



Quincy Fire Protection District

Board of Directors

Meeting June 8, 2023

Feather River Bulletin Conference Room

287 Lawrence St. Quincy, CA 95971

- I.** Chairman Mike Taborski called the meeting to order at 8:00 a.m. with Treasure Ryback, Commissioner Mansell, Fire Chief Robbie Cassou, Deputy Chief Frank Carey, and Administrative Secretary Karrie White present.

Public Comment:

- None

- II.** Mansell made a motion to approve May 11, 2023, meeting minutes. Taborski seconded the motion; the motion was approved.

- III.** Financial Committee Report: Treasurer Ryback:

- Treasurer Ryback: Karrie has provided the financial statements; you can see the interaction with the new Plumas Bank Cd's shift balances, but they are the same. Noteworthy is the equity section a net income of 2 million and a negative of \$104k with some revenue posted bringing the total to a negative \$101k. The cash balance sheet shows over \$2m. Workman's Comp Insurance cost up to \$44k, and EDD and retirement amounts paid were higher than in April.

Professional services are also notably higher relating to the 2-year audit, the amount of interest we received in April's financials is \$2,982.57 and May has \$2,919.74. Mansell noted we were getting some quarterly interest from the County's investments, but this shows we are making more on the monthly interest from Plumas Bank than what we were receiving from the County.

White reported that we should be receiving quarterly interest again for FY 22/23 and property tax allocations. The County is still behind in getting it out. Right now Plumas Bank is paying interest at a higher rate than the State. She said she put a call into Julie White at the Treasurer Department at the County and has not heard back from her as of yet to get an idea as to when to expect the warrants (checks).

- Taborski: Where do we stand on agenized the financial committee? Board discussed the process of placing it on the agenda as separate line items open for discussion for the public along with other district business as part of our regular board meeting since the financial committee consists of the same members as the board of directors.

- IV.** Financial Committee Business, Discussion, and Actions:

- Taborski opened the floor regarding the Plumas Bank accounts and respective fees and limits on the number of checks that could be written on the money market account. White continued: In speaking with Jeb we are allowed 11 transactions in a cycle of each month after that we are charged. We need to keep the checking account open for daily operations. She would like to close the Five Star accounts.

Ryback suggested calling bank manager Jeb Heiman to have him put a sweep on the money market account to move \$10k into the operating account as needed. He said the process is simple and secure, “Karrie sends an email to Jeb, and I can authorize the transfer and one of the other board members can sign the email”.

Taborski asked if the Five Star accounts, a bank that specializes in the needs of special districts, what are the actual benefits of keeping them open? The board discussed in detail the benefits and risks of keeping the accounts open and made the decision to have White close the accounts.

Taborski asked if there were any outstanding amounts that need to be brought to the board's attention? Cassou noted an invoice for Hi-Tech for \$24,870k on the ladder truck for repairs. In communications there is an item for \$22k to Banner for radios. We received a 50/50 grant so we will see half of the money back I’m in the process of closing that out.

- Claims Signed:
 - Claims signed

V. Fire Chief’s Report: Chief Cassou

- Last month we had 34 medical calls and 4 fire calls for a total of 38. We are experiencing a 4.31% increase in the number of responders per call.
DC Frank Carey: The early morning structure fire on 5/27/23 which turned out to be a homicide, took a toll on some of our volunteers, the same day we were dispatched out for a local person, this had one of our younger volunteers very upset.

The board members ensued a lengthy conversation regarding any assistance programs that might be available for those who need it in dealing with traumatic experiences. Carey informed the board that he has a support system in place, called the individuals daily to see if they were okay, and also enlisted a medic for additional support. He said on 5/23 we did the communications, mayday drill which is specifically for these types of circumstances.

Cassou mentioned the programs and assistance that the department offers to volunteers, noting Frank is doing a great job.

- Drills – May

5/2/23 – Officer meeting

5/09/23 – Burn Building

5/16 /23 – Rescue: Mike Grant did swift water rescue with a PowerPoint presentation.

5/23/23 – Fire drill: Communication / Mayday: Led by Carey on what to do if a firefighter goes down in a building and how to call in the Mayday what to say on the radio and what not to say.

6/6/23 – The officer's meeting was canceled due to the circumstance and rescheduled for Monday.

6/13/23 – Fire drill, Captain Arcangeli set up a special drill with CHP, they're bringing the helicopter to the airport, starting half an hour earlier orientation of the helicopter, hoist operations, long lining where they hoist individuals up.

6/20/23 – Rescue drill, ground, and aerial ladder rope rescue

6/27/23 – Pump and roll.

VI. Engine Report: Chief Cassou

- On May 17 and 18 Jessie Lazzarino, Chopper, Jonathan Medrano along with Magado McKinley set up two different “Show Me” for Plumas Charter School and the Preschool. Mansell noted that with the preschool, it went well they brought out an engine set up a little firehouse and the kids got to use the water hose to aim towards the hole and put the fire out. We did a tour of station one, went through the support vehicle, and shot off water from the engine which the kids loved running around it.

The goodie bags provided firefighter hats, coloring books, and stickers. This was a good way to introduce firefighters to the kids. With the older kids, it might be good to introduce fire safety stuff.

- On the 13th of last month, we had the Plumas County Fire Chief's Association meeting and discussed dispatch issues at a great length. The board had a conversation regarding staffing issues for the Plumas County Sheriff's Office and how it will affect the District's firefighters.
- The OES office has been shifted from the Sheriff's office to county's CAO who is now the OES coordinator for the county. OES is liquidating the OES Mass Casualty Trailer that has been stored at Station 1. Frank wrote a letter to the county noting the District's intention of accepting the trailer.
- The Long Valley Fire Department has a new Fire Chief. Peninsula Fire Department Fire Chief Andrew Courtright has resigned, and Chester Fire Department is closing its doors.

VI. Fire Prevention Report: Chief Cassou

- Frank set up a conference call with Tony Warndorf, facilities director at Feather River College and are meeting today with them to test fire hydrants. Cassou also spoke with Jim Doohan from the American Valley CSD on May 2. Pace Engineering out of Redding will be surveying the entire water system. Once they get the survey done they will be able to completely replace the system.

Taborski asked what the Fire District has officially done to put Feather River College on notice since the last board meeting's discussion of red flagging? Cassou informed him he has not been able to move forward. He said we will be testing all the fire hydrants today and list what needs to be done. There was conversation regarding the previous meeting's decisions and what actions need to be taken before the new semester starts.

The board requested Frank Carey to proceed with a letter of intent to be sent to FRC president Kevin Trutna and the board of Feather River College and Warndorf stating the Fire Districts' intent to red flag any fire hydrants and building fire alarms not meeting requirements as of today. The letter states that if they are not brought into compliance before the date of August 1, 2023, those buildings and fire hydrants will be red flagged.

Frank: FRC's dorm at 50 Central Ave. needs to be addressed in this letter because the occupants are not leaving the building when a fire alarm is activated. The board agreed to include the issue regarding proper evacuation policies and procedures in the event of a fire to prevent a loss of life.

- Taborski asked about the status with Main Street Theatre, Tom Hempner and Earl Thompson. Cassou reported having had good progress, several meetings noting they have cleared the emergency exits and we have been working with the building department, they have an architect working on plans to add two four-foot double doors on the east side of the building in the alley towards forest stationers, with a cap over the roof and paved.
- Engine Company Reports: Chief Cassou
- Chopper and several other volunteers have been doing engine pump testing on all of our fire pumps except for OES 360 which is still in Sacramento for repairs.
- We started the survey in preparation with ISO on fire hydrant testing, the air compressor in the shop is not working, so it might be time to replace it. Our subcutaneous breathing apparatus is out of compliance they need to be checked and the company that does the testing is sending a man out of New Mexico due to a shortage of employees he will not be here until August.

VII. Other Business:

- Fire Station 2 replacement:
 - No updates.
- Discussion, and possible action regarding the purchase of Andy's Way property:
 - No Updates
- Discussion and possible action regarding the progress of the LaPorte Facility project:
 - No new updates at this time

Taborski entertained the motion to adjourn the regular meeting and move to the closed session. Ryback made the motion to adjourn the regular meeting, Mansell seconded the motion, the motion was approved, and the board entered a reconvene closed session at 9:15 a.m...

VIII. Closed Session: Personnel Wage Increase

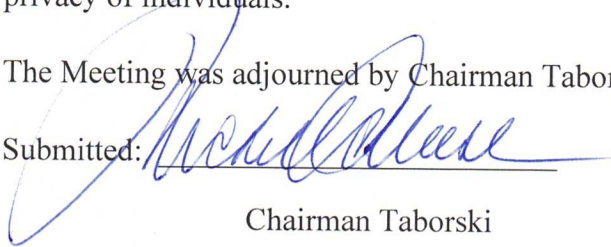
Ryback made a motion to adjourn the closed session, and Mansell seconded the motion, motion so approved. We reconvene now in an open session at 9:29 am.

- The board reviewed Karrie White's performance. It was recommended and approved that a wage increase to \$24.41 an hr. be made retroactive to May 1, 2023.

These minutes are to remain confidential until the board deems it no longer necessary to protect the privacy of individuals.

The Meeting was adjourned by Chairman Taborski at 9:31 am.

Submitted:



Chairman Taborski

7/13/23

Date

BOC 6/08/2023