Frank Lang, Chair, opened the **April 21, 2021** meeting at 3:05p.m.

Roll call completed by each member. Meeting in person with masks and 6ft distancing.

Commissioners Present: Frank Lang, Liz Fisher, Irving Christensen, Diane Wharff

Commissioners Absent: Mike Galan

Staff Present: Marty Creel, Fire Chief/Paramedic

Staff Absent: Joyce White, Dispatch Supv., Loryce Ashby, Secretary

Others Present: Steve Folsom

**Approval of April 21, 2021 Agenda:** **Liz Fisher motions to accept the February 17th Agenda, seconded Irv Christensen. Motion passed 4.0.0**

**Approval of February 17, 2021 Minutes**: **Liz Fisher motioned to approve the January 20th minutes, second by Irv Christensen. Motion passed 4.0.0**

**Public Comments:** none

**Announcements:**  Loryce is on leave from dispatch due to medical issues but will continue with bookkeeping and secretary responsibilities.

**Correspondence:**  none

**TREASURER’S REPORT:** The CDs are still not showing on-line. Loryce has asked for a listing of our fixed assets so we can review and update if needed.

Checking: $ 68,379.87

Paramedic: $ 7,632.78

Cash Total $ 76,012.65

Less Outstanding $ 5,320.76

Total $ 70,691.89

CD # 2871 $ 10,019.26 (building reserve)

CD# 2872 $ 27,454.84 (equipment reserve & $5000 for ambulance reserve)

CD# 0618 $ 5,191.26 (contingency reserve)

Total Investments $ 42,665.36

**Liz informed Marty that the Reserve Accounts are the CDs and not considered cash accounts. Irv Christensen motions to approve the Treasurer’s report, second by Diane Wharff. Motion passed 4.0.0**

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

1. Chief’s Report:
   1. Training Activity:
      1. We continue to focus on basic fire fighting skills based on NFPA standards for volunteer departments.
      2. We will begin Wildland training on April 29th.
   2. Maintenance:
      1. 7362 back on 4/21/21 from Grass Valley for repairs, still needs front tires before wildland season.
      2. 7360 is on the FEPP auction block and should be gone soon. Gear to be stripped scheduled for 4/23.
      3. San Ramon Fire Department will not be donated the rig originally talked about but may still donate a newer type 3. No update yet.
      4. Looking at status of water tender and its serviceability. There is need for pump, however good for local service. Will keep as back-up when we acquire a newer one.
   3. Upcoming Projects:
      1. Fire Wise Community: will investigate for clearer information. Cal-Fire will give the approval once we submit our plan.
         1. Will need community support and participation.
         2. Could help people with homeowner’s insurance in high fire danger areas (we are in one).

**Irv Christensen motions to have the Fire Chief to further investigate, second by Liz Fisher. Motion approved 4.0.0**

* + 1. Adopting fire code and a couple other ordinances as a fire district.
       1. Burn permit process. Fire permit process can set standard for the Fire district setting our own ordinances, will investigate further. **Liz Fisher motions to approve going forward, second by Irv Christensen, motion passed 4.0.0**
    2. Knox Box: for public buildings such as schools, courthouse, etc. there should be a box on side of the building for keys to enter the buildings or gates. Only the Fire Dept will have a key for the Knox Box located on the fire engine or with the Fire Chief. Property owners can choose to not be apart of this process. Each ordinance will come with an enforcement piece and so will need to work with the county. **Diane Wharff motions to move forward, second by Liz Fisher. Motion passed 4.0.0**
    3. 2019 Fire Code: **Irv Christensen motions to defer to next meeting for further discussion, seconded by Liz Fisher. Motion passed 4.0.0.**
    4. Tablets and software for dispatch: Marty has asked for $6,000.00. **Irv Christensen motions to approve up to $6,000, second by Liz Fisher. Motion approved 4.0.0.**

1. EMS Report: UC will be doing vaccinations and testing thru the end of June. Marty recommends we step out once the second shots are done. Frank mentioned that on May 5th the state is opening a immunization clinic for the county in Sierraville. We finish the second doses next week and we should celebrate accordingly. Testing will continue thru the end of June.
   * 1. UC has been busy.
     2. EMT class completed. Will not be teaching until Sept.
     3. Teaching CPR to Sierra Family Clinic at Tyler Foote and Oregon Hill. For outside agencies, the charge will be $50 per person. Class takes about 4.5 hours.

**FIRE HOUSE COMMITTEE UPDATE**: Frank states that we formalize the project to proceed. **Liz Fisher motions to proceed, second by Irv Christensen. Motion passed 4.0.0.**

1. New Firehouse proposal: **TBD next meeting.**
2. Funding proposal: use FFA (501c3) to transfer monies to Dist. Bldg. fund.
3. USFS Meeting: **TBD**
4. DFPD Press Release: **series of about 4 articles to start maybe next week.**

**GRANT COMMITTEE UPDATE**:

1. Extrication Grant: **still pending.**
2. Applying for SCBA grant: pending – asking for 4 packs due to cap of grant. May 31st is deadline for applying. **Frank will assist to reach this goal as Marty will be on vacation.**
3. Sierra Co. Covid-19 Testing Agreement: still doing rapid and weekly PCR testing. Need approval for the extension of testing. **Motion to approve $75,000 from July 1, 2021 thru June 30, 2022. Irv Christensen motions to approve, seconded by Liz Fisher. Motion approved 4.0.0.**
4. Urgent Care Medical Equipment: **did purchase exam table, stool, stand, otto scope. These funds come out of the Urgent Care Funds.**

**BUDGET COMMITTEE UPDATE**: **in process**

**OLD BUSINESS:**

1. Work Injury Policy: **Still in process as time permits.**
2. Urgent Care Medical Malpractice Ins**.:** We are not covered for Medical Malpractice through GSRMA. **GSRMA will supply a quote. Perhaps we can get this paid through the Covid Program, Frank to research.**
3. ET3 Update: few calls fit into this category to bill insurance. No patient bill.

**NEW BUSINESS:**

* + - 1. Urgent Care Building Lease: **Owner may donate the building to the District. Motion to approve the lease by Diane Wharff, seconded by Irv Christensen. Liz recused herself. Motion passed 3.0.0.**

**DISCUSSION/ACTION:**

* + - 1. **CLOSED SESSION:** moved into closed session at 1649. Result is **Irv Christensen motions to approve the increase from $30 a month to $50, seconded by Diane Wharff. Motion approved 4.0.0.**

**Next Meeting: May 26, 2021**

**Adjournment: 16:55**

Submitted by Loryce Ashby, Secretary/Bkpr.