



South Lake County Fire Protection District
— in cooperation with —
California Department of Forestry and Fire Protection

P.O. Box 1360 Middletown, CA 95461 - (707) 987-3089

BOARD OF DIRECTORS' REGULAR MEETING MINUTES

Tuesday, September 21, 2021 at 7:00 p.m.
Located at the Middletown Fire Station Board Room,
21095 Highway 175, Middletown, CA 95461

NON-TIMED ITEMS

A. OPEN MEETING:

- A1. *President Comisky called meeting to order at 7:06 p.m.*
- A2. *Battalion Chief Wink led pledge of allegiance.*
- A3. *Present: Directors Rob Bostock, Madelyn Martinelli, and Stephanie Cline, Vice President Devin Hoberg and President Jim Comisky. Also present: Chief Paul Duncan, Battalion Chief Mike Wink, Board Clerk Gloria Fong, and Office Technician Karin Collett.*
- A4. **CLINE/MARTINELLI MOTION** to approve agenda. AYES: Bostock, Cline, Martinelli, Hoberg, Comisky. NOES: None. **MOTION CARRIED**

B. CITIZENS' INPUT: None

C. COMMUNICATIONS:

C1. Reports:

- C1.1. Fire Sirens: *Nothing to report*
- C1.2. SL Fire Safe Council: *Attached to agenda*
- C1.3. Volunteer Firefighters' Association:

Association President Todd Fenk emailed his report, which Gloria read from:

They have Paid Call Firefighters (PCF) active in County responses and covering for local high school football games. One PCF is in Paramedic school, and Medic/Captain Smith has been providing station coverage for the District. He's glad to have solid support from PCFs and thanked the District for their support.

C1.4. Chief's Report:

In addition to his report included with the agenda packet, Chief Duncan reports South Lake County Fire Protection District received California Climate Investments grant. The grant is for equipment to help clear roads in Cobb and Middletown. The grant is for \$530,000. This will help with brush clearing. The purpose of the grant is for maintenance.

Director Martinelli is concerned with recall she heard about sanitation devices, which Chief Duncan will investigate.

Battalion Chief Wink reports that in October, a mass mailer, like the one on the fireworks ban, will go out about burn permits to encourage everyone to purchase them online to limit physical exposure.

C1.5. Financial Report:

Gloria informed the Board that she gave as much information as she can in her report to provide background new director and refresher for existing directors.

One thing that's new is Assembly Bill that was approved September 16th regarding teleconferencing and remote meetings, and how this is waived only during a declared State of Emergency, not a local emergency and it sunseting January 1, 2024. More information to follow before the end of the month and about going back to in-person meetings.

C2. Directors' Activity and Committee Report

Cline – She asked about an email she received about COVID-19 funding webinar and how it affects the District financially. President Comisky informed her the webinar is about how to apply for federal funds that special districts had been omitted from getting and is for staff to attend. She attended the Pano 360 educations, which was interesting, and she enjoyed. She was supposed to attend the REACH training, but it was canceled. She's hoping Chief Duncan will give her tour of the Blackhawk. She's glad that none of her director activities have interfered with her being a respiratory therapist, and that there is a lot of PTSD in our community from Fire and COVID.

Martinelli – No activity to report

Bobstock – No activity to report but he can't wait to get back to meeting in person at the fire house.

Hoberg – The only activity he has had is attending the online meeting for the Pano, which was very informative.

Comisky – He reports tomorrow is his last day at American Canyon Fire as Assistant Fire Chief. He attended the Cal Chief's conference in San Diego and will be getting together with Chief Duncan and Battalion Chief Wink to go over some of the information. He met with the Director of Office of Emergency Services about trying to make a better relationship with how to get the local resources out when needed.

He added tomorrow is his last day in uniform after 43 years. He has been on the fire board that has done incredible things and plans on being involved for many years. He values the fire board and the staff, Gloria and Karin, the chief officers and has a great thing going and can't wait to move forward.

TIMED ITEMS

D. REGULAR ITEM:

- D1. Consideration for the purchase of the Holmatro extrication tool set to replace outdated of Station 31 Middletown Engine 1477 and Resolution No. 2021-22-04, A Resolution to Appropriate Reserves / Designations and Over-Realized / Unanticipated Revenues for the Purchase of Extrication Tools. Place on the Agenda by Staff Services Analyst Gloria Fong.

Gloria Fong informed the Board that this is basically a movement of funds. There is a mistake in asking for the approval to make the purchase, which was already approved the April Board meeting. When the motion is made it should include change in resolution paragraph numbered 11 and 12 to read, 'Whereas, the Board of Directors approved the purchase of the Holmatro extrication tool set at the April 20, 2021 regular meeting.'

Chief Duncan explained Engine 1477 is staffed as part of Amador, which the District pays for during the winter. Having the tools on the engine speeds up response time on getting them to the scene. Station 31 is a Cal Fire station and Engine 1477 is part of Amador.

During the April meeting, it was for half to be funded by the Fire Sirens. Instead, it is \$18,000 since that was the amount told to Gloria by the Fire Sirens Vice President.

HOBERG/CLINE MOTION to approve D1 as submitted with corrections noted. **AYES:** Cline, Martinelli, Bostock, Hoberg, Comisky. **MOTION CARRIED**

- D2. Consideration for addition to the Memorandum of Understanding (MOU) By and Between South Lake County Fire Protection District and South Lake County Volunteer Firefighters Association Inc for Paid-Call Personnel. Placed on the agenda by Battalion Chief Mike Wink.

Chief Duncan informed the Board about the reimbursement above PCF's standard rate to the Inter-Facility Transport rate retro-active to July 1, 2021. PCFs have been utilized for station coverage, which is a different workload at different level of responsible than a standard call. PCF wage was never meant for station coverage and this gives digression to make the wage, as a paid staff person.

CLINE/MARTINELLI MOTION to approved D2 as submitted. **AYES:** Bostock, Cline, Hoberg, Martinelli, Comisky. **MOTION CARRIED.**

- D3. Consideration for request to change one Firefighter II / Paramedic position to Fire Captain/Paramedic position in the July 1, 2020 through June 30, 2023 agreement with Cal Fire. Placed on the agenda by Chief Paul Duncan

Chief Duncan informed the Board the Fire Captain/Paramedic is a long term, more stable work force, and it keeps them in the District longer. With a paramedic position, after getting them up to speed with protocols, destinations, and treatment options, trained, then they leave. Plus, it's only about \$1,000 more per year because the Fire Captain position doesn't take nearly as much training that an Engineer does. Engineers go to the academy and Junior Apprenticeship Committee (JAC) training. Captains are already done except with the training within their classification, and we get a candidate who is vested in staying longer. Once a paramedic is done with JAC, which is a 3-year commitment, they can promote to a Fire Captain.

Director Martinelli is shocked by the break down provided.

President Comisky agreed to having another Captain, which will give higher level of presence in the District when we have another signification event.

Director Cline agreed with stability in staff and not having to re-train.

CLINE/HOBERG MOTION to approve D3. **AYES:** Bostock, Cline, Hoberg, Martinelli, Comisky. **MOTION CARRIED.**

- D4. Consideration to accept recommendations to award Skiles & Associates, Inc the bid for the Consultant of the Hidden Valley Station Remodel. Placed on the agenda by the Facilities and Equipment Ad-Hoc Committee.

Chief Duncan informed the Board that as stated on page 124 of the agenda packet, the recommendation from the ad hoc committee is to go with Skiles and Associates out of Middletown, who had the lowest bid. As stated on the solicitating for bids, it is for a consultant who will work with staff, the County and Hidden Valley Lake Association, to get the footprint and help facilitate the long process to build project like this.

MARTINELLI/CLINE MOTION to approve D4 as submitted. **AYES:** Bostock, Cline, Hoberg, Martinelli, Comisky. **MOTION CARRIED.**

- D5. Consideration changes to the Committees of the Board of Directors Policy number 4060. Placed on the agenda by Staff Service Analyst Gloria Fong.

Gloria informed the Board that these changes in the policy are ones the Chiefs and she spoke about. It is just like what was done at the last meeting in which the Board referred the determination of the consultant for the Hidden Valley Station remodel to the Equipment and Facilities committee

Director Martinelli thought standing committee is long term and ad hoc is when something just comes up.

Gloria explained that what this change does is the committee will only meet when the President assigns them a duty.

HOBERG/CLINE MOTION to approve D5 as submitted. **AYES:** Bostock, Cline, Hoberg, Martinelli, Comisky. **MOTION CARRIED.**

- D6. Consideration for Resolution No. 2021-22-05, A Resolution Establishing and Appropriating Over-Realized Unanticipated Revenues Received from Hammers for Hope and Calpine for the Operation Seconds Count and Operation Force Multiplier programs. Placed on the agenda by Staff Services Analyst Gloria Fong.

Gloria informed the Board that this is basically again an approval to move funds, and Chief Wink organized these programs. The resolution increases funds and will be seen in the adjusted column of the Budget Ledger, as on page 88 of the agenda packet attachment.

MARTINELLI/CLINE MOTION to approve D6. **AYES:** Bostock, Cline, Hoberg, Martinelli, Comisky. **MOTION CARRIED.**

E. CONSENT CALENDAR:

E1. Minutes presented: August 17, 2021– Regular Meeting

E2. Warrants presented:

E2.1. September - Preliminary

E2.2. August – Corrected

CLINE/HOBERG MOTION to approve consent calendar. **AYES:** Bostock, Cline, Hoberg, Martinelli, Comisky. **MOTION CARRIED.**

- F. **MARTINELLI/CLINE MOTION** to adjourn meeting 8:02 p.m. All in attendance are in favor of motion.

Respectfully submitted by: *Karin Collett*
Karin Collett, Office Technician

READ AND APPROVED BY: *Jim Comisky*
JIM COMISKY
President – Board of Directors