



## Mosquito Fire Protection District

**Board of Directors Meeting**  
Thursday, Aug 25, 2022 – 7:00 PM  
Mosquito FPD Station 75  
8801 Rock Creek Road Placerville, Ca. 96557

### AGENDA

Item	Presenter
<p><b>1. Call to Order.</b></p> <p>Topic: MFPD Board Meeting August 25, 2022</p> <p>Time:, August 25, 2022 07:00 PM Pacific Time (US and Canada)</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or <a href="mailto:admin75@mfpd.us">admin75@mfpd.us</a></p>	J. Young
<p><b>2. Roll Call &amp; Quorum announced.</b></p>	J. Young
<p><b>3. Pledge of Allegiance.</b></p>	J. Young
<p><b>4. 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.</p>	
<p><b>5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR</b> The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.</p>	J. Young

<p><b>CONSENT CALENDAR ITEMS</b></p> <p><b>5.1</b> Approval of Expenditures- Expenses Aug 3, 2022 Approval of Expenditures- Expenses Aug 15, 2022</p> <p><b>5.2</b> Policy 709 Photography and Electronic Imaging</p> <p><b>6. <u>Approval of Minutes</u></b></p> <p><b>6.1</b> Minutes July 28, 2022</p> <p><b>7. <u>Chief's Report</u></b></p> <p><b>8. <u>Issue Items</u></b></p> <p><b>8.1</b> Board Vice President position: Proposal to change board member.</p> <p><b>8.2</b> Update and Approve FY 22/23 Preliminary budget</p> <p>.</p> <p><b>9. <u>Committee Reports</u></b></p> <p><b>9.1</b> Finance committee</p> <p><b>9.2</b> Strategic Planning &amp; Policy Updates</p> <p><b>9.3</b> Communication</p> <p><b>9.4</b> Capital Improvement- CIP Plan</p> <p><b>9.5</b> Fundraising Organization</p>	<p>J. Young</p> <p>D. Stever</p> <p>J. Rosevear</p> <p>J. Rosevear</p> <p>J. Young</p> <p>J. Rosevear</p> <p>M. Holmsky</p> <p>D. Stever</p> <p>D. Stever</p> <p>J. Young</p> <p>L. Uggla</p>
<p><b>10. Director's Comments.</b></p>	
<p><b>11. Pending Agenda Items:</b> Directors may propose agenda items for future Board meetings.</p>	
<p><b>12. Adjourn.</b> <b>Next Meeting: Budget Workshop Saturday September 17, 2022 10AM</b> <b>Board Meeting Thursday September 22, 2022 7 PM</b></p>	

Mosquito Fire Protection District  
Bills for All Vendors  
August 3, 2022

Name	Nurn	Amount	Terms	Date	Split	Name Address	Memo
Aug 3, 22	39	124512022	1105.00	MFPD08032022	08/03/2022	404220 - Memberships	12451 CSFA 2022-23
	497	22092022	937.50	MFPD08032022	08/03/2022	404300 - Professional & Specialized Serv	2209 EDH FD Pump repair WTT5
	9140	12323	837.18	MFPD08032022	08/03/2022	404140 - Maint. Equipment	12323 Ladder testing Maint.
Aug 3, 22			<u>2,879.68</u>				

**Mosquito Fire Protection District  
Bills for U.S. Bank El Dorado Co  
August 15, 2022**

Aug 15, 22

Name	Num	Amount	Terms	Date	Split	Memo	Name Address
1080	835164	53.47	MFPD08152022	08/15/2022	404080 · Household Expense	835164 Station supplies	U.S. Bank
1080	2800162	17.74	MFPD08152022	08/15/2022	404197 · Maint. Building Supplies	2800162 Platt Office Lights	U.S. Bank
1080	18196114	147.23	MFPD08152022	08/15/2022	404539 · Software License	18196114 Microsoft	U.S. Bank
1080	18211988	36.00	MFPD08152022	08/15/2022	404539 · Software License	18211988 Microsoft	U.S. Bank
1080	89489894	27.87	MFPD08152022	08/15/2022	404260 · Office Expense	89489894 Office supplies	U.S. Bank
1080	84784839	30.00	MFPD08152022	08/15/2022	404539 · Software License	84784839 Microsoft	U.S. Bank
1080	205179062	80.41	MFPD08152022	08/15/2022	404080 · Household Expense	205179062 Homedep cleaning supplies	U.S. Bank
1080	8711757	109.43	MFPD08152022	08/15/2022	404161 · Veh Maint. Parts Direct Charge	8711757 Decals SG75	U.S. Bank
1080	31833757	49.99	MFPD08152022	08/15/2022	404040 · Telephone Co. Vendor Payments	31833757 AT&T wireless	U.S. Bank
1080	56362489	511.20	MFPD08152022	08/15/2022	404700 · Utilities	56362489 PG&E	U.S. Bank
1080	268064	108.20	MFPD08152022	08/15/2022	404700 · Utilities	268064 EID Water	U.S. Bank
1080	35319238	201.01	MFPD08152022	08/15/2022	404040 · Telephone Co. Vendor Payments	35319238 ATT	U.S. Bank
1080	46218083	54.99	MFPD08152022	08/15/2022	404539 · Software License	46218083 Mcafee Update	U.S. Bank
1080	64414014	3.99	MFPD08152022	08/15/2022	404539 · Software License	64414014 Aplus archives	U.S. Bank
1080	57617937	137.41	MFPD08152022	08/15/2022	404085 · Refuse Disposal	57617937 EDC disposal	U.S. Bank
1080	91016413	7.00	MFPD08152022	08/15/2022	404539 · Software License	91016413 Freeconf call	U.S. Bank
1080	52556523	93.20	MFPD08152022	08/15/2022	404507 · Fire & Safety Supplies	52556523 C7500 Emergency Tools	U.S. Bank
1080	709126238	64.29	MFPD08152022	08/15/2022	404507 · Fire & Safety Supplies	WTT75, E75, E275 Tools	U.S. Bank
1080	30330939	14.99	MFPD08152022	08/15/2022	404539 · Software License	30330939 Adobe	U.S. Bank
1080	40528238	33.06	MFPD08152022	08/15/2022	404539 · Software License	40528238 Sling scheduler	U.S. Bank
		<b>1781.46</b>					

Aug 15, 22

# Photography And Electronic Imaging

## 709.1 PURPOSE AND SCOPE

The purpose of this policy is to authorize district members to utilize photography and electronic imaging to document incidents while also protecting the privacy of citizens and ensuring district compliance with the mandates of the Health Insurance Portability and Accountability Act (HIPAA).

This policy establishes legal ownership of all photographs and electronic images collected by district members, establishes the parameters for the types of incidents, subjects and activities that may be photographed or electronically imaged, and establishes restrictions on the use of such photographs and electronic images.

## 709.2 POLICY

It is the policy of the Mosquito Fire Protection District to authorize members to utilize photography and electronic imaging to document incidents and district activities that are subject to compliance with specific regulations, conditions, restrictions and guidelines.

The use of photography or electronic imaging of medical patients, injured victims or other people who are medically evaluated or treated by district members must also comply with the requirements of HIPAA.

The Mosquito Fire Protection District shall respect the privacy rights established in the state and federal constitutions.

## 709.3 OWNERSHIP AND COMMERCIAL USE OF PHOTOGRAPHS AND ELECTRONIC IMAGES

All photographs and electronic images taken by district members while on-duty or acting in an official capacity are the sole property of the District and may not be sold, transferred for commercial use, bartered or otherwise distributed for profit by any member of the District without the express prior approval of the Fire Chief (17 USC § 201).

[All photos taken shall be forwarded to the Fire Chief as soon as practical.](#)

## 709.4 AUTHORIZED USE OF PHOTOGRAPHY AND ELECTRONIC IMAGING

### 709.4.1 NON-INCIDENT EVENTS

Photography and electronic imaging may be utilized by district members for non-incident events, including:

- (a) Documentation of district training events, exercises, lectures, classes or activities, and all fire academy-related activities.

- (b) Documentation of internal district events and activities, such as promotional ceremonies, member recognition or award presentations, meetings, seminars, workshops and other activities involving district members.
- (c) Documentation of public events, such as safety seminars, fire station open house events, Administration education events and activities, school safety presentations and club or service organization events.
- (d) Documentation of all district vehicles, apparatus, tools and equipment, facilities and other district-owned property.
- (e) Creating and maintaining a photo/image bank depicting all district members.
- (f) Documentation of all buildings, structures, facilities, infrastructure components, landmarks and recreational areas within the district's jurisdiction for later use in disaster mitigation, recovery and cost-recovery efforts.
- (g) To document any condition, activity or event related to the district's code enforcement responsibilities.
- (h) To document inspections, code compliance activities or any other activity of Administration.
- (i) Unless prohibited elsewhere in this policy, to document any district activity for future use in training.
- (j) For any other purpose authorized by the Fire Chief, ~~Captain or any Division Officer.~~

#### 709.4.2 INCIDENT-RELATED EVENTS

Photography and electronic imaging may be utilized by district members at incident scenes, including:

- (a) Documentation of the conditions on arrival and during suppression activities at any fire incident.
- (b) Documentation of fire, smoke, water, structural collapse or any other damage or conditions resulting from any fire or fire-related event.
- (c) Documentation of people at the scene of a fire or a fire-related incident for the purpose of future investigation.
- (d) Documentation of anything of evidentiary value found at a fire or incident scene where any type of investigation may be initiated.
- (e) Documentation of the location, position, trauma, injuries or any other factor of investigative interest related to deceased victims at a fire or fire-related incident or other incidents.
- (f) Documentation of the condition of vehicles, apparatus, bicycles or other items involved in collisions, accidents, entrapments or other rescue or medical events.
- (g) Documentation of the extrication of trapped individuals in any rescue situation.

- (h) Documentation of the cause, location, extent, severity and nature of traumatic injuries of patients at the scene. These images may be transferred to the receiving physician, nurse or other authorized representative who assumes medical care for the patient.
- (i) Documentation of all aspects of any incident involving hazardous materials.
- (j) Documentation of severe weather events, including any damage, injuries or fatalities caused by such events.
- (k) Documentation of any other event, situation or activity as deemed appropriate and necessary by the Incident Commander of any event.

#### **709.5 PROHIBITED USE OF PHOTOGRAPHY OR ELECTRONIC IMAGING**

District members are prohibited from using photography or electronic imaging except as permitted in this policy.

Prohibited use of photography or electronic imaging shall include, but is not limited to:

- (a) Photographs and/or electronic images may not be taken, transmitted or used in violation of any HIPAA regulation.
- (b) Photographs and/or electronic images may not be taken, transmitted or used for personal purposes
- (c) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photographs or electronic images should be taken inside a private residence during a non-traumatic medical aid incident.
- (d) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photographs or electronic images should be taken of a minor (under 18 years of age) patient resulting from a medical aid response.
- (e) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photographs or electronic images depicting patient genitalia or the exposed breasts of female patients should be taken by district members.
- (f) Unless requested by the receiving hospital or controlling medical authority or deemed necessary for the future treatment of the patient, no photograph or electronic image should be taken of a patient being treated by district members if the person expresses or indicates that he/she does not wish to be photographed. In the event that the need arises to take a photograph or electronic image of a medical patient against the patient's wishes, the medical need for taking the image will be explained to the patient with a witness present. Details regarding the need for the photograph or electronic image, the explanation provided to the patient and the identity of the witness present shall be included in a patient care report and/or incident report for the response.



## Mosquito Fire Protection District

**Board of Directors Meeting**  
Thursday, July 28, 2022 – 7:00 PM  
Mosquito FPD Station 75  
8801 Rock Creek Road Placerville, Ca. 96557

### MINUTES

Item	Presenter
<p><b>1. Call to Order. 7:00 PM</b></p> <p>Topic: MFPD Board Meeting July 28, 2022</p> <p>Time:, July 28, 2022 07:00 PM Pacific Time (US and Canada)</p> <p>If you have a disability and are requesting an accommodation pursuant to the Americans with Disabilities Act, please contact district at 530-626-9017 or <a href="mailto:admin75@mfpd.us">admin75@mfpd.us</a></p>	J. Young
<p><b>2. Roll Call &amp; Quorum announced. Present Directors James Young, Wayne Gregson, Linnea Ugkla, Don Stever and Megan Holmsky. We have quorum.</b></p>	J. Young
<p><b>3. Pledge of Allegiance.</b></p>	J. Young
<p><b>4. 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.</p>	
<p><b>5. ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR</b> The Board may make any necessary additions, deletions, or corrections to the agenda including moving items to or from the Consent Calendar and adopt the agenda and the Consent Calendar with one single vote. A Board member may request an item be removed from the Consent Calendar for discussion and separate Board action. At the appropriate time as called by the Board Chair, members of the public may make a comment on matters on the Consent Calendar prior to Board action.</p> <p><i>Motion to adopt Agenda by Director Young, second by Director Ugkla. Ayes: Directors Young, Ugkla, Holmsky, Stever and Gregson Noes: 0 Abstain: 0</i></p>	J. Young



**CONSENT CALENDAR ITEMS**

- 5.1 Approval of Expenditures- Expenses Jun 20, 2022
- Approval of Expenditures- Expenses Jun 21, 2022
- Approval of Expenditures- Expenses Jun 27, 2022
- Approval of Expenditures- Expenses Jun 28, 2022
- Approval of Expenditures- Expenses Jul 14, 2022

J. Young

- 5.2 Policy 614 Training Records
- Policy 700 Use of District Owned and Personal Property
- Policy 709 Photography and Electronic Imaging
- Policy 710 Non Official use of District Property

D. Stever

*Motion to approve the Consent Calendar except for Policy 709 under 5.2, by Director Young, second by Director Holmsky. Ayes: Directors Young, Uggla, Holmsky, Stever and Gregson Noes: 0 Abstain: 0*

**6. Approval of Minutes**

- 6.1 Minutes June 23, 2022.

*Motion to approve by Director Young, second by Director Holmsky.  
Ayes: Directors Young, Uggla, Holmsky, Stever and Gregson  
Noes: 0 Abstain: 0*

**7. Chief's Report**

J. Rosevear

**8. Issue Items**

- 8.1 Update and Approve FY 22/23 Preliminary budget. *Motion to approve the Updates to the FY 22/23 Preliminary Budget, by Director Young, second by Director Uggla. Ayes: Directors Young, Uggla, Holmsky, Stever and Gregson Noes: 0 Abstain: 0*

J. Rosevear

- 8.2 Approve Finance Committee expansion. *Motion to approve the expansion of the Finance committee by Director Young, second by Director Holmsky. Ayes: Directors Young, Uggla, Holmsky, Stever and Gregson Noes: 0 Abstain: 0*

J. Rosevear

**9. Committee Reports**

- 9.1 Finance committee. *No in person Meeting this month. Did fix the preliminary Budget via email and phone. Working on a new online Quickbooks accounting system.*

M. Holmsky

- 9.2 Strategic Planning & Policy Updates. *Will rework Policy 709 for August meeting.*

D. Stever

<p><b>9.3</b> Communication. <i>Updates on the website for bridge construction. No meeting.</i></p> <p><b>9.4</b> Capital Improvement- CIP Plan. <i>No meeting.</i></p> <p><b>9.5</b> Fundraising Organization. <i>Had one planning meeting.</i></p>	<p>W. Gregson J. Young L. Uggla</p>
<p><b>10. Director's Comments.</b> <i>Director Young wanted to comment on a great response from the Fire Station staff and support group during a water rescue incident last week. Also great response during the Cable Fire in Camino. Tuesday training at airport was great. Thanks to the Pilots' Association. Thanks to Fire fighters who represented MFPD at the SCPOA BBQ.</i></p>	
<p><b>11. Pending Agenda Items:</b> Directors may propose agenda items for future Board meetings. <i>Policy 709 will be brought back at the August Board meeting.</i></p>	
<p><b>12. Adjourn</b></p> <p><b>Next Meeting: Thursday August 25, 2022</b></p>	



## MOSQUITO FIRE PROTECTION DISTRICT

8801 ROCK CREEK ROAD

PLACERVILLE, CA 95667

(530) 626-9017

Fax (530) 626-3240

### *Chief's Report July-August 2022*

Calls for Service: July 21-August 22

Fires- 0

Smoke Check- 1

Medical Aid- 6

Rescue- 2 (Rock Creek Bridge)

The District continues to focus on a dangerous fire season ahead with increased staffing, training, community interaction and patrols. We are fortunate to have an alert and prepared Community. Incidents, so far, have been minor.

The Mosquito Bridge reopened on the afternoon of Tuesday August 9<sup>th</sup>. The road will remain under road control while crews continue to do prep work for the construction of the new Mosquito Bridge. Shimmick Construction and County DOT would like to remind Community members using Mosquito Road to reduce speeds and use caution through the controlled construction zone. There have been reports of several near miss accidents.

Our evacuation planning group has added additional procedures for notifying the bridge construction and road control crews if a fire incident occurs which may trigger an evacuation down Mosquito Road or have an impact on the construction area. If an incident occurs during construction hours, we will have additional road control helping traffic leave southbound and limit traffic coming up to us, with the exception of emergency vehicles. Updated bridge information can be found at our website [www.mfpd.us](http://www.mfpd.us)

On Friday August 5<sup>th</sup>, OES Engine 4312 responded to the McKinney Fire, in Siskiyou County, as a part of an OES task force. The crews worked for a week on fire containment and were released on Friday August 12<sup>th</sup>. The deployment crew was Captain Lugo, Firefighters Elledge and Anderson. During the deployment the engine had mechanical problems and is currently in the OES repair shop. We will have OES 4613 until 4312 is repaired.

Assistant Chief Hern hosted a CPR class (8 attendees) at Station 75 on Sunday July 31. There will be another class set to train additional personnel needing the training. We appreciate Chief Hern for donating his time and expertise to keep us certified. Further information will be coming regarding the next class date.

Tuesday night trainings had special instruction in aircraft emergencies (Steve Loree & Leo Chaloux) and vehicle extrication (Brian Keith & James Young). We appreciate the enhanced training. A special thank you to Steve Loree and pilots who opened their hangers and planes to support the aircraft training and to Board Member Linnea Ugglá for the donation of a vehicle to use for extrication training.

Our long-awaited station electronic sign was installed August 15-17. Many thanks to Meredith Blain for her coordination with bids, vendor selection, permits and communication. We are currently waiting for training from the vendor to access the sign controls and program messages. The sign will be officially dedicated at a ceremony before training on Tuesday September 6<sup>th</sup> @ 5:00pm.

Devin Hern and Coleman Johns have started their Firefighter 1 academy in Sacramento. They will attend training every Friday evening and all-day Saturday with graduation in December (Firefighter 1). Between January-June, the two will be completing an internship at the Consumnes Fire Department and will earn their Firefighter 2 certification. Tuition, travel and books are provided by the FEMA SAFER grant.

Firefighter Heidi Glockner successfully completed Emergency Medical Responder (EMR) training.

We are in the process of obtaining permission to purchase new vehicle extrication equipment through our FEMA SAFER grant. More information coming but we are confident we will be able to replace outdated and inadequate equipment soon. More information will be provided as we move forward.

We have obtained addressing kits for residents and have introduced the program to the Community. We located addressing kits in our storage area and will purchase more if needed with residual donated funds in a separate account. Firefighters will put together the address signs and install them at the best location at a resident's property. The initial cost of the sign will be \$35. We have already received ten requests for the signs.

Our Fire District staff is fully committed to our Community. We stand ready to assist our residents with any needs they may have, to prepare, support and provide the most up to date information. Please call us at 530-626-9017 or stop by the station.

This concludes my report. I will continue to update our projects and report progress. We appreciate the great support we receive from the Community and its commitment to being prepared. This fire season will be every bit as serious and dangerous as last year. If you have any questions or suggestions, please call me at the fire station (626-9017) or email me at [jrosevear@mfpd.us](mailto:jrosevear@mfpd.us).

#### Upcoming Events:

Tuesday August 23- MFPD Firefighter Training- 6pm- Station 75- Public Welcome

Thursday August 25- Fire Board Meeting- 7pm- Station 75

Tuesday- August 30- MFPD Firefighter Training- 6pm- Station 75- Public Welcome

Thursday September 1 - MVFA Monthly Board meeting- 3pm- Station 75

**Saturday September 3- First Annual Chili Cookoff- Dyer Lake 12:00-3:00pm**

Tuesday September 6, 13, 20, 27- MFPD Firefighter Training- 6pm- Station 75- Public Welcome

Saturday September 10- Monthly Support Group Training- Station 75- 10pm

**Saturday September 17- Special Meeting- Final Budget Workshop- 10am- Station 75**

Thursday September 22- Fire Board Meeting- 7pm- Station 75

Jack Rosevear, Chief