

Ebbetts Pass Fire District



MINUTES

Board of Directors

January 21, 2020

SUBJECT TO APPROVAL

1. The meeting was called to order at 9:00 A.M. by President Mike Barr and the Pledge of Allegiance was recited. Directors present: Michael Barr, Denny Clemens, Jon Dashner, Scott McKinney, and Pete Neal.

District personnel present: Fire Chief Mike Johnson, Cheryl Howard, Erin Felby
Battalion Chief Aaron Downing

Others present via speaker phone: Charles Nicholson, Marvin Pescador

Others present: None

Media present: None

2. **PUBLIC APPEARANCES/COMMENT** – None

3. **CONSENT ITEMS**

Mr. Dashner made a motion to approve Consent Items 3.1 and 3.2. Mr. Neal seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

4. **COMMITTEE REPORTS**

- 4.1. Finance Committee (Directors Dashner & McKinney)

- 4.1.1. Fiscal Year 2018-19 Financial Audit: Conference Call with Auditor

Chief Mike Johnson telephoned the office of Nicholson & Olson and Charles Nicholson introduced himself along with Marvin Pescador of his staff. He noted that there were two letters required by profession standards to be issued with the audit report: 1) Report on Internal Controls, and 2) Communication to Those Charged with Governance. He reported that there were no real issues with the District's controls with the product adequate and complete. He then reviewed the governance letter noting no disagreements with management, management report was received, no consultation with other accountants, no other issues, and it was a clean, unqualified opinion. Mr. Nicholson reviewed how the audit was prepared under governmental auditing standards and he gave a quick overview of financials.

Mr. Dashner made a motion to accept the 2018-19 Financial Audit as presented. Mr. Neal seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

4.2. Personnel Committee (Directors Dashner & McKinney)

Chief Johnson reported that Jon Dashner and Pete Neal had met as the committee and reviewed that the safety report noting there had been no injuries recently. Other items discussed were the holiday policy, new fighter-paramedic being close to being on the line, and Battalion Chief Hendrix's latest eligibility list search which continued to use the FCTC. Mr. Clemens made a motion to accept the Personnel Report as given. Mr. Neal seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

4.3. Fire Prevention Committee (Directors Barr & Clemens)

Chief Johnson reported there had been a lot of activity including the new mini mart to replace the quick serve mart with demolition possibly starting in May 2020. He reported plans had been received for an indoor cannabis culture facility. He noted the PG&E resiliency project was still on tap.

4.4. Apparatus/Equipment Committee (Directors Clemens & Neal)

Chief Johnson reported there had been no meeting but asked Battalion Chief Downing to report on the District's apparatus. BC Downing reported that he had recently reviewed some engines at Fremont FPD which he may be asking the District to purchase one as there were definite possibilities with the price that Fremont was asking. He reported the ordered ambulance was scheduled to arrive in April and M435 had a small issue which was under warranty. He also reported that the mechanic through the Calaveras County Fire JPA, Richard Lokey, was currently repairing E435.

5. Scheduled Items

5.1. Recommended Changes to Section 8 of Calaveras Fire Joint Powers Authority

Chief Johnson reported that the one page, "Recommended changes to Section 8 of the Joint Powers Agreement as adopted by the JPA Board of Directors on 1/2/2020", was being presented to each member District's Board for approval. The proposed change was to increase the size of the JPA Board to eliminate quorum issues when the County's Fire Chiefs meet for other reasons such as at Board of Supervisor meetings or County OES meetings. Mr. Clemens made a motion to approve the changes to the make-up of the Calaveras Fire JPA Board of Directors as presented in the Section 8: Board of Directors. Mr. McKinney seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).

5.2. Calaveras Fire Foundation and PG&E Grant Approval

Chief Johnson reported that the District had been awarded a grant for the purchase of radio equipment to update the District's handheld radio units. He noted the capabilities of the newer handhelds and remarked that Engineer Bryn Buhler has been working diligently to hone her grant writing skills and obtaining this one was some good work on her part.

- 5.3. Calaveras Enterprise: Ebbetts Pass Fire District Board Appoints New Director
The Board members noted it was a good article.
- 5.4. Calaveras County Building Department Fire Standards Manual Draft
Chief Johnson reported that this was drafted for a standard of interaction with all Calaveras County Fire Districts by Doug Oliver and his staff.
- 5.5. Calaveras County Building Dept. Commercial Projects in District
Chief Johnson reported that he had received information and plans on the cannabis green house and the gas station/mini mart and the Board members were welcome to review them.
- 5.6. Fire District Association of California Annual Conference
Chief Johnson noted that the registration was open for this conference if any Board member wanted to attend. He suggested that it would be beneficial for the newest Board member and maybe another as he estimated it cost around \$900 for each person. Mr. Neal volunteered to attend noting that his schedule showed he was available. Mr. Dashner asked to also attend as he has not attended for a time.
- 5.7. Wildland Urban Interface Training Conference
Chief Johnson asked to attend this conference. Mr. Dashner made a motion to send Fire Chief Johnson to this training conference. Mr. Neal seconded; motion passed 5-0 (AYES: Barr, Clemens, Dashner, McKinney, Neal).
- 5.8. EPFD Policy Review - Policy 6120: Holidays
Chief Johnson reported that he had presented this policy to begin the 30-day review process as he thought it would be appropriate to move the Easter Holiday (which is always on Sunday anyway) to be effective on Martin Luther King holiday in January. He noted that it would make the District more in line with state and federal holidays.
- 5.9. Ebbetts Pass Fire District Fire Ordinance 2020 – Draft
Chief Johnson reported that this draft was being presented for Board consideration to clear up the fee structure issues that the court had with the previously adopted Ordinance 2018.

6. REPORTS

- 6.1. Administrative Report
Chief Johnson reported that the District had received its tax apportionments in December showing there was recovery for the fiscal year. He added that the PG&E resiliency program should help the District with generator and fuel costs and their representatives may be present in February. The Calaveras Fire JPA had its mechanic, Richard Lokey, at work for the District and was currently at work on an apparatus. He added that the diesel fuel deliveries to the station were now being done by W.H. Brashears.

6.2. Legislative Report

Chief Johnson reported with the new legislative session there were a couple of bills to be watching: AB19 (CalFire to establish a grant fund to purchase vegetation management equipment) and SB801 (requiring electrical companies to provide backup those needing it during PSPS events).

6.3. Administrative - EMS

Chief Johnson reported that the IGT subsidies were currently happening. He noted that the District was set to receive the Calaveras County East Zone ambulance contract award which will begin the process of determining contract details.

7. **COMMENTS, QUESTIONS, CONSIDERATIONS**

7.1. Board Members

Mr. Neal thanked the staff for their assistance while he has been asking many questions.

7.2. Firefighters Association - None

7.3. Employees' Group:

Aaron Downing thanked Mr. Neal for his questions and welcomed him to come by the station any time.

7.4. Public Comments

None

8. **ADJOURNMENT**

Mr. McKinney made a motion to adjourn. Mr. Dashner seconded; motion passed unanimously 5-0. 10:28 A.M.

Respectfully submitted,

Cheryl Howard
District Secretary