

PENN VALLEY FIRE PROTECTION DISTRICT

BOARD OF DIRECTORS  
David Farrell, Chairman  
Kurt Grundel, Vice-Chairman  
Joey Jordan, Director  
Terry McMahan, Director  
Bruce Stephenson, Director



P.O. Box 180  
Penn Valley, CA 95946  
(530) 432-2630

AGENDA

For Regular Meeting of the Board of Directors  
Tuesday January 2, 2018 @ 6:30 P. M. at Station No. 43  
10513 Spenceville Road  
Penn Valley, California

The Board of Directors welcomes you to its meetings which are scheduled the first Tuesday of each month, and your interest is encouraged and appreciated. All meetings are recorded.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA: After receiving recognition from the Chairperson, please give your name, address and your comments or questions. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. Time limitations shall be at the discretion of the Board. The Chairperson or Vice-Chairperson may limit any individual to not less than 3 minutes.

Copies of agenda materials may be obtained in the District Business Office, 10513 Spenceville Rd. Penn Valley, California at a cost of 10 cents per page.

All items on the agenda may be acted upon by the Board of Directors.

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I. STANDING ORDERS: Call the Meeting to Order.

1. Pledge of Allegiance
2. Roll Call

II. \*PUBLIC COMMENTS (See page 3)

III. \*CONSENT CALENDAR Approximate time: 3 Minutes

These items are expected to be routine and non-controversial. They will be acted upon by the Board of Directors at one time without discussion. Any board member, staff member or interested party may request that an item be removed from the consent calendar for discussion.

1. Penn Valley Fire Department Auxiliary
2. Review/Approval of Minutes of Regular Meeting of December 12, 2017
3. Review/Approval of Payment of Bills and Payroll for November 2017
4. Review/Approval of Financial Reports through November 2017

IV. \*PERIODICAL WRITTEN REPORTS/MINUTES

1. Nevada County Fire Chiefs' Association - (Chief Wagner)
2. Nevada County Fire Agency - (Kurt Grundel)
3. LAFCo - (Kurt Grundel)
4. Penn Valley Firefighters Association Report

V. \*FIRE CHIEF'S REPORT

VI. \*DISCUSSION/ACTION ITEM

1. Election of Chairperson and Vice-Chairperson for 2018
2. Approval of Authorized Signatures for Nevada County Auditor-Controller 2018
3. Discussion and Possible Approval of CalPERS Resolution of Intention 2018-01 Add Amendment to Contract for Section 21118 Partial Service Retirement
4. Proposal to Abolish District Personnel Code in Conjunction with Adoption of Lexipol Policy Manual
5. Nominate Nevada County Fire Agency Alternate Representative

VII. \*DIRECTOR'S REPORTS

1. Chairperson Farrell
2. Vice-Chairman Grundel
3. Director Jordan
4. Director McMahan
5. Director Stephenson

VIII. \*INFORMATIONAL CORRESPONDENCE/INFORMATIONAL ITEMS

(See red correspondence book)

IX. \*GOOD OF THE ORDER

X. ADJOURNMENT

\*(The Board Can Discuss These Items at Any Time during the Meeting.)

This agenda was posted on designated bulletin boards 72 hours in advance of the meeting at the following location: 10513 Spenceville Rd., Penn Valley CA

**PERSONS DESIRING TO ADDRESS THE BOARD PUBLIC COMMENT:**

Members of the public shall be allowed to address the Board of Directors on items not appearing on the agenda which are of interest to the public and are within the subject matter jurisdiction of the Board, provided that no action shall be taken unless otherwise authorized by Government Code Section 54954.2 (b) (2). The following procedures shall be in effect with regard to the public's exercise of this right:

- 1) The total amount of time allotted for receiving such public comment may be limited to not less than 15 minutes during any regular or special Board meeting.
- 2) The Chairperson or Vice-Chairperson may limit any individual to not less than 3 minutes. Time to address the Board will be allocated on a basis of the order of requests received. Not all members may be allowed to speak if the total time allocated expires.

**AGENDA ITEMS:** The opportunity of the public to be heard on an item shall be provided during the consideration of that item. (Government Code Section 54954.3). In the interest of time, the Board may limit the length of any such comment or input.

Posted: \_\_\_\_\_

AGENDA, January 2, 2018

PENN VALLEY FIRE  
PROTECTION DISTRICT

CONSENT CALENDAR

11/10/17

**Penn Valley Fire Dept Auxilary**  
**Profit and Loss YTD Comparison**  
**October 2017**

	<u>Oct '17</u>	<u>Jul - Oct '17</u>
<b>Ordinary Income/Expe...</b>		
<b>Income</b>		
Donations	260.27	537.63
Dues	0.00	57.00
Sales	8,416.73	33,755.41
<b>Total Income</b>	<u>8,677.00</u>	<u>34,350.04</u>
<b>Gross Profit</b>	8,677.00	34,350.04
<b>Expense</b>		
Garbage	261.07	1,044.28
Postage and Delivery	0.00	40.00
Supplies	34.17	538.26
Telephone	129.82	506.10
<b>Utilities</b>		
Gas and Electric	0.00	1,357.13
<b>Total Utilities</b>	<u>0.00</u>	<u>1,357.13</u>
<b>Total Expense</b>	<u>425.06</u>	<u>3,485.77</u>
<b>Net Ordinary Income</b>	<u>8,251.94</u>	<u>30,864.27</u>
<b>Net Income</b>	<u><u>8,251.94</u></u>	<u><u>30,864.27</u></u>

11/10/17

**Penn Valley Fire Dept Auxiliary  
Balance Sheet Standard  
As of October 31, 2017**

	<u>Oct 31, '17</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Courtesy checking acct	9,339.23
Money Market Acct	<u>23,159.19</u>
<b>Total Checking/Savings</b>	<u>32,498.42</u>
<b>Total Current Assets</b>	<u>32,498.42</u>
<b>TOTAL ASSETS</b>	<u><u>32,498.42</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
PV Fire Dept	<u>-93,000.00</u>
<b>Total Accounts Payable</b>	<u>-93,000.00</u>
<b>Other Current Liabilities</b>	
Sales Tax Payable	<u>648.69</u>
<b>Total Other Current Liabilities</b>	<u>648.69</u>
<b>Total Current Liabilities</b>	<u>-92,351.31</u>
<b>Total Liabilities</b>	<u>-92,351.31</u>
<b>Equity</b>	
Retained Earnings	93,985.46
Net Income	<u>30,864.27</u>
<b>Total Equity</b>	<u>124,849.73</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>32,498.42</u></u>

Penn Valley Fire Protection District  
**PENN VALLEY FIRE PROTECTION DISTRICT**  
BOARD OF DIRECTORS  
REGULAR MEETING  
December 12, 2017

A regular meeting of the Board of Directors of the Penn Valley Fire Protection District was called to order by Chairman Farrell at 5:30 P.M. at Station 43. Chairman Farrell led the Pledge of Allegiance. Roll call was taken.

**PRESENT**

Directors: David Farrell, Kurt Grundel, Terry McMahan and John Pelonio

Absent: Bruce Stephenson, excused

Board Clerk: Debbie Hughes

Others: Firefighters, Rick Nolle, Joey Jordan and M. Thelen

**PUBLIC COMMENTS**

None

**DISCUSSION/ACTION ITEMS**

**1. Board Director Vacancy Position**

The Brown Act (Government Code Section 54957) states that in no case does the term "employee" include elected officers or persons appointed to fill a vacancy of an elected office so all business must be heard in public session. A vacancy created by the removal of a director, may be filled by approval of a majority of the remaining directors on the board. Director Pelonio excused himself from this portion of the board meeting. The two interviewees were Rick Nolle and Joey Jordan. They both had a set of questions to answer. R. Nolle asked J. Jordan to begin.

**A. Interviews: Questions:**

1. Is there anything new you would like to share in addition to the information you provided on the application form?
2. What is your understanding about the role of the Board and the role of the directors?
3. Please explain how your education background, and work experience/expertise would be helpful in fulfilling the mission of the Board and the District?
4. Do you have any questions for us?

1. J. Jordan she has a real fear of fire and would like to serve the community she lives in along with offering her skill set to the board which includes vast board and leadership experience. She's married and has lived in the area since 1994. 2. The role of a Director on the Board is to set policy and make sure of firefighter and community safety. She also has

no fire background but has depth in board development and strategic planning on boards. 3. Her educational background is in the packet. She's also worked on passing Measure C for Nevada City Fire Department. She's run political campaigns and professional fundraisers, in the amount of 3,000,000 to 8,000,000 million dollars. 4. She wanted to make sure how the board interacts with the Chair and other board members. She was assured that we followed policy chain of command regarding this. The Board informed her the board meetings were normally held on the 1<sup>st</sup> Tuesday of the month @ 6:30 P.M. The Firefighter's Association appreciates the board members to help at the breakfasts – the 3<sup>rd</sup> Sunday of each month.

Rick Nolle then answered the same questions.

1. He's had some changes since filling out the resume: He's stepped down as Chair of the Nevada County Fire Safe Council. Fire Districts Association of CA contacted him about running for their board but he told them he's not on the PVFPD Board. He informed the Board that he was appointed by Nevada County Board of Supervisor Hank Weston to the Penn Valley Municipal Advisory Council. This allows him communication with the public in larger areas including North San Juan and Rough and Ready. He's also very knowledgeable about the CALFIRE State Resource Area Fees. 2. He understands the role of the Board, knows oversight and that they provide direction to the Chief. 3. He had 40 years in Hi Tech with an MBA in economics. He is a realtor now and that has been a tremendous help in getting to know and learn the area and people. He wants to assure that PVFPD remains an exceptional organization. 4. He had no questions of the Board.

## **B. Nominations**

Chairman Farrell entertained discussion on both candidates. He said they are two well-qualified people. He liked that Joey has done a lot of capital fundraising. With Rick he is a former board member, connected to the Fire Safe Council and he was instrumental in bringing more needed money to the department through a fee increase. Chairman Farrell is in favor of Rick Nolle. Director Grundel said he tended to like Joey Jordan for her successful fundraising and he's favoring her. Nominations were called for. Director Grundel nominated Joey Jordan. Director McMahan seconded. Roll call was taken. Director Grundel, Director McMahan: Aye. Chairman Farrell: No. Director Pelonio: Removed himself from this part of the Board meeting - Abstain. Director Stephenson: Absent.

## **CLOSED SESSION**

At 6:05 P.M. the Board entered into Closed Session under Government Code Section 54957.6 Conference with Labor Negotiator – MOU between District and Office Staff.

At 6:30 P.M. the Board came out of closed session and directed Chief Wagner to use his discretion over Section 4.01 Health Benefits Plan #1 e.

It was also reported that a bargaining unit from the board will be in touch with office staff.



**DISCUSSION/ACTION ITEMS**

**1. (Return to) Board Director Vacancy Position**  
**C. Appointment of New Board Member**

Joey Jordan was appointed by majority vote. She then recited the Oath of Office and was sworn in, so she could sit in for the rest of the meeting.

**RETIREMENT OF DIRECTOR JOHN PELONIO**

Chief Wagner presented J. Pelonio with a plaque that had his firefighter and director badges and his number of years with the department on it. Captain Miller presented J. Pelonio with a plaque that had an old water hose attached to it on behalf of the Penn Valley Firefighter's Association. J. Pelonio thanked everyone in the department. He believes that things have dramatically improved for the district. There used to be lots of conflict at board meetings and there isn't now. He was also a State Peace Officer. He said he's leaving the District in a good place with good Board Members and staff.

**BREAK** 6:35 – 7:10 P.M. Refreshments were served for J. Pelonio's retirement. Chairman Farrell remarked excellent job on the plaques.

**CONSENT CALENDAR**

Vice-Chairman Grundel motioned to approve the consent calendar as presented. Director McMahan seconded. Motion carried. Director Jordan took J. Pelonio's seat, but she abstained from voting on the consent calendar.

**NEVADA COUNTY FIRE CHIEFS' ASSOCIATION**

Chief Wagner reported:

- He is no longer the Vice-President of the NCFA.
- County OES is wrapping up the 2017 Homeland Grants.
- FEMA is still wrapping up from last year's storms.
- The Red-Light Ball will be held 02/24/2018.
- The Training Officers will hold an in-house rookie class.
- Sierra College in Grass Valley is in the process of receiving applications for their 1<sup>st</sup> Fire Academy.

**NEVADA COUNTY FIRE AGENCY (NCFA)**

The next meeting will be held in January.

**LAFCO**

Vice-Chairman Grundel said the only thing on the last agenda was the Nevada City annexation and spheres of influence. North San Juan Fire hosted the meeting which was amiable, there were no people against the annexation.

### **PENN VALLEY FIREFIGHTERS ASSOCIATION**

There were approximately 96 people at the breakfast. The Association has agreed to pay for the children of staff that are coming to our Christmas breakfast on December 16<sup>th</sup>.

### **PENN VALLEY FIRE AUXILIARY**

Chief Wagner said they had their luncheon December 5<sup>th</sup>. The first day they opened for Christmas they made \$3,500. They expect to donate at least \$45,000 to the district.

### **FIRE CHIEF'S REPORT**

Chief Wagner reported:

- Surprisingly we only had 98 calls for service in November. After a busy year this is the first month in quite a while we fell under 100 calls.
- We have twelve full time positions filled. Paul Butterweich is our newest employee, he's doing his FTO time currently.
- We have two staff out on a strike team. They started on the Creek Fire but were transferred to the Thomas Fire. The Incident Commander announced that the strike teams would probably be out on the Thomas Fire until after Christmas. Because of the busy fire season this year we have already taken in \$175,000 in strike team money.
- The Employee that is out on Worker's Compensation had surgery and is doing well. He goes back to the doctor December 26<sup>th</sup> and may be able to return to light duty after that.
- On January 2<sup>nd</sup> we will be interviewing a new group of interns from the Firefighter Academy.
- We were contacted by a private trust that was interested in donating \$25,000 earmarked to pay part of the principal on the engine we received earlier this year.
- Since the original Body Balance silent auction, we have received approximately \$2,000. Some of the items that were donated for the auction are still up for sale.
- The District is bringing back a Christmas breakfast for staff and Board members. It'll be December 14<sup>th</sup>.
- Chief Wagner introduced the firefighters and explained a little bit about their collateral duties to the Board.

**EMERGENCY MEDICAL SERVICES** Captain Thomas included a report in the packet:

It was noted that we met our response times despite the Wind Complex fires in October. Chief Wagner attended an Ambulance Strike Team Leader class.

### **DISCUSSION/ACTION ITEMS**

#### **2. Review and Possible Approval of Lexipol**

Chief Wagner was going to explain Lexipol to new Board Member Director Jordan, but she's familiar with it.

##### **A. Draft of Chapter 9 – District Safety**

Director McMahan motioned to approve the draft of Chapter 9 – Safety. Vice-Chairman Grundel seconded. Motion unanimously carried.

**B. Draft of Chapter 11 – Facilities**

It was noted on all these Lexipol Chapters that input comes from the Chief, Captains and Chairman.

Director McMahan motioned to approve the draft of Chapter 11 – Facilities. Vice-Chairman Grundel seconded. Motion unanimously carried.

**DIRECTOR'S REPORTS**

1. Chairman Farrell – Direct Stephenson and he will be the MOU negotiators.
2. Vice-Chairman Grundel – He reported that the Jarvis-Gann lawsuit opposing the SRA fees was rejected in court today, but they will contest it. It's currently in suspension until 2020. CALFIRE has already spent 2/3rds of their firefighting contract this year.
3. Director McMahan – No report.
4. Director Jordan – No report.
5. Director Stephenson – Absent.

**INFORMATIONAL CORRESPONDENCE/INFORMATIONAL ITEMS**

(refer to red correspondence book)

**GOOD OF THE ORDER**

None

**ADJOURNMENT**

Vice-Chairman motioned to adjourn at 7:50 P.M. Director McMahan seconded. Motion unanimously carried.

Respectfully submitted,

Debbie Hughes  
Clerk to the Board

# BALANCE ON ACCOUNTS

November 30, 2017

	<u>Operating</u>	<u>B&amp;E</u>	<u>Impact</u>	<u>Totals</u>
Unassigned	186,190			
Designated	369,650			
<b>11/30/2017</b>	<b>\$ 555,840</b>	<b>\$ 214,125</b>	<b>\$ 69,402</b>	<b>\$ 839,367</b>
11/30/2016	\$ 449,033	\$ 310,471	\$ 127,005	\$ 886,509
Difference	\$ 106,807	\$ (96,346)	\$ (57,603)	\$ (47,142)

**PENN VALLEY FIRE PROTECTION DISTRICT  
INCOME RECEIVED  
November 2017**

	<u>3RESC (1OP)</u>	<u>1OP - Other (1OP)</u>	<u>Total 1OP</u>	<u>3IM</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
4444 · ST FIRE REIMBURSEMENT	0.00	13,467.08	13,467.08	0.00	13,467.08
4496 · PROP 172 PUBLIC SAFETY	0.00	7,816.59	7,816.59	0.00	7,816.59
4518 · ASSMT-FIRE SUPPRESSION BENE...	0.00	3,936.42	3,936.42	0.00	3,936.42
4527 · DEVELOPMENT FEES	0.00	0.00	0.00	4,191.76	4,191.76
4547 · SPEC ASSESSMT-RESCUE	0.00	1,014.00	1,014.00	0.00	1,014.00
4580 · AMBULANCE REVENUE	57,650.34	0.00	57,650.34	0.00	57,650.34
4590 · Cost Recovery Program	0.00	681.29	681.29	0.00	681.29
4620 · OTHER REVENUE					
4620G · Oth Rev-Signs	0.00	225.00	225.00	0.00	225.00
<b>Total 4620 · OTHER REVENUE</b>	<b>0.00</b>	<b>225.00</b>	<b>225.00</b>	<b>0.00</b>	<b>225.00</b>
4640 · DONATIONS					
4640B · Designated					
4640B-1 · Smoke Detector Program	0.00	25.00	25.00	0.00	25.00
<b>Total 4640B · Designated</b>	<b>0.00</b>	<b>25.00</b>	<b>25.00</b>	<b>0.00</b>	<b>25.00</b>
4640E · Misc Donations	0.00	1,100.00	1,100.00	0.00	1,100.00
<b>Total 4640 · DONATIONS</b>	<b>0.00</b>	<b>1,125.00</b>	<b>1,125.00</b>	<b>0.00</b>	<b>1,125.00</b>
<b>Total Income</b>	<b>57,650.34</b>	<b>28,265.38</b>	<b>85,915.72</b>	<b>4,191.76</b>	<b>90,107.48</b>
<b>Gross Profit</b>	<b>57,650.34</b>	<b>28,265.38</b>	<b>85,915.72</b>	<b>4,191.76</b>	<b>90,107.48</b>
<b>Net Ordinary Income</b>	<b>57,650.34</b>	<b>28,265.38</b>	<b>85,915.72</b>	<b>4,191.76</b>	<b>90,107.48</b>
<b>Net Income</b>	<b>57,650.34</b>	<b>28,265.38</b>	<b>85,915.72</b>	<b>4,191.76</b>	<b>90,107.48</b>

**PENN VALLEY FIRE PROTECTION DISTRICT  
PAYROLL SUMMARY**

November 2017

	<u>ADM (2GENL)</u>	<u>FT (2GENL)</u>	<u>PCF (2GENL)</u>	<u>Total 2GENL (1OP)</u>	<u>Total 1OP</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>						
<b>Expense</b>						
<b>5100 · WAGES</b>						
<b>5101 · Wages</b>						
5102 · FTFF	602.40	79,954.68	0.00	80,557.08	80,557.08	80,557.08
5103 · Part Time	0.00	0.00	2,049.80	2,049.80	2,049.80	2,049.80
5104 · ADMIN	7,770.41	0.00	0.00	7,770.41	7,770.41	7,770.41
5106 · Wages-Disability	0.00	2,694.30	0.00	2,694.30	2,694.30	2,694.30
5101 · Wages - Other	0.00	9,012.30	0.00	9,012.30	9,012.30	9,012.30
<b>Total 5101 · Wages</b>	<b>8,372.81</b>	<b>91,661.28</b>	<b>2,049.80</b>	<b>102,083.89</b>	<b>102,083.89</b>	<b>102,083.89</b>
<b>5105 · PAYROLL TAX EXPENSE</b>	135.11	1,349.26	145.18	1,629.55	1,629.55	1,629.55
<b>5150 · PERS</b>						
5151 · DIST NORML - SAFE...	0.00	5,879.32	0.00	5,879.32	5,879.32	5,879.32
5153 · DIST NORML - ADMIN	597.37	0.00	0.00	597.37	597.37	597.37
5161 · DIST PAID MOU	0.00	3,249.56	0.00	3,249.56	3,249.56	3,249.56
5150 · PERS - Other	0.00	1,668.55	31.62	1,700.17	1,700.17	1,700.17
<b>Total 5150 · PERS</b>	<b>597.37</b>	<b>10,797.43</b>	<b>31.62</b>	<b>11,426.42</b>	<b>11,426.42</b>	<b>11,426.42</b>
<b>Total 5100 · WAGES</b>	<b>9,105.29</b>	<b>103,807.97</b>	<b>2,226.60</b>	<b>115,139.86</b>	<b>115,139.86</b>	<b>115,139.86</b>
<b>Total Expense</b>	<b>9,105.29</b>	<b>103,807.97</b>	<b>2,226.60</b>	<b>115,139.86</b>	<b>115,139.86</b>	<b>115,139.86</b>
<b>Net Ordinary Income</b>	<b>(9,105.29)</b>	<b>(103,807.97)</b>	<b>(2,226.60)</b>	<b>(115,139.86)</b>	<b>(115,139.86)</b>	<b>(115,139.86)</b>
<b>Net Income</b>	<b>(9,105.29)</b>	<b>(103,807.97)</b>	<b>(2,226.60)</b>	<b>(115,139.86)</b>	<b>(115,139.86)</b>	<b>(115,139.86)</b>

**PENN VALLEY FIRE PROTECTION DISTRICT**  
**Check Register**  
As of November 30, 2017

Type	Date	Num	Name	Memo	Amount
<b>Impact</b>					
Check	11/02/17		Tri Counties Bank	Engine Loan Transfer	-480.00
<b>Total Impact</b>					-480.00
<b>Building &amp; Equipment</b>					
Check	11/02/17		Tri Counties Bank	Engine Loan Transfer	-1,900.00
Check	11/16/17	334510	U. S. BANK	Statement ending 10/23/17	-110.14
<b>Total Building &amp; Equipment</b>					-2,010.14
<b>Operating</b>					
Check	11/02/17	V976696	ADVANTAGE GEAR, INC	Inv 121262 & 121261, Radican & Gault uniform al...	-248.86
Check	11/02/17	334060	B&C TRUE VALUE HARDWARE	Bolt cutters for Medic 44, Inv 295312	-39.95
Check	11/02/17	V976682	BURTON'S FIRE, INC.	Vehicle maint, S38262	-314.33
Check	11/02/17	334062	COMCAST	Internet, both stations, 10/21 - 11/20	-296.94
Check	11/02/17	334062	COMCAST	HD Fee, both stations, 10/15 - 11/14	-74.76
Check	11/02/17	334069	FISCHER TOWING	Medic 43 tow, Inv 65104	-150.00
Check	11/02/17	334070	David Duncan MD	November Medical Director	-500.00
Check	11/02/17	334067	Auto Nation	VOID: Vehicle maintenance, inv 204101 GJE, RG...	0.00
Check	11/02/17	V976721	FDAC Keenan	November health insurance	-1,190.51
Check	11/02/17	334068	HD Supply Facilities Maintenance	Household supplies, Inv 9158244685	-455.22
Check	11/02/17	334063	LIFE ASSIST, INC	Medical supplies, inv 822292, 822332 & 822542	-770.82
Check	11/02/17	334066	NEVADA COUNTY FIRE AGENCY	Inv 2017-18.01	-1,448.76
Check	11/02/17	334064	NID	Water, all stations, 8/15 - 10/10	-710.28
Check	11/02/17	334061	DEPT OF TRANSPORATION & SANIT...	EDU's, pmt 1 of 2	-2,227.50
Check	11/02/17	V976715	PLATT ELECTRIC SUPPLY, INC.	St 43 parking lot lights, inv O232833	-199.41
Check	11/02/17	334065	PG&E	Electricity, all stations, 9/15 - 10/15	-1,381.24
Check	11/02/17	V976667	SWARTZ DIESEL	M43 water pump replacement, filters	-2,281.54
Check	11/02/17	905752	CALIFORNIA PERS - HEALTH	November health insurance	-11,691.12
Check	11/09/17	V977325	SAVAGE, TAYLOR R	Intern reimb, 8 shifts x \$30	-240.00
Check	11/09/17	V977326	MCCARTER-RIBAKOFF, MOSHE	Intern reimb, 10 shifts x \$30	-300.00
Check	11/09/17	V977327	OREGEL TORRES, OSCAR	Intern reimb, 10 shifts x \$30	-300.00
Check	11/09/17	334342	PEREZ, PAULO A	Intern reimb, 9 shifts x \$30	-270.00
Liability Check	11/09/17	V977263	Jon Pitts	Station 43 House Dues	-160.00
Liability Check	11/09/17	V977314	Colin Gault	Station 44 House Dues	-100.00
Liability Check	11/09/17	334340	NEV CO PROFESSIONAL FIREFIGHT...	PR 17-12 Union Dues	-775.44
Liability Check	11/09/17	905764	WELLS FARGO BANK	PR 17-12 EFTPS	-18,274.14
Liability Check	11/09/17	905765	EMPLOYMENT DEVELOPMENT DEPT.	PR 17-12 CA PIT	-5,448.48
Liability Check	11/09/17	905766	EMPLOYMENT DEVELOPMENT DEPT.	PR 17-12 CA SDI	-74.31
Liability Check	11/09/17	905767	EMPLOYMENT DEVELOPMENT DEPT.	PR 17-12 CA UI & ETT	-8.98
Liability Check	11/09/17	905768	CALIFORNIA PERS - DEF COMP	PR 17-12 457	-4,777.22
Liability Check	11/09/17	905769	CALIFORNIA PERS - RETIRE	PR 17-12 PERS	-12,368.95
Check	11/09/17	905775	CALIFORNIA PERS - RETIRE	November unfunded liabilities, plan 3143, 3144 & ...	-2,720.32
Check	11/16/17	V977397	AIRGAS NCN	Oxygen, Inv 9949114210 & 9949114211	-192.66
Check	11/16/17	334512	Benefit Resource, Inc.	October monthly fea, inv BR-287265	-25.00
Check	11/16/17	334496	L.N. CURTIS & SONS	Inv 367619, Thomas uniform allowance	-699.97
Check	11/16/17	334508	CA STATE OF DEPT FORESTRY & FI...	Command Center, 1st quarter actual, inv 147151	-8,986.86
Check	11/16/17	334511	ERS Medical	Biomedical Safety Testing, inv 8095	-925.00
Check	11/16/17	V977381	ECONOMY PEST CONTROL	October pest control, all stations	-196.00
Check	11/16/17	V977456	FDAC Keenan	December health insurance	-1,165.38
Check	11/16/17	334501	Ferrelgas	Propane, acct 77642518	-766.75
Check	11/16/17	334498	GRASS VALLEY SIGN COMPANY	Decals and lettering, Inv 11012017-1	-331.40
Check	11/16/17	334499	Hi-Tech EVS, Inc.	E43 aux pump gauge & Ipad docking station, inv ...	-1,939.91
Check	11/16/17	V977392	HILLS FLAT LUMBER CO	Structure maint, acct 2681	-77.41
Check	11/16/17	334503	J.H. PETROLEUM	Fuel, inv 781537	-1,251.65
Check	11/16/17	334504	INLAND BUSINESS SYSTEMS	St 43 & 44 copier maint, inv IN43090 & IN43091	-59.34
Check	11/16/17	334505	LIFE ASSIST, INC	Medical supplies, inv 823577, 824438, 824637, 8...	-1,639.02
Check	11/16/17	334497	NEVADA COUNTY TRANSPORTATIO...	FY 17-18 solid waste annual parcel charge	-771.38
Check	11/16/17	334502	HEAUSERS PLAZA TIRE & AUTO SE...	Vehicle maint, inv 2186003 & 2186004	-180.44
Check	11/16/17	V977400	RIVERVIEW INTERNATIONAL TRUC...	Vehicle maint, inv 945358	-346.20
Check	11/16/17	334506	RIEBES AUTO PARTS	Vehicle maint, acct 2455	-386.35
Check	11/16/17	334507	SAFETY KLEEN SYSTEMS, INC.	Oil & oil/filter disposal, inv 75151513 & 75101127	-320.95
Check	11/16/17	334509	ZOLL MEDICAL CORPORATION	Medical supplies, inv 2593011	-154.80
Check	11/16/17	334513	Wittman Enterprises, LLC	October ambulance billing, inv	-1,522.52
Check	11/16/17	334500	WASTE MANAGEMENT	November garbage, all stations	-248.17
Check	11/16/17	334510	U. S. BANK	Statement ending 10/23/17	-2,341.60
Check	11/27/17	335014	ZAP MANUFACTURING	House signs, inv 829	-172.00
Check	11/27/17	V977628	ADVANTAGE GEAR, INC	Inv 121878, Robinson uniform allowance	-297.18
Check	11/27/17	335013	AT&T	Telephone, all stations, 10/2 - 11/1	-231.23
Check	11/27/17	335010	CIT	St 43 copier lease, inv 31056112	-268.94
Check	11/27/17	335016	Fire & Police Selection, Inc.	Firefighter test, inv 17956	-669.35
Check	11/27/17	335005	Hi-Tech EVS, Inc.	E43 kussmaul auto charge, inv 159072	-950.39
Check	11/27/17	335008	J.H. PETROLEUM	Fuel, inv 781758	-873.62
Check	11/27/17	335011	LIFE ASSIST, INC	Medical supplies, inv 826676	-36.78
Check	11/27/17	335009	PENN VALLEY FIREFIGHTERS ASSN	Radican & Butterweich uniform allowance	-138.00
Check	11/27/17	335006	VERIZON WIRELESS	Cell phones, 11/2 - 12/1	-328.06
Check	11/27/17	335017	Wittman Enterprises, LLC	September ambulance billing, inv 1709776	-2,571.16
Check	11/27/17	335018	Xerox Financial Services	St 44 copier lease, inv 970986	-26.88

**PENN VALLEY FIRE PROTECTION DISTRICT**  
**Check Register**  
**As of November 30, 2017**

Type	Date	Num	Name	Memo	Amount
Check	11/27/17	335015	ZOLL MEDICAL CORPORATION	Medical supplies, inv 2598076	-835.02
Check	11/27/17	905816	CALIFORNIA PERS - HEALTH	December health insurance	-11,691.12
Check	11/27/17	335012	PG&E	Electricity, all stations, 10/16 - 11/13	-1,300.29
Check	11/27/17	335007	COMCAST	HD Fee, both stations, 11/15 - 12/14	-69.39
Total Operating					-114,787.25
<b>TOTAL</b>					<b>-117,277.39</b>



PENN VALLEY FIRE  
PROTECTION DISTRICT

**PERIODICAL WRITTEN REPORTS**

PENN VALLEY FIRE  
PROTECTION DISTRICT

**FIRE CHIEF'S REPORT**

# Chief's Report VERBAL

January 2, 2018

By: Don Wagner

## Emergency Medical Services

Patient Care and Transport through December 26, 2017:

69- patients treated  
62- patients transported  
90%- transport rate  
Response time statistics as below:

PVFPD	Urban Code 3 (10 Min. 90% of the time)				Rural Code 3 (20 Min. 90% of the time)				Urban - Code 2		Rural - Code 2		ASAP All Calls	Mutual Aid	Total # of Calls
	Month	# of Calls	# Late	Late %	On Time %	# of Calls	# Late	Late %	On Time %	# of Calls	Avg. Response Time	# of Calls	Avg. Response Time	# of Calls	#
Jan-17	40	2	5%	95.0%	10	0	0%	100.0%	13	0:08:03	4	0:16:04	3	9	79
Feb-17	41	3	7%	92.7%	3	0	0%	100.0%	9	0:09:04	6	0:12:40	1	7	67
Mar-17	56	1	2%	98.2%	8	0	0%	100.0%	10	0:09:45	0	NA	3	0	75
Apr-17	46	3	7%	93.5%	6	0	0%	100.0%	9	0:08:33	4	0:17:37	0	4	69
May-17	47	4	9%	91.5%	9	0	0%	100.0%	17	0:13:18	4	0:21:45	7	2	86
Jun-17	35	4	11%	88.6%	13	0	0%	100.0%	12	0:12:14	2	0:15:34	3	9	74
Jul-17	45	4	9%	91.1%	8	0	0%	100.0%	17	0:11:13	2	0:13:42	8	8	88
Aug-17	32	3	9%	90.6%	20	1	5%	95.0%	15	0:09:46	4	0:21:15	5	6	82
Sep-17	43	1	2%	97.7%	9	0	0%	100.0%	7	0:10:09	4	0:14:50	1	11	75
Oct-17	46	4	9%	91.3%	10	1	10%	90.0%	13	0:12:18	4	0:14:43	1	5	79
Nov-17			#####				#####								
Dec-17			#####				#####								
<b>Total #s</b>	<b>385</b>	<b>25</b>			<b>84</b>	<b>1</b>			<b>122</b>		<b>34</b>	<b>0</b>	<b>31</b>		<b>774</b>

= Exemption given

The figure above includes data available at time of report. November response time data is currently being evaluated by S-SV and will arrive in January.

One new firefighter/paramedic has completed the FTO program and is assigned to the B shift. Currently our staff, including part time positions, is comprised of eight paramedics and seven EMTs. This is the bare minimum ratio of paramedics to EMTs for scheduling purposes.

EMS training in January will include required annual skills evaluations for all paramedics and optional scope EMTs as well as courses taught in-house on Advanced Cardiac Life Support and Pediatric Advanced Life Support.

## Meetings and Training:

Captain Thomas was on medical leave most of December and will return January 2, 2018.

## Fire Prevention

### Engine Company Inspections:

- The engine company inspection plan will be undergoing some changes to improve efficiency in the new year.

### Projects:

- Nevada County has concluded the Community Advisory Committee portion of its cannabis ordinance development process. The CAC has forwarded their ordinance recommendations to the Board of Supervisors who will be taking action over the coming months to implement the ordinance. Staff continues to monitor this for opportunity to provide input in the ordinance development. Several areas may impact our operations.
- A new pizza/pub is in the planning stages to occupy a spot in the LWW center, across from St. 44.
- The Bitney Springs Center, in St. 45's response area, was recently purchased by Nevada City School of the Arts. Captain Thomas is working with the new owners to ensure that any leased space is brought to current code since the change in use and ownership.
- Hazardous vegetation complaints continue to come in. Currently there are approximately 15 complaints in various stages of evaluation. Winter should see a tapering of these. The complaints are processed as staff time allows.
- Currently working with county staff to address the event venue permitting issue. Awaiting information from the Sheriff's Office.

### Investigations:

- No investigations performed in December.

PENN VALLEY FIRE  
PROTECTION DISTRICT

**DISCUSSION/ACTION ITEMS**

**DATE:** January 2, 2018

**AGENDA ITEM #:** VI-1

**AGENDA ITEM DESCRIPTION:** Election of Officers (Chairperson and Vice-Chairperson)

**STAFF:** Chief Wagner

**RECOMMENDATION:** None

**FISCAL IMPACT:** None

**BACKGROUND AND INFORMATION:**

The Board has historically decided to elect a new Chairperson and Vice-Chairperson, or stay with the same slate each January.

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**DATE:** January 2, 2018

**AGENDA ITEM # VI-2**

**AGENDA ITEM DESCRIPTION:** Authorized Signatures Nevada County Auditor-Controller - Calendar Year 2018

**STAFF:** Office Administrator Hughes

**RECOMMENDATION:** Remove John Pelonio and add Joey Jordan to Authorized signature list

**FISCAL IMPACT:** None

**BACKGROUND AND INFORMATION:**

We are required to annually submit the District's authorized signers for the warrant requests processed by the Nevada County Auditor-Controller's office.

**NEVADA COUNTY AUDITOR CONTROLLER'S OFFICE**

Please provide the Nevada County Auditor-Controller's office with the following information:

District/Commission: Penn Valley Fire Protection District  
 Location: 10513 Spenceville Road  
 Mailing Address: P.O. Box 180  
Penn Valley, CA 95946  
 Telephone #: 530-432-2630  
 Main Email Address: mthelen@pennvalleyfire.com

**District Board/Commission Members**

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
David Farrell	11563 Linnet Court, PV CA 95946	432-4980 dfarrell@pennvalleyfire.com
Kurt Grundel	11982 Elnora Dr., PV CA 95946	300-4357 kgrundel@pennvalleyfire.com
Joey Jordan	P.O. Box 93 Rough and Ready, CA 95975	210-1748 jjordan@pennvalleyfire.com
Terry McMahan	P.O. Box 180, PV CA 95946	273-3158 tmcMahon@pennvalleyfire.com
Bruce Stephenson	P.O. Box 641, PV CA 95946	916-996-5838 bstephenson@pennvalleyfire.com

Signatures of persons authorized to request payments.

NAME & TITLE	ADDRESS	PHONE NUMBER & EMAIL ADDRESS
David Farrell	Same as above	Same as above
<input type="text"/>		
Signature		
Kurt Grundel	Same as above	Same as above
<input type="text"/>		
Signature		
Joey Jordan	Same as above	Same as above
<input type="text"/>		
Signature		
Terry McMahan	Same as above	Same as above
<input type="text"/>		
Signature		
Bruce Stephenson	Same as above	Same as above
<input type="text"/>		
Signature		
Don Wagner, Fire Chief	12561 La Vida Lane, Wilton, CA 95693	559-8816 dwagner@pennvalleyfire.com
<input type="text"/>		
Signature		
Debra Hughes, Office Administrator	17296 Clover Road, PV CA 95946	559-8987 dhughes@pennvalleyfire.com
<input type="text"/>		
Signature		
Michelle Thelen, Finance Administrator	18875 Hummingbird Dr., PV CA 95946	916-214-7298 mthelen@pennvalleyfire.com
<input type="text"/>		

**At least one signatures shall be a Board/Commission Member**

**The District Board must approve all claims for payment prior to submittal.**

**Additional documentation as may be required by law or restrictions placed by this office**

When changes occur within your District/Commission, please submit an updated form. The above authorization automatically expires on January 31, of each year and must be replaced by a new authorization before January 31, to ensure continual processing of payment requests.



**DATE:** January 2, 2018

**AGENDA ITEM # VI-3**

**AGENDA ITEM DESCRIPTION:** Discussion and Possible Approval of CalPERS Resolution of Intention 2018-01 Add Amendment to Contract for Section 21118 Partial Service Retirement

**STAFF:** Chief Wagner and Office Administrator Hughes

**RECOMMENDATION:** Approval of Resolution of Intention 2018-01 CalPERS add Amendment to Contract Section 21118 Partial Service Retirement

**FISCAL IMPACT:** Should be none unless employee works more years than anticipated because of the employer portion of CalPERS

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**BACKGROUND AND INFORMATION:**

The board previously said that we could adopt this amendment if there was no cost to the district. Exhibit A explains Section 2118 Partial Service Retirement. I've talked with CalPERS and they said because my retirement is already pre-funded it comes out of my own account – Exhibit B. However, the employer cost could play a role if I decided to work many more years. The risk is to myself if I don't earn 1 year of service credit before entering full-service retirement. My retirement would be calculated partly on my partial service retirement – Exhibit C.

2018-01

**RESOLUTION OF INTENTION  
TO APPROVE AN AMENDMENT TO CONTRACT  
BETWEEN THE  
BOARD OF ADMINISTRATION  
CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM  
AND THE  
BOARD OF DIRECTORS  
PENN VALLEY FIRE PROTECTION DISTRICT**

WHEREAS, the Public Employees' Retirement Law permits the participation of public agencies and their employees in the Public Employees' Retirement System by the execution of a contract, and sets forth the procedure by which said public agencies may elect to subject themselves and their employees to amendments to said Law; and

WHEREAS, one of the steps in the procedures to amend this contract is the adoption by the governing body of the public agency of a resolution giving notice of its intention to approve an amendment to said contract, which resolution shall contain a summary of the change proposed in said contract; and

WHEREAS, the following is a statement of the proposed change:

To provide Section 21118 (Partial Service Retirement) for local miscellaneous members and local safety members.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the above agency does hereby give notice of intention to approve an amendment to the contract between said public agency and the Board of Administration of the Public Employees' Retirement System, a copy of said amendment being attached hereto, as an "Exhibit" and by this reference made a part hereof.

By: \_\_\_\_\_  
Presiding Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date adopted and approved

**23. Section 21118 Partial Service Retirement**

A member can reduce his/her work time by at least 20% but not more than 60%, continue working and receive a partial service retirement allowance. The member is eligible once they reach normal retirement age (e.g. age 55 for members with 2% @ 55 formula; age 60 for members with 2% @ 60 formula). The partial retirement allowance is based on the reduction of work time. For example, if the member's work time is reduced by 30% (works 70% of full time) the allowance would be 30% of what it would have been if the member had retired with a full service retirement.

Employer Cost: No valuation required. Actual costs will emerge in future valuations.

Member Cost: None.

**24. Section 21131 Age 60 Mandatory Retirement for Local Safety Members**

An agency may specify age 60 as the mandatory retirement age for local safety members if the agency has obtained a final determination in federal court that age is a bona fide occupational qualification for a given job or has obtained approval or certification from the Equal Employment Opportunity Commission.

Employer Cost: No valuation required.

Member Cost: None.

**25. Section 21151 Industrial Disability Retirement for Local Miscellaneous Members**

This benefit provides that an industrially disabled member qualifies for a retirement allowance regardless of age or length of employment. The industrial disability retirement allowance is 50% of final compensation; however, if a member is qualified for service retirement, he or she will receive an IDR benefit based upon the service retirement benefit if such a benefit is greater. Outside earnings are not limited and do not affect the amount of the CalPERS allowance.

This section does not apply to local safety members in the classification of local prosecutors, local public defenders, and local public defender investigators unless this section has been made applicable to the local miscellaneous members of the contracting agency.

Employer Cost: Valuation required.

Rough Estimate: Impact on Employer Normal Cost:

- 0.4% to 0.5% of payroll

Impact on Total Employer Contribution Rate:

- 0.4% to 0.7% of payroll

Member Cost: None.

## OTHER CONSIDERATIONS

### Annual Member Statement

A portion of your contributions and interest will be used to fund your partial service retirement. This portion is equal to the percentage of your reduced work time. For example, if you reduce your work schedule by 20 percent, we set aside 20 percent of your total contributions and interest during the time you are partially retired. Your Annual Member Statement will reflect the amount of contributions and interest remaining on your member account. If you return to full-time employment, any remaining contributions will be returned to your member account.

### Allowance Adjustments

Your partial service retirement allowance will be based on your age, salary, and service at the date of your initial entry into the program. A salary increase after entering the program will not change your partial service retirement allowance. If you increase or decrease your work time, your new allowance will be based on the original allowance calculation. There are no provisions for cost-of-living increases for partial service retirement allowances.

### Changing Jobs

You may transfer from one agency to another and continue your partial service retirement, with employer approval, as long as you remain a state miscellaneous, state industrial, or contracting public agency member.

### Separating from Employment

If you permanently separate from state or public agency employment, you cannot continue your partial service retirement. You may, however, apply for a full service retirement (see your CalPERS member benefit publication), terminate your CalPERS membership and receive a refund of your contributions plus interest, or leave your contributions on deposit with CalPERS and apply for retirement or a refund at some time in the future.

### Full Service Retirement

Exhibit C

You may apply for full service retirement at any time. However, it is to your advantage to earn at least one year of service credit under partial retirement before doing so. If you have earned at least one year of service credit after entering partial service retirement, we will provide you with a brand new retirement calculation when you go to full service retirement. This is based on your age, final compensation, and total years of service as of the full service retirement effective date.

If you have earned less than one year of service credit before going to full service retirement, your retirement will be calculated differently. The new

When you're ready to fully retire, apply for service retirement online through myCalPERS or submit the retirement application in the publication *A Guide to Completing Your CalPERS Service Retirement Election Application*.

service earned will be calculated based on your age and final compensation as of the full service retirement effective date. That amount will be added to the original full service retirement Unmodified Allowance used for the partial retirement calculation to get your full service retirement allowance. Members who earn less than a full year of service credit during their partial service retirement may see a substantial reduction in their full service retirement allowance compared to members who have earned at least one full year of service credit.

**Note:** The less than one year of service calculation also applies if you ended your partial retirement, returned to full-time employment, and earned less than one year of service credit before applying for retirement.

Your full service retirement will be based mainly on the initial partial service retirement calculation if you have earned less than one year of service credit under partial service retirement.

If you are within one year of your expected retirement date, you may request a CalPERS-generated retirement estimate by completing a *Retirement Allowance Estimate Request* form and mailing it to the address on the form. You can find this form on our website at [www.calpers.ca.gov](http://www.calpers.ca.gov).

A CalPERS-generated retirement estimate uses your most current CalPERS account information, but does not include projections of salary increases, special compensation, or other job-related changes. It allows you to make informed retirement decisions and verify that our records properly reflect or match yours.

You are limited to two CalPERS-generated estimate requests in a 12-month period and must be within one year of retirement.

**Note:** Since your work time under partial service retirement is less than full time, it will take more than one fiscal year to earn one year of CalPERS service credit.

Percent of Partial Retirement	Required Months to Earn One Year of Service Credit
20	13
25	14
30	15
40	17
50	20
60	25

## Debbie Hughes

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**From:** Barnett, Stacey <Stacey.Barnett@calpers.ca.gov>  
**Sent:** Monday, September 25, 2017 8:59 AM  
**To:** Debbie Hughes  
**Subject:** Section 21118 Partial Service Retirement Summary  
**Attachments:** optional-benefits CON-40.pdf

Good Morning Debra,

This email is in response to your questions regarding Section 21118 Partial Service Retirement. Please see number 23. In the attached CalPERS Optional Benefit Listing. I have also copied the summary below.

### Section 21118 Partial Service Retirement

A member can reduce his/her work time by at least 20% but not more than 60%, continue working and receive a partial service retirement allowance. The member is eligible once they reach normal retirement age (e.g. age 55 for members with 2% @ 55 formula; age 60 for members with 2% @ 60 formula). The partial retirement allowance is based on the reduction of work time. For example, if the member's work time is reduced by 30% (works 70% of full time) the allowance would be 30% of what it would have been if the member had retired with a full service retirement.

Employer Cost: No valuation required. Actual costs will emerge in future valuations.

Member Cost: None.

Please let me know if you have any additional questions.

Thank You,  
Stacey Barnett  
Contract Analyst  
CalPERS Financial Office  
Pension Contract Management  
Stacey.Barnett@CalPERS.ca.gov  
(916) 795-3897



**EXHIBIT**

California  
Public Employees' Retirement System

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**AMENDMENT TO CONTRACT**

Between the  
Board of Administration  
California Public Employees' Retirement System  
and the  
Board of Directors  
Penn Valley Fire Protection District

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The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective July 14, 1997, and witnessed June 25, 1997, and as amended effective December 19, 2005 and September 10, 2017 which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 14 are hereby stricken from said contract as executed effective September 10, 2017, and hereby replaced by the following paragraphs numbered 1 through 14 inclusive:
1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 60 for classic local miscellaneous members, age 62 for new local miscellaneous members, age 55 for classic local safety members and age 57 for new local safety members.
  2. Public Agency shall participate in the Public Employees' Retirement System from and after July 14, 1997 making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

## PLEASE DO NOT SIGN "EXHIBIT ONLY"

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
  - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
  - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
  - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
  - a. Local Fire Fighters (herein referred to as local safety members);
  - b. Employees other than local safety members (herein referred to as local miscellaneous members).
5. In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:
  - a. **MEMBERS OF THE GOVERNING BODY; AND**
  - b. **POLICE EMPLOYEES.**
6. The percentage of final compensation to be provided for classic local miscellaneous members for each year of credited prior service is 0% and the percentage of final compensation to be provided for each year of credited current service is 100% and determined in accordance with Section 21353 of said Retirement Law (2% at age 60 Full).



## PLEASE DO NOT SIGN "EXHIBIT ONLY"

7. The percentage of final compensation to be provided for new local miscellaneous members for each year of credited prior service is 0% and the percentage of final compensation to be provided for each year of credited current service is 100% and determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
8. The percentage of final compensation to be provided for local classic safety members for each year of credited prior service is 0% and the percentage of final compensation to be provided for each year of credited current service is 100% and determined in accordance with Section 21369 of said Retirement Law (2% at age 55 Full).
9. The percentage of final compensation to be provided for new local safety members for each year of credited prior service is 0% and the percentage of final compensation to be provided for each year of credited current service is 100% and determined in accordance with Section 7522.25(b) of said Retirement Law (2% at age 57 Full).
10. Public Agency elected and elects to be subject to the following optional provisions:
  - a. Section 21151 (Industrial Disability Retirement For Local Miscellaneous Members).
  - b. Section 21548 (Pre-Retirement Option 2W Death Benefit).
  - c. Section 21622 (\$600 Retired Death Benefit).
  - d. Section 20042 (One-Year Final Compensation) for classic members only.
  - e. Section 21574 (Fourth Level of 1959 Survivor Benefits) for local safety members only.
  - f. Section 21118 (Partial Service Retirement).
11. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members and local safety members of said Retirement System.
12. Public Agency shall also contribute to said Retirement System as follows:
  - a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21573 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members.

- b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
  - c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.
13. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.
14. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

BOARD OF ADMINISTRATION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BOARD OF DIRECTORS  
PENN VALLEY FIRE PROTECTION DISTRICT

BY \_\_\_\_\_  
ARNITA PAIGE, CHIEF  
PENSION CONTRACTS AND PREFUNDING  
PROGRAMS DIVISION  
PUBLIC EMPLOYEES' RETIREMENT SYSTEM

BY \_\_\_\_\_  
PRESIDING OFFICER

\_\_\_\_\_  
Witness Date

Attest

\_\_\_\_\_  
Clerk

PLEASE DO NOT SIGN EXHIBIT ONLY

PLEASE DO NOT SIGN EXHIBIT ONLY

**DATE:** January 2, 2018

**AGENDA ITEM #:** VI-4

**AGENDA ITEM DESCRIPTION:** Proposal to Abolish District Personnel Code in Conjunction with Adoption of Lexipol Policy Manual

**STAFF:** Captain Thomas

**RECOMMENDATION:** Board direct staff to merge the existing Personnel Code into the applicable portions of the Lexipol Policy Manual and resolve to abolish the Personnel Code after Lexipol is fully adopted.

**FISCAL IMPACT:** None

**BACKGROUND AND INFORMATION:** Staff has been engaged in a lengthy adoption process for a new policy manual for the District, supplied by Lexipol. The review of this new policy manual has been done chapter by chapter, with input from staff, affected employee groups and the Board of Directors. There is one chapter left to review and is entirely regarding personnel. Many of the areas covered in the new Lexipol manual overlap the District's current Personnel Code. Some other areas are not covered in the Lexipol manual, but the new manual can be modified and added to in order to accommodate the additional information from the District's Personnel Code. That process will take significant time to accomplish, but will yield superior results. In order to reduce redundancy and potential conflicts between these documents in the future, staff recommends that the Board order the two be combined and brought forward for adoption with the Personnel Code being abolished in favor of Lexipol. Should the Board elect this option, staff believes that this could be brought forward for resolution during Spring 2018. Staff will answer any questions the Board may have.

**DATE:** January 2, 2018

**AGENDA ITEM #:** VI-5

**AGENDA ITEM DESCRIPTION:** Nomination of Nevada County Fire Agency (NCFA) Alternate

**STAFF:** Office Administrator Hughes

**RECOMMENDATION:** Elect Alternate

**FISCAL IMPACT:** None

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**BACKGROUND AND INFORMATION:** Director Grundel is our representative for the monthly or quarterly NCFA meetings. Director Pelonio was the alternate if Kurt couldn't make it.

PENN VALLEY FIRE  
PROTECTION DISTRICT

**DIRECTOR'S REPORTS**