



## Mosquito Fire Protection District

### Board of Directors Meeting

Thursday April 11, 2019 - 7:00 p.m.  
Mosquito Fire Station 75  
8801 Rock Creek Road, Placerville, Ca 95667

### MINUTES

Item	Presenter
<b>1. Call to Order. 7:03 PM</b>	B. Mikel
<b>2. Roll Call &amp; Quorum announced.</b> <i>Present Directors; Barbara Mikel, William Buhnerkempe, Taffy Warner and Charles Schnell. Absent; Director Kathleen Pico. We have quorum.</i>	B. Mikel
<b>3. Pledge of Allegiance.</b>	B. Mikel
<b>4. Approval of Agenda.</b> <i>Motion to approve by Director Schnell, second by Director Warner. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i>	B. Mikel
<b>5. Public Comment</b> Public may address the board on any District related item not included in this agenda. Please limit your comments to no more than 3 minutes in duration. <i>Fire fighter certifications were discussed. On request, past Fire Chief Leo Chaloux explained Fire Fighter credentials and certification to the Board and public.</i>	
<b>6. Approval of Meeting Minutes</b> <b>6.1</b> Regular Board of Directors Meeting March 14 <sup>th</sup> , 2019. <i>Motion to approve by Director Warner, second by Director Schnell. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i>	B. Mikel
<b>7. Fiscal Items</b> <b>7.1</b> Approval of Treasurer's Report April 8, 2019. <i>Motion to approve by Director Mikel, second by Director Buhnerkempe. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i> <b>7.2</b> Approval of Expenditures; Expenses March 31, 2019. <i>Motion to approve by Director Buhnerkempe, second by Director Mikel. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i> <b>7.3</b> Approval of Expenditures; Expenses April 1, 2019. <i>Motion to approve by Director Schnell, second by Director Mikel. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i>	T. Warner  T. Warner  T. Warner

<p><b>7.4</b> Approval of Expenditures; Expenses April 2, 2019. <i>Motion to approve with correction to AT&amp;T expense account changed to 4040 telephone company vendor payments, by Director Schnell, second by Director Buhnerkempe. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i></p>	<p>T. Warner</p>
<p><b>8. Informational items: Correspondence and Communication</b></p> <p><b>8.1</b> Chiefs' Report. <i>Please see attached chief's report.</i></p> <p><b>8.2</b> Correspondence &amp; Communication. <i>A Thank You card was received, thanking the Fire Department in their assistance with the recent house fire.</i></p> <p><b>8.3</b> Ad Hoc Committee Reports</p> <p>a. Consolidation Committee. <i>April 15<sup>th</sup> at Garden Valley FD there will be a 2<sup>nd</sup> meeting of the 3 FD on the Divide. We need 2 MFPD board members to attend.</i></p> <p>b. Grant Coordination Committee. <i>Per Director Schnell. MFPD send an application for a SAFER grant for Volunteer Recruitment and Retention. The grant, if we are awarded, will cover a coordinator, training and turnouts. No local match sum is required.</i></p>	<p>E. Dwyer B. Mikel</p> <p>B Mikel</p> <p>C Schnell</p>
<p><b>9. Action items:</b></p> <p><b>9.1</b> Approve or reject Policy &amp; Procedures Items to Review. <i>No action taken.</i></p> <p><b>9.2</b> Approve or reject the format of the new Table of Contents for Policies. <i>Motion to approve by Director Schnell, second by Director Warner. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i></p> <p><b>9.3</b> Approve or reject the formation of a new Group similar to PARC. <i>Item is tabled while each Board member presents functions, directions and goals for this committee.</i></p> <p><b>9.4</b> To accept or reject new Website. <i>Motion to approve conditionally, 1 Need to write new policy 2. Need to study contractual conditions. 3.Review financials. 4. Who will be assigned to do all updates, by Director Mikel, second by Director Buhnerkempe. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i></p> <p><b>9.5</b> Review and comment on the FY 2019-2020 "Working" Budget developed at the Budget Workshop held on April 6<sup>th</sup>, 2019. <i>Per Director Mikel, discussion/talk about numbers, staffing, chiefs desire to have paid volunteer strike team. Those numbers were considered.</i></p> <p><b>9.6</b> Approve or reject Donations. <i>Motion to approve by Director Buhnerkempe, second by Director Warner. Aye: Directors Schnell, Warner, Buhnerkempe and Mikel. Noes: 0 Abstain: 0</i></p>	<p>W. Buhnerkempe</p> <p>W. Buhnerkempe</p> <p>W. Buhnerkempe</p> <p>E. Dwyer</p> <p>B. Mikel</p> <p>E. Dwyer</p>
<p><b>10. Director's Comments.</b> <i>Director Warner; the Nexus study will be presented to the Board of supervisors on May 4<sup>th</sup> for final approval. The Audit went well and the report will be presented at the May meeting for approval. Director Schnell wants to follow up on the Policy for the Explorers program. Director Mikel; the preliminary FY 19/20 Budget will be considered for approval during the June Board meeting.</i></p>	

<b>11. Adjourn. 10:22 PM</b>	
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***Fire Chiefs Report  
April 11, 2019***

***I. The Department:***

*We are in the process of developing the Budget for Fiscal Year 2019/20. We are looking for revenue streams and fiscal cuts that will allow us to maintain current staffing levels. Last year we worked at decreasing district costs keeping the budget to within 5% of the previous year. We greatly underfunded many Budget Lines. We are researching historical changes to identify anomalies and trends. This should help us forecast the Districts needs as we move forward.*

***II. Personnel:***

*Our personnel continue to do well with their training at the Divide Fire Academy and EMT Training.*

***III. Information.***

- 1. The JPA Board of Directors and Fire Chiefs Meetings were held on March 27, 2019. The JPA meeting was a Special Board Meeting to receive a presentation from AP. Triton. AP Triton is a Consultant Firm. The JPA Board is looking into identifying mechanisms to change funding mechanisms from the County. The Board of Directors then transitioned into a closed session.*
- 2. The El Dorado County Fire Chiefs' Association Meeting was held immediately following the JPA Board Meeting. There was considerable information discussed. Areas of discussion that could impact our District is the County's desire to see fire service consolidations occur throughout the county, with a focus on 3 consolidated agencies for the Western Slope. The El Dorado County LEMSA is transitioning to the CAO's Office July 1<sup>st</sup>, 2019.*

*The Chief's Association also noted that information from PG&E has changed the El Dorado County tier model, basically identifying all of El Dorado County as a Tier 3 Power Shut Down Zone. The information from PG&E that was provided, basically identified that following the shut down in El Dorado County last year, that PG&E had considerable pushback from local residents and community leaders and that they hesitated to shut down transmission and distribution lines during November's Red Flag Weather, which then led to the Camp Fire Breakout last November 8, just outside the community of Pulga in Butte County. This Fire led to the destruction of the towns of Paradise and Magalia. PG&E will be shutting down power during periods of volatile weather, which for what we experienced last year, parts of our district could be without power for up to seven days.*

*Due to the heavy snow pack and the late season rains Northern California Fire Models show a late season curing of fuels with a 50year bumper crop of light flashy ground fuels such as grass. This could create a late season Fire Season in the Northern State, particularly in areas of heavy timber fuels. However, with the increased volume of light flashy fuels, ground fires can be much more problematic, erratic in nature with an exponential fire spread that can be as devastating as a canopy driven fire normally seen in the Northern State regions.*

*We will increase daily staffing and provide for overnight coverage with paid personnel during periods of severe and dangerous weather patterns, or as PG&E provides information of pending power shutdowns.*

*Simply because we will most likely not experience large canopy driven fires, we cannot discount the dangers of ground fire in this community. The weather patterns in Southern California have already shifted to summer patterns, parts of Southern California are already experiencing an active burn season.*

4. *Though we are still experiencing winter like weather, we are in the process of refurbishing tools and equipment, preparing for a shift to Wildland Interface Response. Our personnel are exhausted and are also trying to rehab.*

5. ***The IMT***

*We have interviewed personnel for Incident Overhead and have accepted applications. These members will sign a Memorandum of Understanding, agreeing on payment when the District receives payment.*

6. ***The JPA***

*The JPA Finance Committee has decided to forward a recommendation that in the current economic situation, the EMS Stipends provided to Fire for EMS Supplies and training be ended. This will be voted on April 24, 2019. Should it pass, Non-transporting Agencies will lose their stipends. For us, this relates to \$7,500 loss of EMS supplies.*

7. ***Consolidation***

*I recently attended an informational consolidation meeting with Chief Savacool of the Garden Valley Fire Protection District. Chief Savacool and I discussed staffing issues and developed a reasonable and achievable staffing model for both Station 51 and 75. The discussions recognized that staffing should provide a balance between both districts based on budgetary and economic limitations, with a focus seasonal need. What we are looking at for station 75 is a guaranteed 24X7 Paramedic Firefighter. A 40-hour Captain will be assigned to station 75, unless economic issues hinder staffing. If there is an economic constraint, then both Station 51 and 75 would be staffed with one 24X7 Full time Firefighter or Officer, supplemented with volunteer personnel, while CALFIRE station 27 (Garden Valley) will provide backup response to the combined district area under an Amador Contract. This is the bare bones staffing model, that would be pressed into service should there be a prolonged economic downturn, where other revenue streams will not be able to supplement the budget. But as it is right now with the combined budgets, we believe a reasonable and achievable staffing model can be achieved.*

*Station 51- 2X24/7 Supplemented with Volunteer Personnel nights and weekends*

*Station 75 1X24/7, 1X5/40 Supplemented with Volunteers nights and weekends.*

*This would increase our staffing during critical early morning hours. So long as the budget can support staffing, we will strive to have 2X24/7 including a Paramedic, supplemented with Volunteers in both geographical district areas of coverage.*

*What will be seen on the conceptual staffing plans again, are a barebones guaranteed staffing plan, not representative of today's discussion.*

*This meeting was truly inclusive, with recognition of the fact that both agencies will be stronger together.*

#### ***IV. The Station***

- 1. Station repairs have been completed.*
- 2. Vehicle Emissions Exhaust System installation will begin April 15. Installation Process is expected to take about 5 days.*

#### ***V. Equipment.***

*Battery tenders have been installed on Engine 75, 275 and Water Tender 75. This will help maintain readiness of apparatus and prolong battery life.*

- a. E 275 Repairs have been completed*
- b. WT 75 No reported issues.*
- c. E 75 No reported problems.*
- d. SG 75 No reported issues*
- e. E 75 No reported issues.*
- f. U 75 No reported issues*
- g. SQ 75 No reported issues.*
- h. C7500 No reported issues*

#### ***VI. Calls for Service:***

- 3 medicals*
- 1 structure fire*
- 1 chimney fire*
- 1 vehicle accident*
- public assist*