



Quincy Fire Protection District

Board of Commissioner's Meeting Minutes

for June 10, 2021

Feather River Bulletin Conference Room

I. Chairman Taborski called the meeting to order at 7:30 am with Treasurer Andy Ryback, Commissioner Johnny Mansell, Chief Cassou, and Administrative Secretary Karrie White present.

II. Public Comment: None

III. Chairman Taborski requested to add some revisions to item a in Other Business regarding the acquisition of the new ladder truck to add some clarity on the discussion of the ladder truck. to the April 8 minutes. Treasurer Ryback added a spelling correction to line-item c paragraph 2, Treasurer Ryback made a motion to approve April 8, 2021 minutes, Commissioner Mansell seconded, motion approved.

IV. Financial Report:

- a. Treasurer Ryback questioned in other wages the \$17,000 amount and Secretary White that it was Kevin Correira's second paycheck for the strike team pay that was approved by Chief Cassou.

Ryback also questioned the highlighted area on office expense, and White went through the listed items noting the highest was for Chief Cassou's printer, \$973.

Ryback also questions the small tools account expenditure and White informed the board that was for the maintenance on the Jaws of Life tool. Ryback and Taborski questioned the utilities account since it was higher than normal. Taborski asked White to research to find out why.

April financials were reviewed with Ryback questioning the other wages amount. White informed the board that the journal entry was supposed to be reversed because of the previous miss posting. Ryback brought to the board's attention to the revenue which showed receiving the special assessment taxes of \$210,000.

- b. Claims Signed

V. Fire Chief's Report: As reported by Chief Cassou

- a. Last month we had thirty-two EMS calls and eight fire calls for a total of forty calls.

Grants: The Volunteer Fire Assistance (VFA) 50/50 grant is finally winding down.

The PG&E Public Safety Power Shutdown (PSPS) generator grant is going out for re-bid. The person who was awarded generator the project passed away. Captain Kevin Correira has offered to serve a project manager to keep this project moving forward.

- b. We have two new applications in: Sean Harris and Jordan Thomas Phipps. Both applicants have previous wildland experience and Harris also has experience as a paramedic. Both men showed up for our training this last Tuesday night. Commissioner Mansell said that "Sean lives right next to Station 3 and he seems enthusiastic".
- c. All six weekends of Fire Academy 17 have been completed. The graduates included, Kaylee Chandler, Rebecca Stewart, Amy Weaver, Riley Dupont, and Josh Mundy. Due to his participation in a 40-hour Driver Operator Course, Mundy missed a couple days of the Academy. We will help him make for the training he missed, much of which he has already done in previous training exercise.

Upon Completion of the 40-hour Driver Operator 1A class, Josh will be ready to take his DMV test to get his firefighter's endorsement to drive district vehicles weighing over 36,000 pounds.

On April 10, Cassou met with Mundy to do his Code-3 driver training and road test, both of which he passed. Cassou is meeting with Mundy to sign-off his extrication airbags and Kendrick's extrication device skills sheet.

- d. Races started this weekend. We have volunteers there May 14-15. It should be a busy weekend at the races because they are expecting a record number of cars (approximately 150).
- e. It is going to be a busy weekend. The Driver/Operator 1B (pump operator) class in Graeagle and Beckwourth is starting. Dale Ready is representing our department at that class. Ready, Mundy and Jonathan Medrano, have already completed the Driver/Operator 1A class and are ready to receive the DMV Firefighter endorsements. Also on Saturday, we have an OES Strike Team Leader refresher course at Station 1 from 9:00 a.m. until 12 noon. This class will update participants on changes to our California Fire Assistance Agreements (CFAA), deployment and demobilization procedures, qualifications tracking (Red Cards) and claims for reimbursement and equipment damage. We are also sponsoring a Basic 32 Class (Basic Wildland Firefighter Level 1) at Station 1, May 15, 16 and May 22, 23. So-far we have four members participating in the class.

Also on Saturday, we have the Wildfire Preparedness Summit at the fairground from ten to two. Quincy Fire will be providing fire protection services for a burn-wall demonstration. There will be three wall and roofing simulators to demonstrate how different building materials and construction techniques respond to fire. We are using this

function as a recruiting opportunity with a booth and two fire engines, firefighter and support team applications from 10 a.m. to 2 p.m.

- f. Sunday, May 16 is EMS week. Care Flight Ground will be hosting a barbecue at Gansner Park.
- g. On May 24 I am taking my car to Sierra Electronics for three or four days to get the lights and radios installed.
- h. On May 22, the support team is having an appreciation barbeque at Team Leader Kevin Griffin's house and the fire officers have been invited.
- i. On the May 11, representatives of the US Forest Service provided instruction at our Tuesday night drill. The training was related to the 10 standard firefighting orders, the 18 situations that shout "watch out" and the lookouts, communications and escape routes and safety zones. There was also a program on structure triage for wildland firefighters.
- j. May 12 from 9 a.m. to 9 p.m. I was I was on Cemetery Hill with our old ladder truck, taking down a series of radio antennas and a 60-foot tower. All of our radio equipment has been relocated to a vault owned by the Plumas County Sheriff's Office.
- k. We have had a couple of meetings with the Fire-Wise Community Group on 4-13 and again on May 11 at the Pioneer Park Pavilion.
- l. In an effort to catch up on several pending projects, I have asked the general membership for help:
 - a. Assistant Chief Carey has offered to approach all the businesses in the Plumas Pines Shopping Center and acquire emergency contact information and keys to be placed in the recently installed "Knox Box" safes located at each business.
 - b. Matt West, Tony Arcangeli, and Eric Vinyard have agreed to work with me and the water providers to inspect, test, photograph and acquire GPS coordinates for two hundred plus fire hydrants in the Quincy Fire Protection District. This project will allow us to create up-to-date hydrant maps, identify damaged hydrants and provide required gallons-per-minute flow data for ISO.
 - c. Captain West, Arcangeli and Vinyard have agreed to help identify parcels contiguous to the Quincy Fire Protection District but not currently annexed. This data may be used to facilitate the annexation of other unprotected parcels that are not already included in the Butterfly Valley area annexation project.
 - d. We are still on the emergency water Storage project on Laporte Road.

VI. Other Business

- a. Chairman Taborski opened the floor and changed the agenda's order due to a conference call he had to take at 8 a.m. to discuss item four, the recent acquisition of a new ladder truck. "We (meaning the board) understand that Quincy Volunteer Fire Department Inc. has recently purchased a ladder truck", Taborski inquired.

Cassou said he went to the board of the Quincy Fire Department Incorporated asked if they would be willing to purchase the new ladder truck noting that there were no guarantees the District would ultimately buy the truck. Cassou ensued in a detailed conversation the pros and cons of the old vs. the new ladder truck. Taborski asked if Cassou was requesting the District to consider buying the newly acquired ladder truck from Quincy Fire Department Incorporated for the price they paid, \$13,000 and related fees?

Ryback questioned the what the cost of the repairs were expected to be and asked if the District board would be absorbing those costs? Cassou informed the board that Quincy Fire Department is enthusiastic about this being a good addition to the department. He added that they (Quincy Fire, Inc.) buy all the paint and the stickers, decorative stuff when we have done this in the past.

Cassou continued with a detailed discussion regarding the probability of repairs and costs and the district moving forward in the purchase of the new ladder truck. Ryback made a motion to approve the purchase of the ladder truck, Mansell seconded the motion, motion approved.

Taborski excused himself and handed the meeting over to Ryback to wrap up the other business items on the agenda.

- b. There was a discussion on Fire Station 2 regarding a parcel on Mill Creek Rd. that had recently come available. Unfortunately, the parcel is too narrow for our purposes. No further discussion.
- c. Discussion on the annexation of Butterfly: Cassou, "I am working on the LAFCO Municipal Service Review (MSR) which is just about done." As mentioned previously, we are also trying to identify any unannexed parcels that are contiguous to the existing fire district for possible inclusion in the proposed Butterfly Valley area project.

"We have one of Meadow Valley's old fire engines at the station that now belongs to Bill Jacks (of Butterfly Valley). Charlie is trying to determine if the vehicle could again become a serviceable fire engine. Every copper line attached to the fire pump has frozen and must be replaced. If Jacks is willing to pay for needed repairs, then we will pump test it and see if it is a salvageable vehicle. It seems to be running fine so that's a good start."

Ryback and Cassou ensued in a detailed discussion on the possibility of acquiring government surplus fire apparatus. Cassou stated that acquiring a loaner wildland engine from the US Forest Service through CalFire is relatively simple.

- d. The credit card we use now is on Cassou's State Farm Bank account. This was done because the QFPD did not have a bank account to connect a credit card to. The County has made available to us, an account through US Bank which will enable the District to obtain a credit card.

QVFD Inc. has been paying the State Farm credit card bills for the District to avoid the late charges incurred due to the slow processing of check through Plumas County. By going through Plumas County and US Bank, the District will be paying the bills and taking QVFD Inc. out of the process.

White said that we have been assured that the county pays those right away because all our county stuff gets paid at the same time on the same account. The State Farm card will be cancelled so if Quincy Volunteer Fire Department Inc. wants a credit card, they can go through their bank to obtain one.

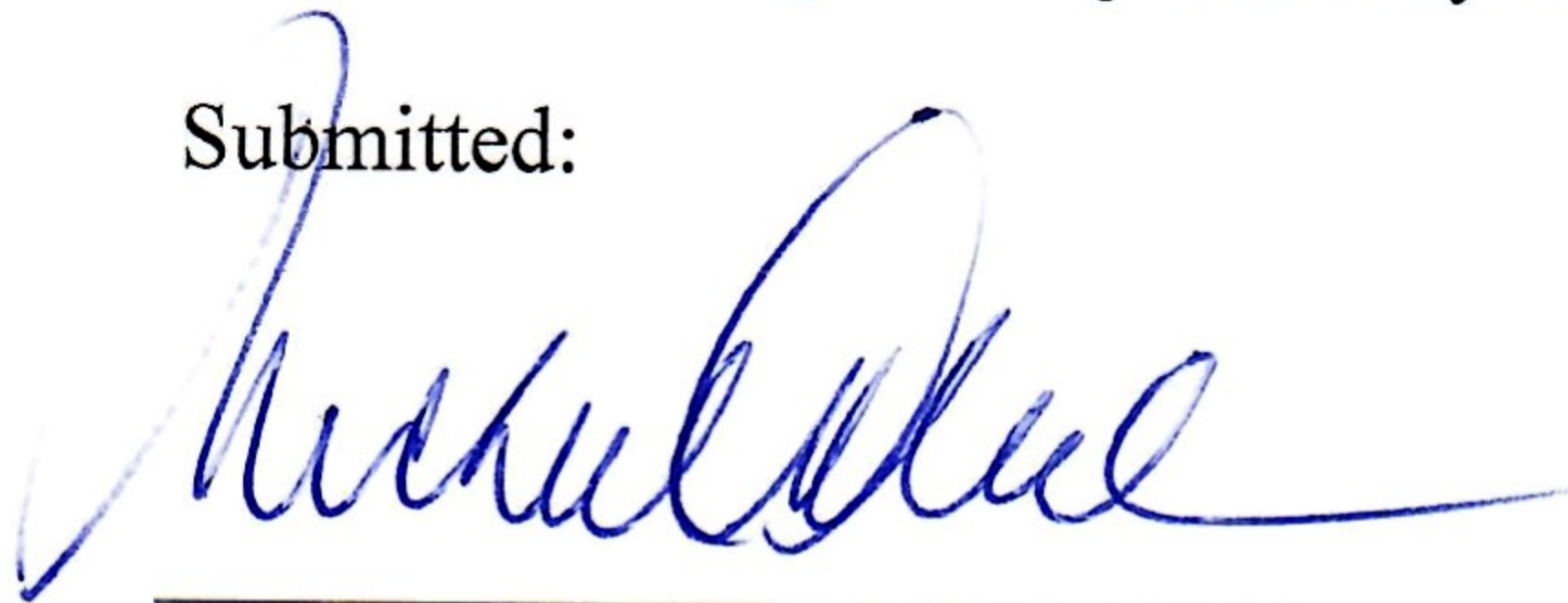
Mansell said, "So basically, you are wanting the board to make a motion to approve the credit card?" White, "Correct, the link that I sent from the California State Government Cal Card Program requires the board to appoint an individual as the primary cardholder and an administrator".

White would like for Cassou to be set up as the primary cardholder, and herself as the administrator to reconcile the statements.

Mansell made a motion to approve the application to the Cal Card Program with Chief Robbie Cassou to be the primary and Secretary Karrie White as the Administrator, Ryback seconded the motion, motion approved.

VII. The meeting was adjourned by Ryback at 9:02 a.m.

Submitted:



Chairman Taborski



Date