Frank Lang, Chair, open **September 16, 2021** meeting at 3:04p.m.

Roll call completed by Frank Lang. Meeting in person with masks and 6ft distancing.

Commissioners Present: Frank Lang, Mike Galan, and Liz Fisher. Diane Wharff (arrived 15:08)

Commissioners Absent:

Staff Present: Marty Creel, Fire Chief/Paramedic, Joyce White, Dispatch Supv.

Staff Absent: Loryce Ashby, Bkpr/Sec.

Others Present:

**Approval of September 16, 2021 Agenda:** **Mike Galan motions to approve the Agenda, second by Liz Fisher. 3.0.0.**

**Approval of August 19, 2021 Minutes**:  **Liz Fisher motions to approve the minutes, second by Mike Galan. Motion accepted 3.0.0.**

**Public Comments:**

**Announcements:**

**Correspondence:**  Received a renewal of a license so passed on to Chief Creel. We did receive a letter of resignation from the Robert Johnson CPA group. A list of referrals has been requested. Liz did get more referrals from other districts. Frank suggested we put together a policy for changing the auditor every 3 years.

**TREASURER’S REPORT:** Handouts of Banking acct. balances, R-1 Reports, Balance Sheet, P&L and UC Balance and Fire House fund update.

Checking: $162,503.07

Paramedic: $134,186.04 (to be Fire House/Paramedic)

Cash Total $296,689.11

Less Outstanding $ 5,797.80

Total $290,891.31

CD # 2871 $ 10,019.84 (building reserve)

CD# 2872 $ 27,456.43 (equipment reserve & $5000 for ambulance reserve)

CD# 0618 $ 5,191.99 (contingency reserve)

Total Investments $ 42,668.26

New Fire Station Fund: $252,845.00

UC Funds: $7,582.54

Working on setting up another account for the Fire Station Fund. Liz asked WF to add the extra security of verifying 2 signatures on our checks and Tania will work to get this done. Mike Galan motions to approvet the Treasurers Report, second by Diane Wharff. Motion accepted 4.0.0.

**CHIEF’S AND EMS REPORT:** Handout given to each Board Member.

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1. Chief’s Report:
   1. Training: We have shifted focus to wildland fire fighting skills.
   2. 7362 was pre-positioned and staffed 8/13 through 9/11 with 3 personnel 24 hours a day. There is a concern about where 7362 was parked during this time and if it would be available. There may be a possibility of being reinstated this Saturday and Sunday. Marty would like to have another Red Card volunteer to assist with calculating monies for time served not only for the personnel but also 7362. Hopefully we will be more aggressive in having an apparatus available for these assignments and the monies received be placed in the Apparatus Reserve account. Suggest investigating a Tactical Water Tender with which we can send 2 volunteers instead of 3 volunteers with a type 6.
   3. Maintenance:
      1. Pump on 7391 repaired.
   4. Upcoming Projects:
      1. No updates on Firewise Committee
      2. Chief Creel will be meeting with Sierra City about a trail rescue program on the 26th. Marty will meet with Chief 79 and Mike Fisher to discuss future of Search & Rescue. We will continue to respond as we have been.
   5. IT needs – not met yet, still researching.
   6. Marty informed the Board that he will be working on updating the roster and identification numbers. Not everyone will be changed. This may also include apparatus number. Mike Galan stated that the Reserves are not covered but must be on the roster.
   7. Department meeting in October date TBD at Association meeting on the 30th.
      1. Outdoors
      2. Potluck

1. EMS Report:
   1. August medical runs were 9, with 1 propane leak and 28 UC calls.
   2. EMT 1 starts on the 24th. (current registration is at 5). Liz did mention we need to recruit fire fighters. Marty acknowledged this issue.
   3. Marty did share with the Board a report from the Fire Station Program for review. July had 21 runs.
   4. Digitech has given notice:
      1. We will have up to one year to transition.
      2. Transition team needs to be designated with timeline goals.
      3. Team to ensure all area are covered in new solution which should include: fire NFIRS reporting, ePCR, billing software, billing solution, and urgent care integration. Frank suggests EHR be included.
      4. Marty has started a list of possible vendors which is by no means complete and will continue to seek quotes and service options, including possibly doing our own billing. “Image Trend” does offer ePCR reporting for free. They also include ET3 billing. Marty will bring more information to the next meeting.

**Liz Fisher motions to accept the Chief’s report, second by Mike Galan. Report accepted 4.0.0.**

**FIRE STATION COMMITTEE REPORT**: **Frank did send a letter to Ranger Henderson, who is currently on fire assignment. It is suggested to resend the email and cc Eli so he can maybe pick up on that.**

**Joyce suggested to send out a letter regarding contributions for the New Fire Station and send out bulk mail.**

**GRANT COMMITTEE UPDATE**:

1. Extrication Grant: **preauthorized for 38k. Should be approved around October 1st.**
2. SCBA Grant: **pending**
3. Applied for Wild Land PPE and tool grant of $12,500. **Grant received and order placed. 85% of order is back ordered. Trough the current CSFE grant we can get reimbursed $450 for new volunteer physicals and new volunteer turnouts.**
4. RPIC Grant: **Frank submitted on 7/26 for this $100k grant. (place making and planning for the new Fire Station). Pending**
5. Fire Station Construction Grant: Frank informed the Board it is currently being considered in the House. **Frank will watch for the outcome.**

Liz Fisher informed Marty that we received a bill for the year from Banner in the amount of $4,603.85. Marty stated that he will be submitting a request of assistance from the Association.

**OLD BUSINESS:**

1. Work Injury Policy: **Viewed and pending**

**NEW BUSINESS:**

**DISCUSSION/ACTION:**

**CLOSED SESSION:**

**NEXT BOARD MEETING:** Thursday October 21st.

**ADJOURNMENT:**  Diane Wharff motions to adjourn, Mike Galan second. Adjourned at 16:56