



BOARD MINUTES May 14, 2020

**SCOTT VALLEY FIRE
PROTECTION DISTRICT**
A California Special District
Siskiyou County, California
P.O. Box 130, Greenview, CA 96037
(530) 468-2170 messages only
Location: Fire Hall, 317 Maple St.
Greenview, CA. 96034
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Assistant Chief Scott Frick
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Administrator Nancy Salucci
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Board of Commissioners:
Larry Alexander, Chair
James C. Roseman, Vice Chair
Jay Akerman
Kathleen Williams
Kevin Hullquist

Summarized **MINUTES** from a regular Board of Commissioners meeting of Scott Valley Fire Protection District, Greenview, California. The meeting was held on Thursday May 14, 2020 and was opened at 6:00 p.m. by Chair Larry Alexander. Present were Board members Jay Akerman, Kathleen Williams, and Kevin Hullquist. James C. Roseman had an excused absence. Chief Paul Buchter, Assistant Chief Scott Frick, and Administrative Officer Nancy Salucci were also present. Due to Covid-19 concerns, the meeting was held in the Greenview Station, rather than the board room, allowing 6' spacing between participants (photo available upon request). According to Chair Alexander, government orders regarding public meetings were not violated.

PUBLIC COMMENTS None

Chief Paul Buchter

New firefighter applications, deletions from roster New applications were received from Christian Sherfy, Wendy Lambert, and Cody Rogers.

Training/Safety/Injury and Illness Prevention Program monthly report

Safety training included "pump and roll" exercises at Captain Poling's residence. Mike Wilson has returned as our training instructor.

Long and short range plans

[See attachment for the detailed list.] Chief Buchter spoke in depth regarding the on-going plans from 2017 through 2019.

- A permanent location for Rescue 1540 is still needed. The vehicle currently resides at Etna Fire Department station as that is the most convenient location for the majority of our medical responders.
- Assistant Chief Frick offered to donate an appropriately-sized commercial exhaust fan to ventilate the Greenview Station. Downey Heating & Cooling reported it would cost \$10,000 to outfit the training room according to NFPA standards. Action was postponed pending decisions about the new training facility construction.
- Questions raised by Chief Buchter included "Do we want to continue to staff our stations with the same kind of equipment we have used historically or do we want to replace older vehicles with, for example one Type 3, one Type 1, and a water tender at each station or do we keep the Type 2s?" He explained that some pieces of equipment serve us well in Scott Valley, but are not useful outside of the Valley. Chair Alexander leans more towards wildland equipment and strike team appropriate equipment: "The future will be wildland and strike teams and they have the greatest potential for [strike team] reimbursement." Chief Buchter said that no one uses street queens any more.
- Three vehicles are scheduled for auction on May 18, 2020.
- Buchter and Frick will develop an equipment plan and present it to the board.
- Recruiting volunteer firefighters is a high priority and Chief Buchter has been handing out lots of applications. Covid-19 stalled his momentum. There are only seventeen members currently on the roster. Both Chief Buchter and Chair Alexander agreed there is a lot of interest in the department these days. Facebook has a big impact and Leah Kraus "is doing a fabulous job," according to Chief Buchter. A recruitment plan is in the works.
- Chief Buchter's priorities for 2020 are to
 - Accomplish the old 2017, 2018, and 2019 plans
 - Complete all "ongoing" plans
 - Reach the recruitment goal of 25 members
 - Build and open the Al Buchter Training Facility

New home for Scott River station vehicles Administrative Officer Salucci received an email from Carol Fisher, owner of Pastures of Heaven, requesting that we vacate the station hopefully by September 1, 2020. Former Chief Austin is working on cleaning out the station. Part of our equipment removal will include removing the heater and fuel tanks. It is our intention to comply with the request to vacate by September 1st.

Three vehicles currently occupy the Scott River Station: 1516, 1517, and water tender 1537. Chief Buchter hopes that Lloyd Pearson will agree to store 1537 this summer. There is an unlikely possibility that something could be worked out with QVIR to house these vehicles, although there would be no nearby staffing. Fort Jones FD now will be the closest responding agency for Scott River emergencies.

When the seven stations were located throughout the valley in the 1980s, they were strategically placed five miles apart so property owners would qualify for a specific ISO rating and lower insurance rates. With the previous loss of the Eastside Road Station and now the Scott River Station, our ISO rating will be lost and insurance rates likely will be compromised.

If absolutely necessary, the proposed training facility in Greenview (if built this summer) could be used to store two of the vehicles throughout the winter.

Scott Valley Fire and Rescue Alliance Report Although the Alliance meetings were suspended due to Covid-19, the “dialog is going great and the three departments are working really well together,” explained Chief Buchter. An Automatic Aid Agreement has been drafted by County Council and sent to both the Fort Jones and Etna city attorneys.

Purchase of “chaser” vehicle for strike team participation FJFD Chief Shepard and City Manager Karl Drexel have offered to sell us FJFD’s fully-equipped Chief’s vehicle for \$2,000. It needs a new engine at a cost of \$2500-\$5,000. Assistant Chief Frick said there is at least \$2,000 worth of specialty equipment on the rig and it meets all standards. If SVFPD sends a strike team leader to a fire, we must have a “chaser rig.” Additionally, Chiefs “must have an official vehicle.” Motion to ask the Dalmatians to purchase this vehicle at a cost not to exceed \$9,000 for the vehicle and all repairs. All current equipment must remain on the vehicles upon transfer from FJFD to SVFPD. The deal will be null and void if any equipment is stripped. Motion Williams/2nd Hullquist. All ayes. Passed.

Continuing/New business

- *ISO and alternate water systems:* The ISO packet has been completed, including notification of the Eastside and Scott River Stations being closed. We are using alternate water systems—our water tenders. The use of local agricultural wells and makeshift water systems (i.e. additional water trailers) would be “a game changer” for our ISO rating. CalFire has expressed interest in using our water trailer. Chair Alexander has identified twelve locations for agricultural water. The Chief hopes we can get a grant to purchase materials and hookups and “we’d basically have a hydrant system for the Valley,” he said. In attempting to locate SVFPD’s four hydrants, Chief Buchter believes there is one tank fill in very poor shape on Kidder Creek and two on Sawyer’s Bar Road (hidden by overgrown shrubbery). Chair Alexander suggested we might be able to use the well near the county barn south of Etna and one near the Ball and/or Hauser Ranches.
- *SCBA purchases:* Due to CalFire’s focus on wildland fires, purchasing self-contained breathing apparatus is no longer an option with the annual 50%/50% Volunteer Firefighter Assistance grants. Our previous strategy was to purchase two units per year via the grant program, but we have been unable to do so in the recent past. With the expiration of this equipment looming in 2024, it is imperative that we immediately begin purchasing several tanks per year. The Board agreed to ask the Dalmatians to assist with these purchases for the next four years. Chief Buchter will get specifications and prices.
- *Cal-OES/CalFire annual agreement:* The wording has changed somewhat this year and the agencies are “tightening-up” how they will pay departments. Salucci will review the proposed contract’s Admin and Workers’ Comp payments.

Assistant Chief Scott Frick

Continuing/New business

Donations: Assistant Chief Frick cleared the weeds around the Greenview Station. He asked to purchase a weed eater. Kathy Williams offered to donate her commercial strength Stihl to the department (\$450 value). Assistant Chief Frick successfully solicited a pallet of bottled water from Cindy Miller, General Manager at Crystal Geysers. Salucci will send a thank you note.

Strike team availability: Jason Vela at CalFire confirmed that we must report our availability to participate on strike teams including equipment types and staff names each and every week; otherwise we will not be considered or dispatched.

QVIR water tender: Fire Administrator Veronica Rasmussen has contracted with Quartz Valley Indian Reservation to hire their water tender for strike teams. SVFPD might be asked to staff the water tender.

Kellems Lane brush clearing project is almost completed. We rented a chipper from Siskiyou County and will likely receive a bill for \$40. The project went very well and we can rent the chipper again.

Burning at Greenview Station: Burning at the Greenview Station (with a burn permit) is being conducted as weather permits.

Administrative Officer Salucci

Approval and payment of bills

Nancy Salucci	2418.48
Nancy Salucci (reimbursement)	141.49
Paul Buchter	738.80
Scott Frick	323.22
City of Ft Jones	200.00
Siskiyou Tel	90.43
Pacific Power	292.71
US Bank	4922.84
Mean Gene's Gas	316.60
Larry Hicks (Physical)	119.00
Stu Henderson Equip. Repair	440.00
SCAT dues	75.00
Sisk Fire Chief's Assn dues	50.00
SV Auto Parts	17.67
Josh Frick (boots)	200.00

Budget transfers \$1500 from Contingencies into Regular Wages to cover Q2 IRS and EDD payments. **Deposits** None

Motion to pay bills: Motion to pay bills Hullquist/2nd Williams. All ayes, passed.

Approval of proposed Budget for 2020-2021

The Board approved the budget worksheet showing a Recommended Budget of \$111,435.00 income and \$152,000 expenses (\$50,000 wages, \$12,000 workers' comp, departmental expenses \$60,000, and \$30,000 capital improvements for building the training center). As needed, we may draw upon the contingencies account (as of 30 April 2020 \$243,780). Motion to approve 2020-2021 Recommended Budget Williams/2nd Hullquist. All Ayes. Passed.

Dalmatians report \$21,974.97 Edward Jones, \$8760.10 Banner Bank: Total \$30,735.07

Oral communications, correspondence, continuing/new business Nothing to report

Operations Data

	Jan	Feb	Mar	Apr	May	
Full Strength (goal)	25	25	25	25	25	
Active firefighters on roster	17	17	17	17	15	
Inactive firefighters	0	0	0	0	2	
Firefighters removed from roster	3	0	0	0	0	
New applications received	0	0	0	0	3	
Applications pending	2	0	1	1	4	
Applications distributed	0	0	3	3	0	
Attended 1st Tuesday drill	13	10	10	canc	9	
Attended 2 nd Tuesday drill	8	7	2	13		
Station staffing—Some respond to multiple stations						
Greenview	5	5	5	5	4	
French Creek	5	5	5	5		

Callahan	3	3	3	3		
Moffett Creek	5	5	5	5		
Scott River	2	2	2	2	1	
Masterson-Unstaffed, no vehicles						

BOARD REPORTS

Larry Alexander, Chair (Public Information Officer, Grant Procurement, Fire Safe Council Liaison)

Approval of minutes Motion to approve the minutes for the March 12, 2020 meeting, Williams/2nd Hullquist. All ayes. Passed. Motion to approve the Board Notes from April approving payment of the County Warrants Hullquist/2nd Williams. All ayes. Passed.

Scott Valley Fire and Rescue Alliance Executive Committee Report Chair Alexander spoke with Consultant Rick Kolomay who says he is still available for us. The Executive Committee may soon start having meetings again. Chair Alexander reported that the Executive Committee and the Alliance are working very well together. Siskiyou County, Cal Fire, and USFS are all aware of the Alliance and they are following our progress. Thinking way ahead, members of the Alliance have starting to align their equipment purchases.

Oral communication; correspondence; continuing/new business

United Way grant: The Siskiyou Chapter of United Way got funding for emergency preparedness community outreach and training. Northern California Resource Center will help with all of the Yreka and part of the Scott Valley programs. All groups had to redirect their outreach and training to focus on Covid-19. Program training will include fire districts, the Alliance, the public via Facebook and public meetings, etc. Chair Alexander asked for advice and help from the Alliance on reaching the public with new material. The Siskiyou Chapter will ask United Way for continuing financial assistance so emergency preparedness education can progress annually.

Fire season projections: All agreed that the prognosis for the 2020 fire season is dire. California is in the midst of a mega drought. There will be a lack of sufficient firefighter camps. For example, many low-level offenders in state camps are being released due to Covid-19 concerns. There will be less than one-half of the usual crews.

James C. Roseman (Vice Chair, Personnel liaison) Excused absence

Jay Akerman (Fiscal Oversight/Insurance)

Continuing/New business Nothing to report.

Kathy Williams (Sunshine Committee)

Continuing/New business Commissioner Williams thought a June BBQ might not be permitted due to Corona-19 social distancing requirements. Planning has been tentatively postponed from June to August.

Kevin Hullquist (New training facility coordinator)

Report on Training Facility Property Development Chief Buchter and Assistant Chief Frick discussed the timeline. The property lines have been surveyed and the fence completed.

We own three different lots. It is likely that we can assign the old continual use permit (CUP) to the two newly acquired lots. Because we are a government agency, we should be automatically granted a CUP with no need to change zoning. The Planning Department will get back to us this week. Chief Buchter will “go out for construction bids ASAP.” His guesstimate on construction costs using our stored metal building is \$10,000 to \$30,000.

New/Continuing business Nothing new to report

Motion to Adjourn Hullquist/ 2nd Akerman. All ayes, passed.

Date _____

 Chair

 Administrative Officer

Proposed short and long range plans for the District, April 2020

2017 Plan

1. Where and how to house Rescue 1540 (continued)

2018 Plan

1. Replace Engine 1517, 4x4 Type II (continued)
2. Greenview Station exhaust ventilation (continued)
3. Continue dialog in regards to merging Valley departments (continued)

2019 Plan

1. Recruit enough people to have 25 active volunteers on the roster (continued)
2. Sell surplus equipment: lights, radios, etc. (continued)
3. The Albert Buchter Training Facility (ongoing)
 - Complete land survey (ongoing)
 - Fence property (completed)
 - Develop architectural plans for structure.
 - Identify potential funding sources, apply for construction grants

2020 Plan

1. Compete continued and ongoing items from previous years, with emphasis on:
 - Recruit 25+ volunteers
 - Complete A. Buchter Training Facility
2. Identify and apply for grants
3. Develop record keeping procedures, including:
 - Equipment records, inventories and replacement schedules
 - Create digital workspace to house important records
 - Create Individual Development Plans (IDP) for each volunteer
4. Create departmental standards for equipment purchasing to meet NFPA and ISO requirements
 - Develop standard typing for engines, water tenders and rescues, to aid in purchasing and grant proposals
 - Develop standard types for equipment purchases to maintain consistency, meet requirements and aid in purchasing
5. Develop a recruitment and retention plan for the board and firefighters
6. Explore strategies to reduce ISO ratings

Long range plans

2022-Replace engine 1514 and engine 1516

2023-Replace engine 1519

2024-Replace 40 SCBA tanks which will be obsolete (purchased 2009, 15-year life span)

- Though the 50/50 grant we are purchasing 2 SCBA tanks/year which will allow 14 of the 40 to be replaced. This leaves 26 tanks to be replaced.

2028-Replace Water Tender 1531

2033-Replace Engine 1510, Water Tender 1530

2034- Replace Water Tender 1534

2035-Replace Water Tenders 1533 and 1537

2047-Replace Rescue 1540

January – December 2019 totals per Cal-Fire dispatch records

Veg Fires	Structure Fires	Other fires	Vehicle Accidents	Medicals	Haz Mats	Public Assists	Others	Total
24	2	23	11	56	2	19	20	157

January 2020 totals per Cal-Fire dispatch records

Veg Fires	Structure fires	Other fires	Medicals	HazMats	Public Assists	Others	Total
0	1	1	5	1	1	2	12

February 2020 totals per Cal-Fire dispatch records

Veg Fires	Structure fires	Other fires	Medicals	Vehicle Accidents	Public Assists	Others	Total
1	2	0	15	1	1	1	21

March 2020 totals per Cal-Fire dispatch records

Veg Fires	Structure fires	Other fires	Medicals	Vehicle Accidents	Public Assists	Others	Total
2	0	4	12	1	2	3	24

April 2020 totals per Cal-Fire dispatch records

Veg Fires	Structure fires	Other fires	Medicals	Vehicle Accidents	Public Assists	Others	Total
1	1	2	22	6	0	2	34