen Lewis
August	2023	1	755.20	1280	Philip & Allison Romano
September	2023	1	495.01	839	Robert Becker
October	2023	2	446.40	1440	Mike Covert
			451.35	765	Colin Danforth
November	2023	1	346.84	1196	JT Heater
December	2023	1	495.01	839	Will Huebsch
January	2024	1	783.00	2700	Lief Herm
February	2024	0			
March	2024	1	130.00	448	Justin Shipley
April	2024	0			
May	2024	2	611.83	1037	Sierra Family Health
			609.00	2100	Malcomb Hunter
June	2024				
Totals:		11	5,598.08	13,280.00	

7.B

2nd Reading: District Org Manual Change, Section 2307

2307. PURCHASING POLICY

(Section 2300 adopted 5/18/2004)

2307.1 Non-discretionary purchases are those made from a line item budget account specifically detailed and approved by the Board. Changes must be approved by the Board.

2307.2. Discretionary purchases are those made from a line-item account that are not otherwise detailed in the budget document and shall be made within the following limits.

Discretionary purchases of assets and service contracts for amounts more than ~~$2000~~ 5,000 shall be approved by the Board before implementation.

The Fire Chief and Finance and Facilities Manager are authorized to make discretionary purchases up to the amount appropriated in the Board approved budget. Requests for discretionary purchases above this limit shall be approved by the Board of Directors.

The Finance and Facilities Manager and Fire Chief are authorized to make a one-time discretionary purchase of up to ~~$2000~~$5000 each for supplies, equipment, or services that cannot be postponed until the next Board meeting. Such purchases shall be reported at the next scheduled Board meeting and the budget updated as needed.

Due to fiscal limitations, the Board of Directors may issue a temporary directive requiring prior approval or further limiting discretionary expenditures from a line-item account.

2307.3. QUOTES AND BID REQUIREMENTS

(Includes Tax, Excludes Shipping)

(Section 2307.3 Updated and adopted 5/18/2010)

For purchases of assets and professional services:

$~~2,000~~5,000- $25,000	At least two documented written quotes (if possible to obtain) required and presented to Board for approval before expenditure occurs.
Over $25,000:	Request for Proposal shall be prepared, approved by the Board, and provided to vendors. All qualified bids shall be considered by the Board of Directors, the Chief, and the Finance and Facilities Manager. No expenditure shall occur until the Board awards the bid to a vendor. District will comply with state law pertaining to public bidding and awarding of contracts.

All capital expenditures are subject to applicable laws.

8.B

Swiftwater PPE Purchase

14 June 2024

Swiftwater Rescue Equipment Gear Request

Upon review of current swift water rescue equipment, it is noted that certain pieces of equipment are lacking, outdated, or do not meet the current NFPA 1670 & 1983 requirements. With higher-than-normal water conditions expected through the next months and increased numbers of visitors to the South Yuba River Watershed it is recommended to purchase new equipment to meet current NFPA standards and provide personnel the up-to-date equipment to participate in swift water rescue operations within the North San Juan Fire Protection District. Additionally, this new equipment will facilitate personnel from the NSJFPD to participate in training with other local agencies. The below recommended gear purchase include 3 edge attendant set ups and 3 water rescuer set ups*:

Edge Attendant set up: 1 Helmet ($52.95), 1 Whistle ($4.99), 1 Knife ($4.88), 1 Throw bag, 1 Rapid Rescue Vest ($264.95)

Cost per set up: $435.83

Total cost for 3 set ups: $1,307.49

Water Rescuer set up: 1 Helmet ($52.95), 1 Whistle ($4.88), 1 Knife ($29.95), 1 Throw bag ($83.10), 1 Dry Suit ($995), 1 pair of neoprene gloves ($59.95), 1 pair of water shoes ($74.95), 1 Rapid Rescue Vest ($264.95)

Cost per set up: $1,565.73

Cost for 3 set ups: $4,698.19

Total Cost before shipping and taxes: $6,004.68

*The costs presented are reflective of the costs at NRS. All costs are before taxes and shipping.

SHOPPING CART > CHECKOUT DETAILS > ORDER COMPLETE

✔ Cart updated.

PRODUCT		PRICE	QUANTITY	SUBTOTAL
	Gear Aid Akua River Knife - Hi-Vis	$29.95	- 6 +	$179.70
	Mustang 75' Water Rescue Professional Throwbag	$83.10	- 6 +	$498.60
	NRS Reactor Gloves - L	$59.95	- 3 +	$179.85
	NRS 2022 Extreme SAR Drysuit - Red, XLarge	$995.00	- 3 +	$2,985.00
	NRS 2022 Rapid Rescuer - Red	$264.95	- 6 +	$1,589.70
	ACR WW-3 ResQ Whistle	$4.88	- 6 +	$29.28
	NRS Havoc Livery Helmet - Red	$52.95	- 6 +	$317.70
	NRS ATB Wetshoes - 11	$74.95	- 3 +	$224.85

← CONTINUE SHOPPING

CART TOTALS

Subtotal	$6,004.68
Shipping	Calculate shipping
Tax	Taxes will be calculated at checkout
Total	$6,004.68

PROCEED TO CHECKOUT

Coupon

Coupon code

Apply coupon

You may be interested in...

ACCESSORIES

NRS Tow Tether

$47.95 - $52.95

Your Shopping Cart (39)

NRS Rapid Rescuer PFD

MSRP: $264.95
Size: Universal, Color: Red
Item #: 40025.02.100
In Stock & Ready to Ship!
Remove

6 Update — $1,589.70

NRS Extreme SAR Dry Suit

MSRP: $995.00
Size: L, Color: Red
Item #: 22529.04.102
In Stock & Ready to Ship!
Remove

3 Update — $2,985.00

NRS Havoc Livery Helmet

MSRP: $52.95
Size: Universal, Color: Red
Item #: 42604.01.100
In Stock & Ready to Ship!
Remove

6 Update — $317.70

NRS Tactical Gloves - Closeout

MSRP: $57.95
Size: XL, Color: Black
Item #: 25036.02.103
In Stock & Ready to Ship!
Remove

3 Update — ~~$173.85~~ **$83.85**
You save $90.00

Fox 40 Safety Whistle

MSRP: $7.50
Color: Orange
Item #: 45301.01.100
In Stock & Ready to Ship!
Remove

6 Update — $45.00

NRS NFPA Rope Rescue Throw Bag

MSRP: $109.95
Color: Orange
Item #: 45104.01.100
In Stock & Ready to Ship!
Remove

6 Update — $659.70

NRS Co-Pilot Knife

MSRP: $44.95
Color: Red
Item #: 47303.03.102
In Stock & Ready to Ship!
Remove

6 Update — $269.70

NRS Men's Paddle Wetshoe

MSRP: $69.95
Size: 10, Color: Black
Item #: 30034.04.104
In Stock & Ready to Ship!
Remove

3 Update — $209.85

Order Summary

Subtotal:	$6,160.50
Tax:	(determined in later step)
*Estimated Shipping & Surcharge:**	FREE
Total:	**$6,160.50**

You're Saving $90.00

*Final shipping varies based on shipping method selected in later step.

Starting at $214/mo with affirm. Check your purchasing power

Check Out »

You May Also Like:

NRS 1" HD Tie-Down Straps
$11.95–$39.95
★★★★★

SALE
NRS Workboot Wetshoes - Closeout
On Sale: $41.95 ~~$84.95~~
★★★★☆

NRS Utility Gloves
$44.95
★★★★☆

NRS Women's Paddle Wetshoe
$69.95
★★★★☆

SALE
NRS Ninja PFD - Closeout
On Sale: $74.95 ~~$147.95~~
★★★★½

NRS Reactor Rescue Gloves
$79.95
★★★½☆

Sign up for our newsletter Sign Up »

Landfall

FREE shipping on $100+ Orders

Search

SAFETY NAVIGATION BOATS & PARTS GIFTS & GALLEY APPAREL TOP BRANDS TRAINING CENTER CLEARANCE MY CART (39) SIGN IN

SHOPPING CART

PROCEED TO CHECKOUT

ITEM		PRICE	QTY	SUBTOTAL
	FORCE6 RESCUEOPS PFD *SKU: SF6P500 RED-U* *Color:* Red / Universal	$279.00	6 Edit	$1,674.00
	NRS HAVOC HELMET *SKU: SNRS42604 RED* *Color:* Red / Universal	$52.95	6 Edit	$317.70
	NRS EXTREME SAR DRY SUIT -	$995.00	3	$2,985.00

DISCOUNT CODES

APPLY

REDEEM GIFT CARD

Please Enter Gift Card Code

ADD GIFT CARD OR - CHECK GIFT CARD BALANCE

SUBTOTAL $6,220.50

TOTAL $6,220.50

PROCEED TO CHECKOUT

Or - CONTINUE SHOPPING

8.C

Resolution 2024-04
Collection of Special
Tax (Measure Q)

NORTH SAN JUAN FIRE PROTECTION DISTRICT
Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 • Fax: (530) 292-1417
e-mail: info911@nsjfire.org • www.nsjfire.org
Serving Since 1862

Resolution 2023-04

RESOLUTION FOR THE COLLECTION OF A SPECIAL TAX PURSUANT TO NORTH SAN JUAN FIRE PROTECTION DISTRICT RESOLUTION #2014-06 (MEASURE Q) FOR FY 2024-25

WHEREAS, the Board of Directors of the North San Juan Fire Protection District did duly adopt a Special Tax pursuant to the provision of Government Code Section 53978, approved by the voters of the District on June 3, 2014; and

WHEREAS, the Board of Directors of the North San Juan Fire Protection District has passed and adopted Resolution #2014-06, of said District, which provides for the collection of a Special Tax on each taxable entity as defined in Section I of Resolution #2014-06, and pursuant to Government Code Section 53978, to be collected by the Tax Collector of the County of Nevada for FY 2024-25 to meet the emergency medical response and fire protection costs for the North San Juan Fire Protection District community; and

WHEREAS, the Measure Q special tax allows for an inflationary adjustment equal to the San Francisco-Oakland-San Jose Consumer Price Index (CPI) or 3%, whichever is lower, and the current CPI for the San Francisco-Oakland-San Jose area is 2.62%; and

WHEREAS, the Board of Directors of the North San Juan Fire Protection District on May 28, 2024, passed and adopted Resolution 2024-03 approving a 2.62% increase for the Measure Q tax rate for FY 2024-25; and

WHEREAS, The North San Juan Fire Protection District has entered into a Standard Form Tax Collection Services contract with the County of Nevada dated July 8th, 1996; and

WHEREAS, the taxes on each parcel shall be billed on the secured tax roll bills for FY 2024-25; and

WHEREAS, the County of Nevada shall be entitled to deduct the reasonable costs of collection and administration of this Resolution before remitting the tax revenues collected to the District.

WHEREAS, The North San Juan Fire Protection District acknowledges that the tax amounts must be rounded down to the even penny for purposes of complying with the collection requirements from the Auditor-Controller of Nevada County. Therefore, the total assessment amount for all parcels subject to the assessments will be altered as such, and the net amount to be assessed will change accordingly.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the North San Juan Fire Protection District hereby requests the Nevada County Board of Supervisors to instruct the Auditor-Controller of

Nevada County to levy and collect special taxes in the same manner as Ad Valorem County Taxes on the secured rolls as set forth in "Exhibit A", attached hereto and made a part hereof.

PASSED AND ADOPTED at a meeting of the Board of Directors of the North San Juan Fire Protection District duly called and held in said District on the 25th day of June 2024, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: ____

ATTEST:

_____ _____

Bruce Boyd, Board Chair Heidi Ryan, Board Secretary

EXHIBIT A

Resolution 2024-04

Classification of Real Property Residence Equivalent

By Parcel Type

For Fiscal Year 2024-25

Residential Equivalent - $66.96

(Effective July 2024)

Parcel Type	Tax Rate
Residential	
First Residential Unit (1.0 RE))	$ 66.96
Subsequent Units (0.75 RE each)	$ 50.21
Commercial	
Two (2.0) RE	$ 133.91
Industrial	
Three (3.0) RE	$ 200.87
Vacant / Agricultural / Open Space	
0.71 RE	$ 47.53
Mixed Use - Residential & Commercial	
Commerical Use & First Residential Unt (1.6 RE)	$ 107.13
Subsequent Residential Units (0.75 RE)	$ 50.21

This special tax shall be collected within the following Tax Area Codes:

68-026, 79-005, 79-006, 79-008, 79-011, and 79-013

8.D

Resolution 2024-05 Authorizing Nevada County Auditor Controller to Collect Special Taxes

NORTH SAN JUAN FIRE PROTECTION DISTRICT
Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 • Fax: (530) 292-1417
e-mail: info911@nsjfire.org • www.nsjfire.org

Serving Since 1862

Resolution 2024-05

RESOLUTION AUTHORIZING THE NEVADA COUNTY AUDITOR-CONTROLLER TO COLLECT SPECIAL TAXES FOR FISCAL YEAR 2024-25

WHEREAS, the Board of Directors of the North San Juan Fire Protection District did duly adopt a Special Tax pursuant to the provision of Government Code Section 53978, approved by the voters of the District on November 4, 1986; and

WHEREAS, District ordinance 86-2 established the rate of said special tax to be approved by the voters within the district; and

WHEREAS, a Standard Form Tax Collection Services contract dated July 8th, 1996 and approved by District Resolution 96-01 is on file with the County of Nevada; and

WHEREAS, pursuant to Government Code Section 53978, the taxes on each parcel shall be billed on the secured tax roll bills for FY 2024-25; and

WHEREAS, the County of Nevada shall be entitled to deduct the reasonable costs of collection and administration of this Resolution before remitting the tax revenues collected to the District.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the North San Juan Fire Protection District Board of Directors hereby requests the County of Nevada authorize the Auditor-Controller to levy and collect special taxes in the same manner as Ad Valorem County Taxes on the secured rolls as set forth in "Exhibit A", attached hereto and made a part hereof.

PASSED AND ADOPTED at a meeting of the Board of Directors of the North San Juan Fire Protection District duly called and held in said District on the 25th day of June 2024, by the following vote:

AYES: _____ **NOES:** _____ **ABSTAIN:** _____ **ABSENT:** ____

ATTEST:

_____ _____

Bruce Boyd, Board Chair Heidi Ryan, Board Secretary

EXHIBIT A

Resolution 2024-05

A special tax in the amount of $27.50 per each improved parcel and $19.50 per each unimproved parcel as shown on the Assessor's Roll of the County of Nevada, shall be collected within the following Tax Area Codes:

68-026, 79-005, 79-006, 79-008, 79-011, and 79-013.

Excepting the following Assessor's Parcel Numbers, which have been excepted by the Board of Directors pursuant to District Ordinance 87-01:

030-020-009-000	030-020-010-000	030-020-011-000	032-490-018-000
032-500-006-000	032-500-067-000	032-510-003-000	032-510-009-000
032-520-004-000	060-090-052-000	060-280-045-000	060-290-004-000
060-290-005-000	060-300-014-000	060-360-011-000	060-360-022-000
060-370-002-000	060-370-004-000	061-010-001-000	061-250-011-000
062-020-029-000	062-020-031-000	062-030-030-000	

8.E

Resolution 2024-06
Capital Mitigation
Plan Update

NORTH SAN JUAN FIRE PROTECTION DISTRICT
Post Office Box 299, North San Juan, CA 95960
(530) 292-9159 ✦ Fax: (530) 292-1417 ✦ e-mail: info911@nsjfire.org

Resolution 2024-06

RESOLUTION TO UPDATE CAPITAL IMPROVEMENT PLAN

WHEREAS, the Board of Directors of the North San Juan Fire Protection District did, pursuant to Government Code Section 66000 et seq., adopt Resolution 91-13, creating and establishing a fee for new development within the District to finance capital equipment and facilities expenditures; and

WHEREAS, said Board did adopt Resolution 2003-04 on June 3, 2003 adopting a Capital Improvement Expenditure Plan for 2003-2008;

NOW THEREFORE BE IT RESOLVED that the North San Juan Fire Protection District Board of Directors duly adopts an update to the Capital Improvement Plan as outlined in the accompanying Exhibit A – Capital Improvement Plan 2025-2029, as per Government Code Section 66002;

PASSED AND ADOPTED as a Resolution of the Board of Directors of the North San Juan Fire Protection District at a regular meeting of said board, held on the 25th day of June 2024, by the following vote:

AYES: _____ NOES: _____ ABSTAIN: _____ ABSENT: _____

ATTEST:

_____ _____

Bruce Boyd, Chair Heidi Ryan, Board Secretary

Exhibit A
Capital Improvement Plan
2025-2029

Project	Cost 2024-25	Cost 2025-26	Cost 2026-27	Cost 2027-28	Cost 2028-29
Engine 6168 Payment	$2,300	$2,300	$2,300		
District Wide Water Storage	$18,000				

8.F

Fire and Rescue Mutual Aid Agreement

Western Nevada County Fire Chiefs Association

DRAFT

Fire and Rescue Mutual Aid Agreement

Participating Agencies

Higgins Fire Protection District
Nevada County Consolidated Fire District
North San Juan Fire Protection District
Ophir Hill Fire Protection District
Peardale-Chicago Park Fire Protection District
Penn Valley Fire Protection District
Washington Fire Department
Cal Fire NEU
Grass Valley City Fire Department
Nevada City Fire Department

Original Adoption Date - _____ 2024

Statement:

A Fire Districts/Departments primary responsibility is to prevent loss of life and damage or destruction to personnel property and to minimize impacts to cultural, historical, and economic resources and critical infrastructure. To fulfill the mission, each agency must maintain an adequate number of appropriately trained personnel, properly equipped response apparatus, effective communication systems and a strategic deployment plan that ensures a safe, effective, and efficient response.

Purpose:

The purpose of this agreement is to provide a coordinated effort that maximizes resource deployment throughout Western Nevada County based on a "***closest resource concept.***"

Administration:

The administration of this plan will be the duty of the Western Nevada County Fire Chiefs Association. By signing this agreement, each participating District/Department attests participation in the Western Nevada County Fire Chiefs Association Fire and Rescue Mutual Aid Agreement.

Definitions:

- **"Agency Representative"** An Agency Representative (AREP) is an individual assigned to an incident from an assisting or cooperating agency who has delegated authority to make decisions on matters affecting that agency's participation at the incident. Agency Representatives report to the Liaison Officer or to the Incident Commander in the absence of a Liaison Officer

- **"Duty Chief'** is defined as an agency appointed line or staff officer vested with the authority to make decisions on behalf of their agency and provided with a "code 3" capable command vehicle equipped with a multi-channel radio, portable radio, cellular phone, agency maps, and personal protective equipment.

- **"Emergency"** is defined as a potentially life threatening or property damaging event including, but not specifically limited to structure fires, vegetation fires, vehicle fires, medical aid, rescues, and hazardous materials incidents or other intentional acts.

- **"Fire Agency"** a participatory Fire District or Department that is signatory to this agreement.

- **"Initial Response"** are resources initially committed to an incident.

- **"Automatic Aid"** is an agreement between two agencies to dispatch the closest appropriate available resource to an incident without a formal request regardless of jurisdictional boundaries.

- **"Mutual Aid"** is an agreement among emergency responders to lend assistance across jurisdictional boundaries by providing the closest appropriate resource. This may occur due to an emergency response that exceeds local resources, such as a disaster or a multiple-alarm fire.

- **"Move up and cover"** is defined as the practice of reallocating and/or posting response resources to cover emergencies in another agency's response area where resources have been depleted.

- **"Operational Period"** is the period scheduled for execution of a given set of tactical actions or objectives as specified in an Incident Action Plan.

- **"Single Point Ordering"** is when Incident Commander(s) establish single point ordering through a designated dispatch center for incident resources.

- **"Unified Command"** shall have the same definition as in the Fire Service Field Operations Guide (FOG), ICS 420-1, most current edition, as published by FIRESCOPE.

Participation:

All Western Nevada County Fire Chiefs Association Fire Agencies are eligible for participation in this Fire and Rescue Mutual Aid Plan. Signatory Fire Chiefs agree to participation. Fire Agency Duty Chiefs will implement and coordinate mutual aid and move up and cover in conjunction with the respective dispatch centers.

Incident Command:

Each participating Fire Agency is responsible for providing qualified Incident Command. The Incident Commander is responsible for the overall management of the incident. On most incidents, a single Incident Commander carries out the command activity. However, Unified Command may be appropriate during multi-jurisdictional incidents. Unified Incident Commanders have the authority to commit resources from their Fire Agency and expend Fire Agency Funds if necessary. When Unified Command is established single point ordering and a single Operations Section Chief shall be utilized.

Operations:

Each participating Fire Agency may request assistance from another Fire Agency. The request shall be from a Fire Chief, Duty Chief, Officer in Charge, or dispatch communication center based on pre-established procedures.

DRAFT

The Fire Agency requesting Mutual Aid shall order the number, type and kind of resources needed resources through the respective dispatch center.

Each Fire Agency shall provide appropriately trained firefighters and equipment in accordance with accepted standards, best practices and approved procedures when requested for the mitigation of an emergency at no cost to the requesting agency.

A Fire Agency providing Mutual Aid may send an AREP at their discretion based on incident complexity.

Appropriate resources shall be identified and assigned based on proximity via a "closest resource concept". According to established procedures, the dispatch center requesting the Mutual Aid resources shall place resource orders through the neighboring districts/departments. The Incident Command System shall be utilized for incident operations and organization.

Battalion Chief Mutual Aid will be provided upon request. If a Battalion Chief is unavailable to respond to an incident within their jurisdiction or will be delayed, the Duty Chief having jurisdiction may request Mutual Aid through the respective dispatch centers. Mutual Aid will be requested/provided utilizing the "closest resource concept."

At no time will a Fire Agency be required to exceed maximum draw down levels.

The Incident Command System shall be used for incident operations and organization.

Initial response mutual aid resources are to be released by the end of the first operational period or as soon as the incident is contained or adequately stabilized.

Adequate logistical support, rehabilitation, decontamination, and equipment replacement shall be provided by the requesting Fire Agency prior to the release from an incident.

Communications:

Incident communications will utilize the designated command channel of the Fire Agency with jurisdictional authority. Responding resources shall switch to the requesting Fire Agency's command frequency once responding or as soon as geographically possible.

Automatic Aid:

Fire Agencies may enter into Automatic Aid agreements. Automatic Aid must be based on a closet resource concept. Through Automatic Aid a Fire Agency has the ability to dispatch another Fire Agency's resource from a single dispatch center or through CAD to CAD. It is incumbent on Fire Agencies to enter into Automatic Aid Agreements to fulfill specific response needs. Automatic Aid must be based on closest available resources.

Mutual Aid:

Under this agreement, each participating Fire Agency may request Mutual Aid from other Fire Agencies across jurisdictional boundaries. At no time is a Fire Agency expected to deplete their resources below maximum draw down levels or inhibit their operations in order to provide Mutual Aid. Fire Agencies signatory to this operating plan agree to provide Mutual Aid as resource availability allows.

Move Up and Cover:

Under this agreement, each participating Fire Agency may request station coverage from another Fire Agency. The Fire Agency providing cover will provide a resource of the same type, kind, staffing, and EMS level to the best of their ability.

Recognizing the regional response needs to staff expanding incidents or incidents with significant augmentation of firefighting resources, this agreement shall provide the framework for a "move up and cover" plan. This plan will identify maximum draw down by Agency and stations to be covered during times of regional, system-wide draw down and must be based on a "closest resource concept" identified in **Appendix 1.** It is the responsibility of Fire Agency Duty Chiefs to coordinate and implement this plan in conjunction with the respective dispatch centers.

Exhibits:

Appendix 1 - Maximum Drawdown Plan/Priority Station Cover Plan

List below is meant for illustration purposes only, final list will be determined by fire chiefs at May's planning meeting:

1) 2
2) 2, 88
3) 2, 88, 43
4) 2, 88, 43, 21
5) 2, 88, 43, 21, 84
6) 2, 88, 43, 21, 84, 52
7) 2, 88, 43, 21, 84, 52, 1

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Approvals:

IN WITNESS WHEREOF, the parties have executed this agreement on _____, 2024;

Higgins Fire Protection District
Nevada County Consolidated Fire District
North San Juan Fire Protection District
Ophir Hill Fire Protection District
Peardale-Chicago Park Fire Protection District
Penn Valley Fire Protection District
Washington Fire Department
Cal Fire NEU
Grass Valley City Fire Department
Nevada City Fire Department

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Appendix 1:

Nevada County Fire Agencies Maximum Draw Down/Priority Cover Plan

Fire Agency	Dispatch Center	Total Staffed Resources	Maximum Draw Down	Priority Cover Stations	*ALS/BLS*
Higgins Fire District	Grass Valley ECC	2 ENG	1	Station 21	BLS
Nevada County Consolidated District	Grass Valley ECC	4 ENG	1	Station 88	BLS
North San Juan Fire Protection District	Grass Valley ECC	1 ENG	1	Station 3	BLS
Ophir Hill Fire Protection District	Grass Valley ECC	1 ENG	0	Station 52	BLS
Penn Valley/RAR Fire Protection District	Grass Valley ECC	3 ENG	1	Station 43	ALS/Transport
Peardale-Chicago Park Fire Protection District	Grass Valley ECC	1 ENG	0	Station 57	BLS
Washington Fire Department	Grass Valley ECC	1 ENG	0	Station 60	BLS
Grass Valley City Fire Department	Grass Valley ECC	2 ENG/1 TRK	1	Stations 1, 2	ALS
Nevada City Fire Department	Grass Valley ECC	1 ENG	0	Stations 5	BLS
Cal Fire NEU	Grass Valley ECC	2 ENG	0	Stations 20	BLS
	Total	**18**	**4**		

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