



# Mosquito Fire Protection District

**Board of Directors Meeting**  
 Thursday, September 12, 2019 - 7:00 p.m.  
 Mosquito Fire Station 75  
 8801 Rock Creek Road, Placerville, Ca 95667

## MINUTES

Item	Presenter
<b>1. Call to Order.</b> 7:10 PM	B. Mikel
<b>2. Roll Call &amp; Quorum announced.</b> <i>Present Directors Barbara Mikel, William Buhnerkempe, Kathleen Pico, Taffy Warner and Charles Schnell. We have quorum.</i>	B. Mikel
<b>3. Pledge of Allegiance.</b>	B. Mikel
<b>4. Approval of Agenda.</b> <i>Motion to approve agenda with change; move 9.6 ahead of 9.3 by Director Warner, second by Director Pico. Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Absent: 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>No comments.</i>	
<b>6. Approval of Meeting Minutes</b> <b>6.1</b> Regular Board of Directors Meeting Aug 8, 2019. <i>Motion to Approve with amendments; 9.5 first motion Director Pico, second Director Mikel and correction of name Director Warner in 8.4.1, by Director Pico, second by Director Warner. Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Absent: 0</i>	B. Mikel
<b>7. Fiscal Items</b> <b>7.1</b> Approval of Treasurer's Report 2019 Sept 09. <i>Motion to approve Director Schnell, second Director Buhnerkempe Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Absent: 0</i>  <b>7.2</b> Approve or reject Final Budget Fiscal Year 2019-2020. <i>This item will be continued on September 26<sup>th</sup>, 10 AM in a Special Meeting which has been published in the Legal Notices of our local publications.</i> <b>7.3</b> Approval of Expenditures; Expenses 2019 Aug 20. <i>Motion to approve Director Pico, second Director Schnell Ayes: Directors Pico,</i>	T. Warner  T. Warner T. Warner

<p><i>Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Absent: 0</i></p> <p><b>7.4</b> Approval of Expenditures; Expenses 2019 Aug 21. <i>Motion to approve Director Buhnerkempe, second Director Pico Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Absent: 0</i></p> <p><b>7.5</b> Approval of Expenditures; Expenses 2019 Aug 27. <i>Motion to approve Director Pico, second Director Mikel Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Absent: 0</i></p>	<p>T. Warner</p> <p>T. Warner</p>
<p><b>8. Informational items: Correspondence and Communication</b></p> <p><b>8.1</b> Chiefs' Report 2019 Sept 12. <i>Please see attached Report.</i></p> <p><b>8.2</b> Correspondence &amp; Communication. <i>Board President Mikel thanked Fire Marshall Dion Nugent and Division Chief Todd Hern for stepping up and doing a good job as interim Fire Chief.</i></p> <p><i>On behalf of the board of directors and the district residents, I want to thank: district residents Jerry Pullin and Patricia Johnson, Kurt Mikkola, EID Water Operations Supervisor Jim Abercrombie, EID General Manager, Chief Dwyer, Fire Marshall Dion Nugent, Captain Ryan Purves and Firefighter Brian Morris for all the assistance provided to acquire and move three 10,0000 gallon water tanks. A good example of the community members working together.</i></p> <p><i>The tanks were used by EID while servicing the main storage tank on Log Cabin Lane. They were potable storage tanks with a useful life and were headed for recycle. Those tanks were donated to the district for placement in areas not served by EID hydrants.</i></p> <p><i>The three water tanks will provide critical water storage sources for fire suppression to areas in the fire district unserved by hydrant water system. The ability to rapidly access water sources for structure or vegetation fires give the district a first response augmentation we have never had in the past.</i></p> <p><i>Correspondence: Letter received from Fire Chief Savacool, Garden Valley Fire Department; I want to pass on my gratitude to everyone for reaching out and offering support to our District following Tuesday's burn-over at the Country-fire. The support we've received from CAL-FIRE and El Dorado County Fire Departments have been incredible and I will forever be grateful. Thank You.</i></p> <p><i>Letter from El Dorado Hills Fire Department: Dear Fire Marshall Nugent, On behalf of the El Dorado Hills Fire Department, I would like to express our gratitude and appreciation for your support on July 3rd with the fireworks at Town Center. Your support made a huge impact not only on the event, but the entire day leading up to the event. We appreciate your dedication and commitment to assisting a neighboring fire agency. The firework show would not be the huge success it is without the help and support from dedicated personnel like you.</i></p> <p><b>8.3</b> Ad Hoc Committee Reports</p> <p><b>a.</b> Consolidation Committee. <i>Directors Mikel and Pico along with Fire Marshall Nugent attended the last Lafco Committee meeting. The documentation provided is part of this board packet. At this meeting the County Lafco Commissioners requested of County staff a review of the process whereby County would initiate a consolidation. There were some serious discussions with reps from Georgetown, Garden Valley, El Dorado Hills and County Fire Departments.</i></p>	<p>D. Nugent B. Mikel</p> <p>B. Mikel</p>

<p><i>Also general discussions of County initiating a consolidation. A vote was not passed due to lack of quorum. A secondary suggestion by Supervisor Veerkamp to give 6 months for Garden Valley, Georgetown and Mosquito Fire protection Districts to come up with a plan, failed, also due to lack of votes.</i></p> <p><i>A vote was taken and passed that Lafco is to be directed to do their Municipal Service Report which is due. It reviews districts ability to provide services. They are serious about moving forward with consolidation, but they want to see cooperation between the districts. Ramification for MFPD; need to see if District can functionally work together. We need to explore this process. If the process is initiated by Lafco, then they have to pay the fees involved.</i></p> <p><b>b.</b> Grant Coordination Committee. <i>No news on the 2 FEMA Grants. Good news; Cal Fire is planning another Grant round this fall for Fuel Reduction and other related items.</i></p> <p><b>c.</b> Long Range and Strategic Planning Committee report. <i>Please refer to 9.2.</i></p>	<p>C. Schnell</p> <p>T. Warner</p>
<p><b>9.1</b> Approve or reject Resolution 19-05 Approving the Department of Forestry and Fire Protection Agreement # 7FG17086. <i>Motion to approve by Director Pico, second by Director Schnell Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Abstain: 0</i></p> <p><b>9.2</b> Approve or reject an MFPD Workshop to Gather Public Input on Draft Strategic Plan. <i>Motion to approve Workshop on Saturday September 28<sup>th</sup>, 2019 at the MFPD Fire station by Director Buhnerkempe, second by Director Warner. Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Abstain: 0</i></p> <p><b>9.6</b> Approve or reject Incentive Pay Program. <i>Motion to approve with condition that the Policy be written by Interim Chief Nugent and Director Warner, and presented at the Special Meeting September 26, 2019 by Director Pico, second by Director Schnell. Ayes: Directors Pico, Warner, Mikel, Schnell. Noes: Director Buhnerkempe Abstain: 0</i></p> <p><b>9.3</b> Approve or reject 2-02, to clarify CTO verbiage in Policy. <i>Motion to Approve with the agreement that clerical corrections can be done without bring it to the board by Director Buhnerkempe, second by Director Warner. Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Abstain: 0</i></p> <p><b>9.4</b> Approve or reject Correction to Web Policy 1-13 and 3-1-13. <i>Motion to approve by keeping at 1-13, delete 3-01-13, by Director Mikel, second by Director Pico. Ayes: Directors Pico, Warner, Mikel, Schnell and Buhnerkempe. Noes: 0 Abstain: 0</i></p> <p><b>9.5</b> Approve or reject Letter of Support for ACA 1. <i>Motion to approve by Director Pico, second by Director Schnell. Ayes: Directors Pico, Warner, Mikel, and Schnell. Noes: 0 Abstain: Director Buhnerkempe</i></p>	<p>B. Mikel</p> <p>C. Schnell</p> <p>D. Nugent</p> <p>W. Buhnerkempe</p> <p>W. Buhnerkempe</p> <p>B. Mikel</p>

<b>10. Adjourn to closed Session. 9:22 PM</b> Pursuant to Government Code 54956.9, the Board will receive a confidential update regarding the Joseph vs MFPD lawsuit. The Board may, if deemed appropriate, offer guidance to the Attorney representing the District.	B. Mikel
<b>11. Return to open session and report. 9:32 PM. The Board received a confidential update regarding the Joseph vs MFPD lawsuit.</b>	B. Mikel
<b>12. Director's Comments.</b>	
<b>13. Adjourn. 9:40 PM</b>	

*Meeting Date:* September 12, 2019  
*Agenda Topic:* Department Monthly Progress Report

*Prepared By:* Dion Nugent, Fire Marshal  
*Date Prepared:* September 6, 2019

*The primary purpose of this report is to keep the Fire Board Directors informed as to the activities and progress on major programs or objectives. The items listed, as near as possible, are in priority order. As a second purpose, this report will be shared with the Officers Management Team and all fire personnel.*

**Personnel :**

- *Continued development of the revised hiring procedures. Standardizing the process.*
- *Added two firefighters to our relief team. Alyssa Sample and Emily Schwegler are lateral hires from the Georgetown Fire Department.*

**Finance:**

- *Looking into the possibility of adding a cost recovery component into our system for fires which are deemed as arson where we would recoup costs from convicted parties. In addition, looking at the possibility of billing costs to non-residents for auto accidents and technical rescues that occur within our district. This is a common practice in other agencies.*
- *The grant allowing for the installation of the exhaust system has been completed. After the modification to WT75, we had enough revenue left in the grant to purchase I-pads and mounting systems for E75, E275, WT75, S75 and C7500. These are scheduled to be installed by the end of the month.*
- *Resolved outstanding invoice with Westmark for repair to E75.*

**Department Training and Safety:**

- *Captain Mark Schwegler has been assigned to the role of Department Training Officer. Mark will be working during the next few months on implementing a training program including schedule and reporting process including our mandated training requirements.*

#### **Community Risk Reduction:**

- *We have renamed our Prevention Division to “Community Risk Reduction”. This division will encompass Fire Prevention and Public Safety & Education.*
- *Continued work occurs on the Fee schedule. Will have a draft format for review at the October meeting.*

#### **Mosquito Firefighters Association:**

- *The Firefighter’s Association board voted to dissolve the 501C3 and to establish a new one. The purpose was to create a separation point and a new beginning.*
- *Community event held at Finnon Lake was a great success! There was great support and attendance.*
- *working on the 2019/2020 event calendar which will include for community-based events*
- *Donated approximately 5 additional PPE racks to complete the installation. Approximate Value 1600 dollars.*

#### **Operations Report:**

- *Incidents: 5*
  - *Technical Rescue (1)*
  - *Medical Aid (4)*
  - *Fire (0)*
- *IMT/Strike Team/Special Assignments*
  - *WT75 and E75 are stused and awaiting assignment.*
  - *There are no IMT assignments yet for this season.*

#### **Recruitment & Retention:**

- *Implementing a pay incentive plan*
- *Beginning discussions about the 2020 volunteer firefighter academy*
- *Building team morale through active participation and pride in ownership. We are in the process of breaking necessary duties and tasks into categories and assigning ownership to specific personnel who can oversee and nurture each program. Permanent personnel will each be handling 1-2 programs each, while the rest of the programs are divided among the relief personal. Each relief personnel member who is in charge of a program will be paired with a volunteer firefighter. The support team and explorer program will continue to serve as an invaluable resource for each program as needs arise.*

**Logistics:**

- *PPE racks provided by the MVFA have been received and are in the process of being installed. Thank you MVFA!*

**Futures Program / Cadet Program:** *By Chris Dillender*

- *Working with our insurance carrier to finalize the documents.*
- *Continued training occurs.*
- *Development of the 2019/2020 training calendar.*
- *Looking into the possibility of involving our recruits in some of the training and logistics of the 2020 divide fire academy.*
- *Invited to provide logistical support for the 2020 Battle of the Badges chili cook-off.*

**Interlocal:** *(Attended the following meetings)*

- *Attended the JPA meeting. continued talks about modification of the county contract, ongoing discussions about Inner Facilities Transfers.*
- *Attended the Fire Chief's Association meeting.*
- *Attended the LAFCO meeting regarding consolidation. there were healthy discussions regarding consolidation which led to the issue being revisited next month.*

**Good of the Order:**

*Just want to say that on behalf of Todd Hern and myself, it has been an honor to sit in and cover the duties of Fire Chief. This is a very special District with a long list of dedicated and decent people each doing their part. This last 6 weeks or so have been very enjoyable and challenging. Todd nor I could not have done our job and been successful in the event that we did not have such an amazing team to work with. Special thanks to all those who showed us, stepped up, and gave of themselves, their time and their energy. You are appreciated and respected.*

*I look forward to going back to my role as your Fire Marshal. I am very grateful to be given the opportunity to serve as one of the many hands that make light work here within our agency, for our district and for the members of this beautiful community. THANK YOU!*