



SVFPD MINUTES January 11, 2024

Summarized MINUTES from a regular Board of Commissioners meeting of Scott Valley Fire Protection District, Greenview, California. Chair Larry Alexander opened the meeting on Thursday, January 11, 2024. Present were Commissioners Kathy Williams, Gregory Lindholm, Kevin Hullquist and Jennifer Frick, and Administrative Officer Nancy Salucci, and Chief Paul Buchter.

Public Report Period: None

BOARD REPORTS

Larry Alexander, Chair Fire Safe Council Liaison)

Welcome new/returning members: Jennifer Frick, Kevin Hullquist, Gregory Lindholm

Appointment of Gregory Lindholm to SVFPD Board. The Oath of Office was given to Gregory Lindholm by Administrative Officer Salucci. His term ends December, 2025.

Annual organizational meeting: Appointment of Board Officers. Larry Alexander was voted Board Chairman and Gregory Lindholm will serve as Vice Chair. Motion to approve officers: Williams/2nd Hullquist, three ayes including Frick; Alexander and Lindholm abstained. Motion Passed.

Approval of Minutes from the November 9 and December 7, 2023 meetings were approved. Motion: Williams/ 2nd Lindholm, four ayes, Jennifer Frick abstained. Passed.

Continuing/new business The Fire Safe Council continues to apply for grants. Nothing new to report.

Kathy Williams (Personnel, Sunshine Committee, Dalmatians Liaison)

CLOSED SESSION Annual Employee Reviews

Re-open meeting: Employees all received favorable reviews and were given 5% cost of living raises: Administrative Officer's salary is \$4264.66; Chief and Assistant Chiefs salaries are \$1293.34.

Dalmatians Report Banner Bank for June: \$20,227. Edward Jones \$16,724.

Annual Firefighter Appreciation Dinner. The December 7th dinner at Maria's Restaurant in Ft. Jones was a big success. Thanks were given to Commissioner Williams for her efforts in making all the arrangements. Award recipients were Josh Frick, George Poe, and Leah Kraus.

Continuing/new business: Nothing new to report.

Greg Lindholm

Training Center Up-date Commissioner Lindholm stated that they are closer to getting the application/building plans submitted to the County. We need to submit a revised plot plan. The soil report from the engineer was OK. There will be a six weeks review time, a permit issued, then we can get bids on the foundation.

Kevin Hullquist

Continuing/new business: Nothing new to report.

Jennifer Frick

New business Nothing new to report

Administrative Officer Nancy Salucci

Hiring resiliency rep for public feasibility study Salucci was asked to research the possibility of obtaining an OES grant to fund a public feasibility study. She could not identify any OES grants for feasibility studies.

Investing District funds with California Class Salucci explained that this was something former Commissioner Scott Frick was looking into and would be worth pursuing. The director of California Class expressed interest in talking to us and perhaps setting up a meeting with other Siskiyou County Departments. Commissioner Jennifer Frick agreed to pursue this.

Review of SDRMA Property & Liability Insurance 2024-25 submission Salucci and Chief Buchter are working hard on reviewing and recalculating the exceedingly high values on our stations that were submitted to SDRMA last year. Chief Buchter explained the new valuations for buildings including slab and contents, and vehicles plus attached equipment.

**SCOTT VALLEY FIRE
PROTECTION DISTRICT
A California Special District
Siskiyou County, California**
P.O. Box 130, Greenview, CA 96037
(530) 468-2170 messages only
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Assistant Chief Steve Poling

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Administrator Nancy Salucci

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Board of Commissioners:

Larry Alexander, Chair

Greg Lindholm, Vice Chair

Kathleen Williams

Kevin Hullquist

Jennifer Frick

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2024 CSDA/SDRMA Special Districts Leadership Academy approval. Salucci requested permission to attend this year's conference. She has been awarded a \$675 scholarship by CSDA to cover the conference fees. The Board agreed the department would be responsible for travel expenses to San Rafael.

Approval and payment of bills from December 7, 2023 and January 11, 2024:

December 7, 2023 Transfer requests and revenue deposits: ACH Transfers: IRS Q4 \$1329.34; EDD Q4 \$117.02. \$3513.05 ACH direct payment from Cal Fire for the Meamber Fire; \$33720.52 ACH direct payment from KNF for payment on the Happy Camp Fire. Transfer of \$33,730 into 611100 Regular Wages account. Deposit \$1152.80 from the Summit Fire; \$1500 from the sale of the 1988 Ford (cash originally deposited with Banner Bank, then paid to our Siskiyou County Auditor account);

Bills for December:

Paul Buchter	100.00	Reimburse internet
Steve Poling	100.00	Reimburse internet
Paul Buchter	1137.52	Salary
Steve Poling	1137.52	Salary
Nancy Salucci	3302.85	Salary
Nancy Salucci	157.20	Mileage
Siskiyou Tel	97.19	Utility
Town of FJ for FJ Fire Dept	200.00	December donation
Josh Frick	210.51	Reimburse medical supplies (restock 1540, et al)
Dept of Justice	32.00	Fingerprinting
Redline Engraving	145.00	Appreciation plaques
Mean Gene's Gas	340.72	Kerosene
Rosalinda Frick	50.00	Stipend (2023 incidents/training)
Cascade Fire	126.50	Coupling
SVFPD	759.00	Reimb Banner Bank acct for Appreciation Dinner check
SVFPD	83.00	Reimb Banner Bank acct for Permit fees on Training Center

Motion to approve the bills Williams/2nd Hullquist. Four ayes, passed. Frick abstained.

January 11, 2024 Transfers and Revenue/deposits: ACH Transfers: IRS Q4 \$1320.24; IRS Q3 \$97.12; EDD Q4 \$262.41. Transfer \$100,000 from 800 000 Contingencies account into 728000 Department Expenses account to cover continuing expenses.

Deposits included an annual \$100 check received from a donor who asked to remain anonymous and a \$12,113.79 direct payment from KNF for payment on the Scott Fire.

Bills for January

Paul Buchter	1337.52	Salary
Steve Poling	1337.52	Salary
Nancy Salucci	3316.53	Salary
Nancy Salucci	496.04	Mileage/office expenses
Siskiyou Tel	98.00	Utility
USBank	585.50	Misc. equipment/gear/supplies/fuel
Town of FJ for FJ Fire Dept	200.00	January donation
Mean Gene's	234.34	Kerosene
CSDA	1200.00	Annual dues
Cascade Fire	3203.35	Equipment
Town of FJ for FJFD	4542.50	SCBAs from AFG grant
E&S Engineers	500.00	Soil evaluation

Motion to approve the bills Williams/2nd Hullquist. All ayes, passed.

Continuing/new business Ordering sweatshirts—continuing discussion from autumn 2023. Salucci presented the costs to the board and it was agreed to proceed with ordering hoodie sweatshirts for operational personnel and vests for the Board.

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Operations Data 2023

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Full Strength (goal)	25	25	25	25	25	25	25	25	25	25	25	25
Active firefighters on roster	15	15	15	17	17	19	20	20	20	22	22	24
Inactive firefighters	0	0	0	1	1	0	1	2	2	2	2	0
Firefighters removed from roster	0	0	0	0	0	0	0	0	0	0	0	0
New applications received	3	0	1	2	2	0	1	1	1	1	0	0
Applications pending	3	3	4	2	4	1	2	3	1	1	1	0
Attended 1st Tuesday drill	15	8	10	7	9	7	6	7	3	6	5	8
Attended 2nd Tuesday drill	8	7	3	14	8	14	8	6	9	6	6	-
Station Staffing: Greenview	6	6	6									
French Creek	3	3	3	4	4							
Callahan	1	1	1									
Moffett Creek	8	8	8	9	9							

November incident dispatches

Vegetation Fires	Vehicle Accident	Structure fires	Other fires	Medicals	Haz Mats	Public Assists	Others	Total
0	1	1	1	21	0	2	1	27

November personnel responses: 19

December incident dispatches

Vegetation Fires	Vehicle Accident	Structure fires	Other fires	Medicals	Haz Mats	Public Assists	Others	Total
0	2	0	4	19	1	6	1	33

December personnel responses: 24

Operations Reports: Notes submitted directly from Chief Paul Buchter

- **Alliance (formerly “Consolidation”) meeting** Avery productive Alliance meeting was held on January 5th.
 - Standardized operations SOP’s will be written that will be generic enough to include each department’s specific strategies.
 - We are working on combining our recruitment efforts.
 - The group has begun discussing combined trainings, that will involve all 3 departments plus Etna Ambulance. We discussed having trainings every week on Wednesday evenings, these will be comprised of one medical training per month, and three fire-centric trainings. These will meet the demand for more trainings and certifications. ISO requires four hours per week of training. California mandates that all volunteer members must be certified to a certain level (FF1, FF2). We are presently ahead on training levels. When our new training center is built, meetings will be held in Greenview.
 - Chief Hess will be running point as he is California certified by the State Fire Marshall as a structure fire instructor. Etna FD Chief Kramer and I will assist FJFD Chief Hess. I will teach the wildland fire component as I am certified.
 - Firefighters will be able to choose which trainings they want to attend, but must attend at least two per month.
 - I would also like to pay FJ Chief Hess, the same \$600/semester as we were paying Instructor Wilson, saying it would be a worthwhile investment. Board members agreed that when the training talks were finalized and I presented a proposal to them that they would consider paying Joseph.
- **2024 FEMA Grant for Self-Contained Breathing Apparatus:** The SCBAs have arrived and Assistant Chief Poling with pick them up tomorrow.
 - Chief Hess will apply for a grant similar to 2023 grant that was partially funded (we got about half), with the hope of receiving funding for the rest of our SCBAs.

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- **Special District Fire Response Fund.** Look into Assembly Bill (AB570 23-24) to fund special districts to expand and increase fire suppression staffing. We need to keep an eye on this, as it will provide funding for full-time firefighters.
 - Commissioner Lindholm will look into this.
- **Hiring firefighters for prevention projects.** We need to identify grants that meet our goals for the workforce.
- **Grants:** I would also like to look at grants and start prepping: CAL Fire-Volunteer Fire Capacity (closed) and Wildfire Prevention grants (open). FEMA-Assistance to Firefighters grant (AFG, opens soon), and the Staffing for Adequate Fire and Emergency Response (SAFER, closed). CAL Water-Firefighter Grant Program. California Fire Foundation (closed). It would be great to have someone identified on the Board, who keeps track of the application dates, and prompts us (me) to stay on top of these.
 - Commissioner Jennifer Frick offered to work with Chief Buchter on identifying and tracking grants.

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

Date _____

Chair

Administrative Officer

DRAFT