

Penn Valley Fire Protection District
PENN VALLEY FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
January 2, 2018

A regular meeting of the Board of Directors of the Penn Valley Fire Protection District was called to order by Chairman Farrell at 6:30 P.M. at Station 43. Firefighter B. Mathena led the Pledge of Allegiance. Roll call was taken.

PRESENT

Directors: David Farrell, Kurt Grundel, Joey Jordan, Terry McMahan and Bruce Stephenson

Absent: None

Board Clerk: Debbie Hughes

Others: Firefighters, Auxiliary Members and M. Thelen

PUBLIC COMMENTS

Lettie Lewis President of the Penn Valley Fire Auxiliary presented a check in the amount of \$50,000 to the Board from the proceedings that the Thrift Shop made in the last 6 months. Chairman Farrell accepted it on behalf of the Board who were very thankful. The Auxiliary made approximately \$17,000 in the Christmas shop this year. There was a constant stream of people that were buying the bigger ticketed items.

CONSENT CALENDAR

D. Hughes commented on the few minor changes in the minutes. Vice-Chairman Grundel motioned to approve the consent calendar as presented with the amended minutes. Director Stephenson seconded. Motion carried.

NEVADA COUNTY FIRE CHIEFS' ASSOCIATION

The meeting has been postponed until next week.

NEVADA COUNTY FIRE AGENCY (NCFA)

No meeting this month.

LAFCO

No meeting this month.

PENN VALLEY FIREFIGHTERS ASSOCIATION

Vice-President FF Bryan Mathena reported only about 60 people at the December breakfast.

FIRE CHIEF'S REPORT

Chief Wagner reported:

- There were 138 calls for service in December with a total of 1,574 for the year.
- We have twelve full time positions filled. Paul Butterweich our newest employee has finished his FTO (Field Training with Officer) time.
- The engine and our two personnel on The Thomas Fire returned 12/20. Because of the busy fire season this year we will go over \$200,000 in strike team revenue. After already paying for all the overtime we are still only 3% over in wages @ 50% of the year. That will even out once all the money comes in.
- He usually receives the strike team operational leader form mid-May, but since there's still the potential for fires it was sent out today.
- The Employee that is out on Worker's Compensation came back to light duty work January 2nd. He will probably return to full-duty towards the end of February.
- On January 2nd a new group of interns from the Firefighter Academy were here for interviews and physical training. Originally six applications were received but only two showed up for interviews. FF Mathena said he offered positions to those two. He's asking some of the interns that are just completing their 6 months with us to stay on if they wish so we can still have six on the roster. He also said he must get to the FF Academies sooner to recruit these people as student application pools are highly competitive.
- The private trust that contacted the district regarding donating \$25,000 earmarked to pay part of the principal on the engine sent a \$30,000 donation. With that donation and the amount for the Nevada County Sanitation easement the engine loan will be paid down. It will be paid off in about one year.
- Bids for solar panels have been received, but they are different in content. One proposal has a financing program. Chief would like to bring back the Facility Committee to go over the bids and make a recommendation to the Board. Director Stephenson and Vice-Chairman Grundel agreed to be on the committee.
- The Christmas breakfast for District employees went over very well.

EMERGENCY MEDICAL SERVICES In addition to report in packet Captain Thomas reported:

- We currently have eight paramedics and seven EMTs – full-time and part-time combined.
- The District is holding EMS required annual skills evaluation training in January as well as ACLS and PALS in-house training.

DISCUSSION/ACTION ITEMS

1. Election of Chairperson and Vice-Chairperson

Chief Wagner said the board has historically elected Officers (Chair and Vice-Chair) or kept the same slate for the calendar year beginning in January. Vice-Chair Grundel motioned to keep the same slate. Director Stephenson seconded. Motion unanimously carried.

2. Authorized Signatures for Nevada County Auditor-Controller

D. Hughes informed the Board that this is required at the beginning of each calendar year for the Auditor's Office. Two signees must sign each warrant request. Recommendation to remove John Pelonio and add Joey Jordan was approved.

3. Discussion and Possible Approval of CalPERS Amendment to Contract for Section 21118 Partial Service Retirement

The Board previously concurred that CalPERS benefits could possibly be approved to add to the contract if they are at little or no cost to the District. There wasn't enough information to make an informed decision so this will be tabled until the cost is received from CalPERS in writing.

4. Proposal to Abolish District Personnel Code in Conjunction with Adoption of Lexipol Policy Manual

Captain Thomas reported on this. He said staff has been engaged in a lengthy adoption process for a new policy manual for the District, supplied by Lexipol. The process has been done chapter by chapter with input from employees and the Board. The last chapter is entirely about personnel codes and overlaps the District's current Personnel Code. Certain things in the Lexipol personnel chapter don't include points we have in our Personnel Code. He feels the best way to avoid redundancy and potential conflicts between the two documents is to combine them and then abolish the District's current Personnel Code. Director McMahan said this is what Nevada County Consolidated Fire is doing. Vice-Chairman Grundel thought that this was always the way it was going to be done with the Personnel Code and then a workshop to be held at the conclusion. The direction of the Board was to move forward with that. It was discussed that routine updates shouldn't be Board action as they're Federal and State Law. Chief Wagner said certain parts of the Lexipol manual once it's adopted as District Policy shouldn't be made public as they refer to District safety and security. Director McMahan felt confident this would be a good working manual for the District.

5. Nomination of Nevada County Fire Agency Alternate Representative

D. Hughes said that Vice-Chair Grundel is our principal representative and John Pelonio was our alternate. Meetings are usually quarterly. Director Stephenson agreed he'd be the alternate.

DIRECTOR'S REPORTS

1. Chairman Farrell – He thought the District employee Christmas breakfast function was very nice.
2. Vice-Chairman Grundel – He thanked the Auxiliary for their arduous work and generous donation. He also appreciated the breakfast.
3. Director McMahan – He was also very appreciative of the breakfast.
4. Director Jordan – She thought it was spectacular to be here and witness the Auxiliary making such a generous donation from their Thrift Shop work.

5. Director Stephenson – He complimented staff on the Christmas breakfast and said it was nice to meet some of the families.

INFORMATIONAL CORRESPONDENCE/INFORMATIONAL ITEMS

(refer to red correspondence book)

GOOD OF THE ORDER

None

ADJOURNMENT

Director McMahan motioned to adjourn at 7:35 P.M. Vice-Chair Grundel seconded. Motion unanimously carried.

Respectfully submitted,

Debbie Hughes
Clerk to the Board