

Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

(209) 754-4330

www.centralcalaverasfire.org

Bill Wennhold
Fire Chief



Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245
6:00 P.M. Thursday, December 9, 2021

1) Call to Order:

The meeting was called to order at 6:00 p.m. Present were Directors Cook, Overacker, Meitrott-Tyler, and Clark. Others in attendance were Chief Wennhold, Captain Tedder, Lt. Williams, Debbie Miller, Engr. Carpenter, and Diane Lloyd.

2) Public Comments:

There were no public comments.

3) Correspondence:

There was no correspondence.

4) Approval of November 11, 2021, meeting minutes:

It was noted that Firefighter Braden Stevens' last name was misspelled in the minutes. Also, the acronym for the El Rancho Loma Serena Homeowners' Association was mistyped as ERLSHA; it should be ERLSHOA instead.

MOTION, approve the minutes of November 11, 2021, as corrected –

Motion by - Director Clark, 2nd - Director Overacker

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

5) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

Chief Wennhold has not talked to the contractor, Ron Pargett, as of yet. Director Cook stated that he had been in communication with Mr. Pargett regarding the physics to be considered in filling the water tank.

2) Mountain Ranch Tank Replacement

Captain Tedder reported that it took longer to take down the old tank than anticipated. He also noted that the pad can be reused. We are currently awaiting the delivery of the new tank which is being shipped from Florida.

b) Updates - Policy Manual Review and Website redesign

Director Meitrott-Tyler presented the update on the Policy & Procedure Manual (PPM) review. She distributed several high-level project plan documents. She went over “who does what and when” based on the presented plan. She noted that the project is divided up into tasks with accompanying timelines. Director Meitrott-Tyler offered some background on Lexipol, an outside contractor that provides policy manual creation, review services, and training on a subscription basis. She also noted that the company has worked with and written PPMs for Calaveras County Sheriff’s Office in addition to many others. She researched them in order to gain some background on what has been done in the past. She assured the Board that they would be updated regularly as to the progress of our current PPM review.

Director Clark asked what kind of training was provided by Lexipol and would there be any advantage in using them, such as a reduction of our liability insurance costs, Chief indicated that our liability insurance provider offers no such discounts and any challenges to a policy would be defended by our liability insurance carrier, not Lexipol. Director Cook questioned as to whether month to month training on the PPM was even necessary.

Director Cook pointed out that San Andreas Fire Dept. has a strong PPM with which Chief Wennhold would have great familiarity. Director Cook recommended that the current PPM not be removed in favor of something completely new and that CCFRPD has already invested over \$8,000 with Lexipol in something that is clearly not working as planned. One example that he offered is that there is no mechanism that tracks who has received a copy of the manual and who hasn’t, as there is no process set up for acknowledgement of receipt. The main goal is to stay up to date on human resource issues. Director Cook felt that what has already been started is a positive move toward improvement but he and Chief were skeptical that going back with Lexipol would be effective. Director Overacker commented that the PPM should remain simple and that it has worked so far. He acknowledged that it needs “tweaking” but that a heavy-handed approach is likely unnecessary. Debbie Miller offered further background on Lexipol stating that they had been used to determine if the verbiage of our PPM was appropriate and in compliance. An in-depth review should be considered every three to five years.

Other suggestions followed, with Director Clark mentioning going to the JPA to compare; Chief mentioning Lexipol as a review source; Director Meitrott-Tyler asked if CCFRPD has an attorney who could review; fire district associations and individual districts could also be asked to share their versions. Director Meitrott-Tyler stated that she and Lt. Cleland will continue with their work as outlined. Chief stated the current San Andreas Fire Dept’s PPM was based on CCFRPD’s model, he will obtain a copy and share with the committee. Director Cook also asked Debbie Miller if a copy of the old CCFRPD PPM was available, she answered there should be both written and electronic versions in our records. Chief reiterated that what we are looking for is something reasonable that addresses all the issues necessary to meet the legal obligations of CCFRPD, be realistic in its expectations, be understandable by all our members, and be enforceable for performances.

Website design update

Director Meitrott-Tyler offered a high-level requirements document. Chief Wennhold, webmaster Mike Burns, and Director Meitrott-Tyler are currently working on the project

c) Board Vacancy

Chief reported that the Board vacancy has been reported appropriately on the CCFRPD website, in the Calaveras Enterprise newspaper, local physical postings, and notice at the County Elections office. Applications for the position are due by Friday, January 7, 2022. Review of any applications and appointment of a new board member will be made by the Board at the January 13, 2022 meeting. The timeline and process meets the legal requirements for appointing normally elected officials.

Director Overacker noted that the appointment of new directors had been done in closed session

in the past. Chief Wennhold informed the Board that the Brown Act prohibits that from being done and that appointments must now be made in public session.

Diane Lloyd asked if Chief if he had obtained the Board 'term of service' information, he responded that since two of the current Board seats were filled by appointment all five director positions will be subject to election this coming November. He explained in the event if the number of applications for Board seats is equal to the number of seats available there would be no need for the election to be on the ballot and hence no election costs would be incurred.

d) Additional Department Org Number, County Auditor

Chief reported that the County Auditor is supposed to track special assessment funds separate from general property tax revenue and as a result a new, additional Department Org number is being created for CCFRPD by the County. Revenues from our special assessment will now be assigned to the new Org number allowing a more detailed financial record. The special assessment funds will be transferred from the new account into the operations accounts only by CCFRPD minute order or special resolution satisfying the tax code requirements and giving the District greater year by year tracking of revenues and expenses. Director Meitrott-Tyler asked if this action would require a current vote, Chief stated he was presenting the information tonight, when the County has the program ready we will have a Board agenda item to consider and vote on.

e) JPA Request, Funding for Beathing Support Unit

The JPA has an opportunity to buy a breathing support apparatus. Director Meitrott-Tyler sent out details to the Board in advance of this meeting. She explained that San Andreas Fire Department will house, maintain and otherwise manage the equipment. The shared purchase sum under consideration for CCFRPD is approximately \$17,000. There is currently only one mobile refill station for the whole county mounted on an aging truck chassis and the unit is dispatched on all structure fires across the county. Director Cook stated his opinion that the maintenance of the apparatus should be a shared aspect after such an acquisition and that the device is definitely necessary on structure fires. Director Overacker asked if this was a need for the District, Chief stated the mobile unit has been invaluable for all districts and if we were to start this on our own we'd have to spend approx. \$160,000 total on a new unit. Two equipment proposals were obtained with a preference to a trailer that has all functions inside. This has come up now due the increasing difficulty to find parts for the current mobile compressor and the age of the 1985 Ford. It was suggested that several people from each fire department should be trained on its operation so all agencies can be more self-sufficient. Towing the trailer to a fire will not require special DMV license but will need a $\frac{3}{4}$ truck to tow. The unit and a truck would be available at the San Andreas fire station but any department could respond and pick with their own pick-up. Chief stated the \$17,000 expenditure could come out of current CCFRPD reserves. Related to funds, DC Tedder has been working diligently to track and recover all strike team monies owed to us with approximately \$568,000 *still* due from the CalFire and OES. All of our responding staff have already been paid their wages and most of the equipment repairs from mutual aid calls have been made but reimbursements to many local departments' funds have been extremely slow this year. The bottom line is we do have the funds available to support the request. Director Clark asked if the JPA was fully onboard with the acquisition and Director Meitrott-Tyler confirmed all members are being polled and so far all are supportive, this the request to us for our operational and financial support. Director Cook expressed his concern that the JPA could decide otherwise even if we support. Director Overacker cautioned based on his experience with a similar unit, if a mobile light tower was mounted on the trailer other safety agencies could procure the trailer and it would not be available for fire department use. On the question of which one of the trailer configurations would be best Director Cook felt that

selecting the unit with inside operations would better protect the equipment and the people using it. With both equipment quotes being close in dollar amounts Chief suggested the Board simply consider an “amount not to exceed” of \$18,000 as CCFRPD’s level of participation in the JPA project.

MOTION, approve CCFRPD’s participation in the purchase of a breathing support apparatus as outlined by the JPA for an amount not to exceed \$18,000 (Eighteen Thousand Dollars) -

Motion by - Director Meitrott-Tyler, 2nd - Director Clark

Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 0 - **Motion carried**

6) Chief’s Department Report:

- Admin report –
 - a) Although the public records request was responded to, Transparent California requested the information once again asking for further details, this too has been addressed appropriately.
 - b) Equipment title/registration issues with the DMV are all being pursued by Diane along with an update of rolling apparatus inventory.
 - c) The department is hoping to have an appreciation meeting/dinner for members and their families sometime in March or April.
- Operations –
 - a) Calls year to date total 552 versus last year’s total of 488. Director Cook asked if there was a way to break out the percentage of medical calls vs fire calls. Captain Tedder stated that he could prepare this information for the next Board meeting.
 - b) Director Meitrott-Tyler mentioned hearing much positive feedback regarding the EMR/1sr Responder classes being taught by Lt. Tedder, also noting that half the attendees are from CCFRPD and half from other districts.
 - c) Director Clark expanded on the resolution of the IT and phone issues indicating that part of the problem was due to two conflicting routers that had been set up. Chief thanked Director Clark for all his work and progress with improvements.
- Equipment –
 - a) Further details regarding the cost of the WT121 repairs were provided, the transmission rebuild will likely total out at around \$9,000.
 - b) The fuel supply issues with E123 were addressed. It was noted that the apparatus has more than 100,000 miles on it and in the worst case, it could need a new motor at an estimated cost of around \$15,000. This is preferable to spending \$500,000 on a new apparatus or \$150,000 on a used one. Engineer Carpenter explained that the current problems could turn out to be a simple fix but that he wouldn’t know until next month after further work. Chief Wennhold recommended that Cummins be the manufacturer of choice for a replacement motor. Director Overacker suggested that a special meeting be set up for further discussion.

7) Payment of Bills/Claim Transmittals:

Copies of all the bill transmittals were provided in the Board information packets;

Motion to approve all transmittals for payment – Director Overacker, 2nd - Director Meitrott-Tyler

Ayes: 4 - Nays: 0, - Abstain: 0, - Absent: 0, **Motion carried**

8) Director's Comments:

Director Overacker stated that on the Director Contact Info/Roster, his phone number needed to be Corrected, Chief will correct. He also announced that when his term on the Board expires he isn't interested in being re-elected. He has been on the Board for a number of years and seen the good with the no-so-good and felt it is time to get fresher faces and ideas and is confident the District is on the right path with good people. Director Meitrott-Tyler presented an update regarding the sales tax ballot measure reporting that efforts have so far been producing positive results. Director Cook mentioned his own involvement with the sales tax issue, stating that two half-hour shows had been produced for community TV that illustrated the costs of operations and training as well as why our county needs to support the network of fire districts in our communities. He noted all that the shows are available on Channels 7 and 9, as well as on YouTube and distributed copies of the URL to use in order to view the shows. Director Clark mentioned his continuing support and involvement in the communications and internet challenges encountered by CCFRPD. He stated we continue to make improvements and if anyone has a problem with access or service please contact him. He also expressed his sincere wishes for all to enjoy a Merry Christmas and very happy holiday.

9) Closed Session: There was no closed session.

10) Adjourn:

Motion to adjourn at 7:46 P.M. – Director Overacker, 2nd - Director Clark

Ayes: 4, - Nays: 0, - Abstain: 0, - Absent: 0, - **Motion carried**

Next regular meeting scheduled for January 13th at 6:00 P.M.

Respectfully submitted,
Diane Lloyd
CCFRPD Staff

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Bill Wennhold
Fire Chief



Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245
6:00 P.M. Thursday, November 11, 2021

1) Call to Order:

The meeting was called to order at 6:01 p.m. Present were Directors Cook, Overacker, Meitrott-Tyler, and Clark, Director Mills was absent. Others in attendance were Chief Wennhold, Lt. Tedder, Lt. Williams, Debbie Miller, Engr. Carpenter, Diane Lloyd, Max Curtis, Keeley Carpenter, and FF Brayden Stevens.

2) Public Comments:

Max Curtis of ERLSHOA indicated that all instructors were available and ready to go for the Wildland Fire Assessment Training Class to be held in mid-November. He stated that 29 people had signed up for the class. He reported that the Central Calaveras Firefighters' Association had decided not to charge the class participants for the lunches that CCFA will be providing for the two-day event and that the Association would also pay the \$70 for rental of the venue. A donation jar to help offset CCFA's cost will also be available at the training.

3) Correspondence:

Director Meitrott-Tyler noted that she had received a communication from Director Mills on November 1, 2021. In the communication, Director Mills tendered his resignation from the Board of Central Calaveras Fire & Rescue Protection District effective December 1, 2021 due to changing personal commitments. Chief agreed to follow up by posting the Board vacancy as appropriate and get information on the remaining term of service.

4) Approval of October 14, 2021, meeting minutes:

Debbie Miller stated that the minutes showed her as in attendance at the October 14, 2021 meeting, when in fact, she did not attend. Director Meitrott-Tyler pointed out a typo in Section 4), correcting it to El Rancho Loma Serena.

MOTION, approve the minutes of October 14, 2021, as corrected –

Motion by - Director Meitrott-Tyler, 2nd - Director Clark Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 -

Motion carried

5) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

Chief reported that R. A. Pargett Construction has completed all items indicated on the contract although other tasks still need to be completed including some fittings, installation of a water level gauge, etc. There was discussion concerning whether the lining of the tank was attached to

the inside of the tank or not. Captain Tedder had opened the tank and found the liner and determined that there was no reason to remove the liner. Chief had also spoken to Ron Pargett, asking for a bid encompassing the final scope of the work including minor work for the fire hydrant. Chief will write up an RFP and get to Ron for his comment or acceptance. Director Cook stated that there was no open outlet for the bottom of the tank. Discussion continued regarding the method of filling the tank. Director Clark indicated the importance of a final completion date of all tasks. Director Overacker questioned whether there was a need for even more water and proposed that CCFRPD ask the El Rancho Loma Serena Homeowners' Association for another plastic tank. Chief illustrated the general layout of the tank setup, showing the difficulties of a second tank's placement. Director Meitrott-Tyler suggested CCFRPD approach the President of ERLSHOA to ask about putting more gravel on the surrounding hydrant. It was also clarified this is static water tank without its own resupply, the department will need arrange for refill after use.

2) Mountain Ranch Tank Replacement

Chief reported that the training exercises went well and there is now additional water in the Senders pond as result of our efforts and the recent rains. The redwood of the tank is still very wet and must dry before disassembly in the first week of December, the new tank is to be delivered during the 2nd or 3rd week of December. Captain Tedder had reported that 70,000 gallons of water are available to fill apparatus at the Senders Truss facility. There has been a lot of progress but the timeline could possibly be changed due to weather conditions.

b) Surplus Equipment, Ford Explorer

Chief stated that the vehicle returned by Deputy Fire Chief Stone was now being used by Lt. Williams. He informed the Board that CCFRPD is the 3rd or 4th owner of the Ford Explorer that Lt. Williams was driving and it is displaying multiple issues including a weak transmission. Full repairs would likely exceed the resale value and he requested the Board consider reclassifying it as surplus equipment and then selling it.

MOTION, to reclassify the Ford Explorer as surplus equipment for ultimate sale -

Motion by - Director Overacker, 2nd – Director Meitrott-Tyler

Ayes: 4, - Nays: 0, - Abstain: 0, - Absent: 1, - **Motion carried**

6) Chief's Department Report:

- Admin report –
Chief will be contacting Blomberg Associates to start work on the 2020/2021 audit along other mandatory reporting. He will confirm at that time what needs the auditors may have in order to submit the SCO FTR and annual Public Payroll Data.
- Operations –
Fire Academy classes will begin in December, it was noted that continuing education credit may now be available due to the department being a recognized provider
CCFA was asked to help fund the purchase of inclement weather gear. The Association approved support of \$900 for the purchase.
Calls year to date total 511 versus last year's total of 488.
7 of the departments' AEDS require new defib pads and some batteries, Captain Tedder is sourcing the supplies but the older items are getting harder to find and more expensive, the ambulance would restock some items that are used but due to our equipment age some items are no longer compatible. Captain Tedder is researching the cost of newer AEDs and the use of grant funds to start replacements.
- Equipment –

E121 water tank leak repairs have been delayed due to the lack of availability of the one certified mechanic qualified to complete the repairs. The appointment for the repairs is now delayed until the first week of January. Engr. Carpenter stated that the repairs are all still probably covered by the initial warranty.

Regarding the disposition of E323, Greenville Fire stated today that they want it. We are selling the rig to them for \$1. Chief Orange of Greenville was cautioned that the rig is slow. CSFA will be donating Self-Contained Breathing Apparatus. There will be other various types of donated equipment that will be loaded onto the rig for its journey to Greenville.

- **Miscellaneous –**

Director Overacker inquired as to the nature of the recent shootings that have occurred in our district, such as “how do we respond?” Chief noted that dispatch as well as ambulance and CalFire have been trending to sloppy notifications. He stated that we are often being sent to West Point with no text message details, he has brought this up at the Fire Chiefs’ Association meetings. He informed the Board that the County has signed a multi-year contract with CDF but the fire districts are now getting more input on the contract terms and services. It was questioned as to whether the County could do it themselves but it is too costly for the County to consider. Director Overacker mentioned that the JPA could help with pressing for solutions. There followed much discussion as to the source of the problem. It was concluded that the problem could be endemic to district relations with CalFire.

7) Payment of Bills/Claim Transmittals:

Chief called the Board’s attention to the fact that our liability insurance has increased by over 290%. He reported that he had called the insurance agency seeking a reason for the huge increase in costs. They stated that the industry has underinsured California over the years and now the fire risk rating scale has been drastically revised. Out of a risk factor of 100, CCFRPD is at a score of 94. If there was any good news it is the District’s policy is renewed while many other Californians are seeing their coverages cancelled. The agency agreed to split the annual billing into two installments with the second installment not coming due until 2022.

Motion to approve all transmittals for payment – Director Overacker, -
2nd Director Clark, Ayes: 4 - Nays: 0, - Abstain: 0, - Absent: 1, **Motion carried**

8) Director’s Comments:

Director Meitrott-Tyler updated the Board re: communications with the JPA. She reiterated the need for 200 signatures per week in order to put the sales tax increase onto the 2022 ballot. She also reported that she had two meeting with Chief and Director Clark regarding the CCFRPD website. Regarding the policy manual revision she has a meeting scheduled next week with Lt. Cleland. Lt. Tedder asked to be included in the Policies and Procedures Manual review. Director Meitrott-Tyler indicated that she would keep him notified of when the PPM workgroup would next be working together.

Director Clark acknowledged Veterans Day and expressed his gratitude to all first responders for their service.

9) Closed Session: There was no closed session.

10) Adjourn:

Motion to adjourn at 7:21 P.M. – by Director Overacker, - 2nd Director Clark

Ayes: 4, - Nays: 0, - Abstain: 0, - Absent: 1, - **Motion carried**

Next regular meeting scheduled for December 9th at 6:00 P.M.

Respectfully submitted,
Diane Lloyd, CCFRPD Staff

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Bill Wennhold
Fire Chief



Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, October 14, 2021

1) Call to Order:

The meeting was called to order at 6:06 p.m. Present were Directors Cook, Overacker, Meitrott-Tyler, and Clark, Director Mills was absent. Others in attendance were Chief Wennhold, Captain Tedder, Lt. Williams, Retired Chief Stone, Engr. Carpenter, Diane Lloyd, Max Curtis, Chris Laddish, and Casey Anderson.

2) Public Comments:

Max Curtis of ERLSHOA provided details on the upcoming Wildland Fire Assessment Training Class to be held in mid-November, he stated that 25 people had signed up for the class with a couple openings remaining. Interested fire safety volunteers should contact Max.

3) Correspondence:

An email was received from Chris and Tim Laddish re: placing a Fire Prevention item on the agenda.

4) Approval of September 9, 2021 meeting minutes:

Corrections noted by Director Meitrott-Tyler were to 2) Public Comments, adding specific location information of the new water tank as El Rancho Loma Sierra. Clarification was made to 5b) Final Budget, Fiscal 2021/2022, noting that the last sentence should state that he (Director Cook) and Director Clark were the individuals who examined the numbers. The final correction was to indicate in 6) Chief's Department Report, bulleted item • Equipment – a) WT121's transmission is being "rebuilt", not "replaced". **MOTION, approve the minutes of September 2, 2021, with corrections** – Director Meitrott-Tyler, 2nd - Director Clark - Ayes: 4 - Nays: 0 - Abstain: 0 - Absent: 1 - **Motion carried**

5) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

Chief Wennhold reported that per Cisco Fire Equipment in Copperopolis both fire hydrants are operable. Chief Wennhold spoke to Ron Pargett who told him that foundation work would begin on Friday, October 15, 2021 with completion targeted for the end of the following week.

2) Mountain Ranch Tank Replacement

Captain Tedder reported that the November 1st target date is still a go. As to nearby water sources during the construction period he said that the nearby pond is low but can be used and Senders has agreed to access to their 70,000 gallons of water at their framing complex if there is a need. Director Overacker asked what recourse we had if there were problems with the old tank foundation. Chief reported that if extra work was involved there is a budget contingency and

Captain Tedder has contact names for additional help. We won't know the condition and needs of the foundation until the old tank is removed

b) Resolution 2021-10-01, Firewise Project, Sheep Ranch Vol. Fire Co.

Guest Chris Laddish mentioned that the resolution needed to be corrected to reflect that the Firewise Project was instead proposed by the Sheep Ranch Firewise Committee. She detailed the project is to restore and improve the fire fuels break that were put around Sheep Ranch during the Butte Fire. The Firewise Committee needs CCFRPD to be noted as a supporter and sponsor of a firewise grant. Chief commented that according to the Calaveras County Board of Supervisors' meeting on October 12, 2021, approval had been granted for CCWD and the County to proceed with a new 140,000 gallon tank at the existing Sheep Ranch CCWD site. This is separate from the firewise improvements. **MOTION - to support 2021-10-01 with the Sheep Ranch Firewise Committee applicant amendment. Motion by - Director Meitrott-Tyler, - 2nd - Director Clark, - Ayes: 4, - Nays: 0, -Abstain: 0, - Absent: 1, - Motion carried**

6) Chief's Department Report:

- Admin report – a spreadsheet was provided detailing OES/CDF reimbursements. It was also noted that all bills are up to date. Chief cautioned that the 2021/2022 Parcel Assessment data projecting \$176,000 in addition to property tax revenue is still too low to cover all the routine expenses of the district. Significant modification of the original assessment fee or the success of a county-wide sales tax initiative for fire and life safety are the best long-term solutions
- Operations –
 - a) In-person training has resumed under the management of Training Officer Chris Tedder
 - b) Although needed staff has returned from leave of absence, the loss of another long-term staffer challenges the daily shift staffing needs
 - d) Last year's calls totaled 488, year to date we have had 452 calls
 - e) A correction needed to be made to previous minutes regarding the relocation of the old conex shed, it is moving to Sta. 2. A paving company expressed interest in re-surfacing the parking lot, once the shed is moved we will contact for a quote
- Equipment –
 - a) The cost of WT121 repairs will still come in at a cost of approximately \$10,000
 - d) Chief has contacted the CSFA surplus program manager as liaison for the Greenville Fire District, he is still working on details. If they decline we will proceed with other options
- Miscellaneous –

A review of the policy and procedure manual will proceed with Director Meitrott-Tyler and staff member Ron Cleland starting the review. They will both need access to the CCF Dashboard Administrative site. Director Meitrott-Tyler and Chief and webmaster Mike Burns will be meeting the week of October 18th to discuss redesigning/updating the website. Director Meitrott-Tyler mentioned that she had spoken to Mike Burns about prior work Terry Stone had provided

7) Payment of Bills/Claim Transmittals:

Chief asked the Board if they were satisfied with current signature process or if we should look at renewing the DocuSign program, consensus was the process is working for now. Transmittals submitted for full Board approval tonight were signed by Directors Cook and Overacker. **Motion to approve all transmittals for payment** – Director Clark, - 2nd Director Overacker, Ayes: 4 - Nays: 0, - Abstain: 0, - Absent: 1, **Motion carried**

8) Director's Comments:

Director Meitrott-Tyler updated the Board on the JPA's county-wide sales tax project. She noted she made a personal donation to help fund the project and challenged the other board members to match her donation. She stated early conversations with several BOS members indicated their support for a County-wide tax measure. There were JPA discussions regarding the T.O.T and safety fund allocations this year, the group is pursuing getting a standard on paper so there aren't different interpretations each year. Chief noted additional discussions on the aging and conditions of the water tenders that were purchased years ago with county funds, there isn't a clear process or funding stream to replace but the JPA would like to see 10 new units for all the districts' built on a common specification.

It was noted up that Calaveras Consolidated had put together a district fact sheet that was useful in educating the residents of the county with the facts surrounding their fire district, the example of the fact sheet was shared with the Board for consideration.

Director Clark reported that his discussions with Chief regarding internet/communications needs were disrupted by calls but that he would make himself available for continuing the assessment, Chief suggested maybe the following week.

9) Closed Session: There was no closed session

10) Adjourn:

Motion to adjourn at 7:24 P.M. – by Director Overacker, - 2nd Director Clark

Ayes: 4, - Nays: 0, - Abstain: 0, - Absent: 1, - **Motion carried**

Next regular meeting scheduled for November 11th at 6:00 P.M.

Respectfully submitted,
Diane Lloyd
CCFRPD Staff

Central Calaveras Fire & Rescue Protection District

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Bill Wennhold
Fire Chief



Minutes

(as corrected at the Board meeting of 10/14/2021)

REGULAR MEETING

BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, September 9, 2021

1) Call to Order:

The meeting was called to order at 6:02 P.M. Present were Directors Cook, Overacker, Meitrott-Tyler, and Mills. Director Clark was excused. Others in attendance were Chief Wennhold, Captain Marty Tedder, Lt. Lee Williams, Debbie Miller, Ryan Carpenter, Mark Gonzalez, Nadine Becerra Diane Lloyd, Keeley Carpenter, Doug Baird, and Ray Tyler.

2) Public Comments:

Doug Baird commented on the process of installing the new water tank *(clarified to note tank at the EL Rancho Loma Serena subdivision)*

3) Correspondence:

Chief Wennhold stated that the district had received an invitation to attend a conference for Board Secretaries to be held in Anaheim in October, in case anyone was interested.

4) Approval of August 12, 2021 meeting minutes:

A correction to the list of attendees at the August 12 meeting was noted, as Alane Alchorn had not been included on the list initially. This correction has been noted and effected. No other corrections were offered.

MOTION to approve the minutes of August 12, 2021, with corrections -- Director Overacker

2nd - Director Meitrott-Tyler

Ayes: 4

Nays: 0

Abstain: 0

Absent: 1

Motion carried

5) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

Director Cook reported that the forms are in but that the concrete pour had continued to be delayed due to the lack of drivers available. Chief Wennhold had spoken to Ron Pargett, the contractor, who assured him that delivery was scheduled for Saturday, September 11th, at 7:00 a.m. Chief has continued to reach out to both CPUD and CCWD but their administrative offices have been closed. He has left messages with each entity.

Doug Baird asked for an estimate to date of the next stage of the work. Director Cook explained about the October 31st deadline.

O-ring seals will need to be sourced for the hydrant.

2) Mountain Ranch Tank Replacement

Captain Tedder reported that the permit is ready and the tank is built, awaiting delivery. Before demolishing the old tank, there must be a 2 week notice and Captain Tedder recommended the target date be set at November 1st. He reminded everyone that the biggest exposure during this time frame is Sender's, as there would be no water for 2 weeks. He mentioned that we will need the contractor to tie the existing plumbing into the tank.

Director Mills ask that the date be confirmed. After some discussion, it was agreed that November 1 is most doable. Captain Tedder will notify Sender's of the timing.

There followed some discussion as to the feasibility of using residential water, however no conclusion was reached.

At 6:21 p.m., Lt. Williams and Ryan Carpenter left on a support call.

b) Final Budget, Fiscal 2021/2022

Chief Wennhold went over the highlights of the new budget as well as noting last year's results. Last year, revenues of approximately \$1,026,000 and expenses of approximately \$943,000 resulted in a net of over \$83,000 that went into the bank. Around \$400,000 was spent on wages and another \$100,000 in equipment repairs, fuel, and incidentals. He stated that CCFRPD is currently in the black and is on track to continue that trend this year.

The numbers shown in blue have been confirmed as accurate by the County Administrative Office.

Director Mills asked if the Finance Committee had reviewed the proposed budget. Director Cook indicated that yes, he and Director (*Clark*) examined the numbers and are both confident in their accuracy.

MOTION to accept the Final Budget, Fiscal 2021/2022 -- Director Overacker

2nd - Director Mills

Ayes: 4

Nays: 0

Abstain: 0

Absent: 1

Motion carried

c) Vacation Pay Disbursement

Chief Wennhold explained to the Board that he had had 190 hours of accrued vacation on the books. A recent fiscal emergency came up and cashing in some of his vacation hours was offered as an expedient solution. Upon further research, however, it was discovered that the CCFRPD policy manual (Policy 1142) prohibits this type of transaction. Even further review determined that the policy was over-restrictive and should be modified. Director Overacker suggested that the vacation pay policy be rewritten. Chief Wennhold stated that the transaction in question needed to be approved as an exception to the current policy.

MOTION to approve the disbursement of funds from Chief Wennhold's accumulated accrued vacation hours – Director Mills

2nd Director Overacker

Ayes: 4

Nays: 0

Abstain: 0

Absent: 1

Motion carried

Chief Wennhold then proposed that a thorough review of the entire policy manual be performed

and that the ideal approach would be for a Board member and a member of staff to work on the project together. Discussion followed as to the many different policies that various industries employ. Chief Wennhold is specifically looking for guidance from the Board regarding policy manual changes. Director Meitrott-Tyler would serve as the Board member on the policy manual revision project; Chief Wennhold will assign a staff member to the task force. He also noted that the current policy manual is on the dashboard of the CCFRPD website.

6) Chief's Department Report:

- Admin report – updates were provided re: the status of OES and PG&E reimbursement requests. All admin activities are currently running smoothly.
- Operations –
 - b) Chief Wennhold was pleased to report the return of a highly-regarded staff member from medical leave.
 - f) Details of recent strike team activity indicated a very busy month. Noted was the fact that although Strike Teams can stay out for up to 3 weeks, CCFRPD's policy is set at 2 weeks.

A break in the meeting was taken from 6:46 p.m. to 6:49 p.m.

- Equipment –
 - a) Re: the cost of WT121 repairs, it was noted that the transmission is being (*rebuilt*) at an approximate cost of \$10,000; the (*labor*) is being done by Ryan Carpenter and Rich Lokey.
 - c) CPT128 truck was recently repaired as well. This is the vehicle used by Captain Tedder.
 - d) Although there has been no interest yet regarding the disposition of E323, Director Cook stressed that we need to thoroughly investigate to see if we can sell it.
- Miscellaneous –
 - The shed will be moved to Station 3.
 - An email will be sent to all staff reiterating adherence to PPE guidelines.
 - Regarding vaccinations, CCFRPD has a very high compliance rate with COVID-related regulations. It was speculated that workmen's compensation insurance carriers could likely mandate the level of compliance required.
 - Chief Wennhold shared that someone had volunteered Director Meitrott-Tyler to spearhead redesigning/updating the CCFRP website, working with Mike Burns, our current webmaster. It was noted that the website has been more up to date in this past year but that it could benefit from a new look.

7) Payment of Bills/Claim Transmittals:

Directors Cook, Clark, and Overacker had signed transmittals over the last month with copies presented tonight for full Board review/comment/approval.

Motion to approve transmittals for payments – Director Mills

2nd Director Meitrott-Tyler

Ayes: 4

Nays: 0

Abstain: 0

Absent: 1

Motion carried

8) Director's Comments:

Director Meitrott-Tyler reminded all of the upcoming JPA meeting on September 22nd.

Chief Wennhold distributed the final audit reports to each Board member. He indicated that the Calaveras County Auditor/Controller is already in receipt of their copy. One copy was given to Diane Lloyd to mail out to the State Controller's Office.

9) Closed Session: Pursuant to Govt Code 54957 (Personnel – as needed)

10) Adjourn:

Motion to adjourn at 7:38 P.M. – Director Mills

2nd Director Meitrott-Tyler

Ayes: 4

Nays: 0

Abstain: 0

Absent: 1

Motion carried

Respectfully submitted,
Diane Lloyd
Staff, CCFRPD

Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

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Bill Wennhold
Fire Chief



Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, August 12, 2021

1) Call to Order:

The meeting was called to order at 6:02 P.M by President Cook. Present were Directors Clark, Cook, Meitrott-Tyler, Mills, Overacker, and Chief Wennhold. Also present were Ryan Carpenter, Lee Williams, Max Curtis, Debbie Miller, and Casey Anderson.

- 2) Public Comments: Max Curtis reported the ERLS HOA is working to re-schedule the FireWise class that was started pre-COVID. The new target dates are November 13-14-15 and they have reserved the town community club building. Previously there were 29 enrolled and all will be notified of the restart date. The Central Firefighters Assn is willing to pay for the \$15 lunch for department members. Chief asked Max to get information to him so it could be posted on the district website. The instructor can handle up to 35 students, if there are less signed up from the prior groups, invitations can go out other agencies. Debbie Miller displayed a re-usable shopping bag with the fire emblem that the association will be promoting at the car show. They are asking \$20 for the bag.

3) Correspondence:

President Cook read two thank you letters; one from Mark Gonzales thanking the department for the support during his illness and the second to Joanna from the Mtn Ranch Youth Alliance thanking her for their inclusion and support with the 2021 community grant.

4) Approval of the July 8, 2021 meeting minutes:

Discussion under Item 5c Debbie Miller was noted as a staff member as opposed to a volunteer. It was agreed to amend the minutes to remove the term staff member. ***MOTION by Director Clark to approve the minutes of July 8, 2021, with correction, 2nd by Director Overacker. Ayes -5, Nay -0, Abstain -0, Absent -0. Motion carried***

5) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

President Cook reported on recent conversation with Ron Pargett that the forms were set and Ron was waiting on a delivery date for concrete. Director Meitrott-Tyler asked if Ron was aware and agreed to the construction timetable, President Cook affirmed that he aware of the contract timetable.

2) Mountain Ranch Tank Replacement

Chief informed the Board that Captain Tedder would be unable to offer his report tonight but engineered plans have been submitted to the Building Dept. Funds were sent to Fluid Solutions and their construction should be in progress. It was agreed that physical replacement shouldn't start until the seasonal fire threat has improved.

3) Sheep Ranch Water Tank

Nothing to report from DC Stone or Tim Laddish. The project is really to be fully managed by CCWD until we are contacted about hydrant placement

b) 1) Ballistic Vest Policy

Chief presented a draft policy based staff input and other department policies. He held an initial training orientation with staff to gauge their comprehension. Director Meitrott-Tyler noted the policy seemed sensible and reasonable. Director Mills noted he agreed with the content but noted on one section a “Treat Response” should actually be a “Threat Response. With that change the policy will be put in place with the next steps being training all response staff and finding an appropriate location on the apparatus.

6) Chief’s Department Report:

Chief presented his written report of activities; the department continues to track eligible funded calls and submit documents to CALFire and OEs for reimbursements. Last year’s calls generated approx. \$402,000 in District revenue. This fire season has been active already but the equipment is holding up so far. Staffing is a greater challenge this year with our fewer trained members. With new concerns about COVID, staff have been reminded about PPE use and personal safety on all EMS calls. There has also been discussion about infection prevention safety on strike team assignments. Chief has not been able to pursue finding a new home for E323 yet, he will continue work on it. Directors Clark and Metroitt-Tyler completed paperwork to be added to the Umpqua checking account for payroll.

7) Payment of Bills/Claim Transmittals:

The Board reviewed the monthly bills as listed in their information packet, it was noted some of the submitted transmittal copies had only one board signature leading to confusion which ones had been fully submitted, Chief will address that future copies will reflect the completed forms. It was reported that significant funds had to be transferred to the Umpqua payroll account as it had not been updated since April and recent strike team expenses were higher than normal payroll. ***MOTION BY DIRECTOR MILLS, 2ND BY DIRECTOR CLARK TO ACCEPT THE REPORTS AS PRESENTED AND APPROVE ALL BILLS. AYES – 5, NAYS – 0, ABSENT - 0, ABSTAIN – 0. MOTION CARRIED***

8) Director’s Comments:

Director Clark reported he may miss the September meeting due to family travels; Director Meitrott-Tyler reported on recent activities at the Fire JPA meeting- discussions about countywide public safety fees and means to replace or maintain the water tender fleet, DC Stone continues as the JPA president but he informed them of his hope to retire soon; Director Overacker extended his appreciation for the new board members getting actively involved and reported his pending travels out of the area from 8/13 thru 8/24.

9) Closed Session:

Pursuant to Govt Code 54957 (Personnel – as needed) There was no closed session.

10) Adjourn:

Motion by Director Mills, 2nd by Director Clark adjourn at 7:17 P.M. Ayes: - 5, Nays: - 0, Abstain: - 0, Absent: - 0 Motion carried

Respectfully submitted:

Director Sandy Meitrott-Tyler

Chief Wennhold

Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

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Bill Wennhold
Fire Chief



Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, July 8, 2021

1) Call to Order:

The meeting was called to order at 6:05 P.M by President Cook. Present were Directors Clark, Cook, Meitrott-Tyler, and Mills, Director Overacker was excused. Staff present were Chief Wennhold, Deputy Chief Stone, Lt. Chris Tedder, Debbie Miller, Ryan Carpenter, Braden Stevens, and Diane Lloyd. Guests included: Casey Anderson, Jenoy Chenowith, Steve Redmond, and Firefighter Ray Tyler.

2) Public Comments: There were no public comments.

3) Correspondence:

a) Status of Letter to Auditor Blomberg

Chief Wennhold stated that the audit response letter to Mr. Blomberg has been sent and received by Mr., Blomberg's office. The Final Audit Report will be sent by Blomberg to the State Controller's office. A copy of the report will be submitted by CCFRPD to the County Auditor/Controller's office.

b) A hard copy of the proposed contract has been received from Ron Pargett Construction, copies of which were distributed to the Board in the meeting packet. Chief Wennhold noted that a separate invoice for \$1,500.00 had been received from Pargett for the removal of the old tank and that it had already been submitted for payment.

4) Approval of June 17, 2021 meeting minutes:

Director Mills directed everyone's attention to the last sentence of Item 3) Correspondence, a) Receipt of Applications, Discussion, and Appointment for (2) positions, Board of Directors, which had referenced CA Govt. Code 1107, The Doctrine of In-Compatible Offices. Director Mills said that this reference was made after the meeting and therefore should not have been a part of the contemporary Minutes of the meeting. This correction has been noted and effected. No other corrections were offered. **MOTION by Director Mills to approve the minutes of June 17, 2021, with corrections, 2nd by Director Meitrott-Tyler.** Ayes 4, Nay 0, Abstain 0, Absent 1 **Motion carried**

5) Regular Agenda, Action Items:

a) Community water projects

1) El Rancho Loma Serena Water Tank

The contract with Pargett has been received and is ready to submit to the County. Director Cook asked Deputy Fire Chief Stone to affirm that all is good with the terms, Stone indicated that the contract meets all County requirements. Director Meitrott-Tyler stated that there is still no

completion date indicated on the contract. Director Cook offered that this could be difficult, as the contractor and subcontractors are all busy and that the rebar and forms have been delayed. Further discussion resulted in Fire Chief Wennhold suggesting that the contract be signed with the addition of a set date for completion with various dates suggested. Director Meitrott-Tyler mentioned that Ron Pargett had offered to find another contractor, she stated that perhaps we should ask him to do so. Chief noted to everyone that the subcontractors are the hold-up and that it is up to Pargett as to whether he seeks another subcontractor for the job. Additionally, it was pointed out that the expiration date is for the proposal, not to have the work done. **MOTION by Director Meitrott-Tyler, 2nd by Director Clark - to approve the Pargett contract with an October 29, 2021 completion date - Ayes: 4, Nays: 0, Abstain: 0, Absent: 1 - Motion carried**

2) Mountain Ranch Tank Replacement

Fire Chief Wennhold informed the Board that Captain Tedder would be unable to offer his report tonight. Drawings have been submitted to the County Planning Department for approval. A check is on the way to Fluid Solutions for the tank. Delivery and staging will be set up at Sender's construction yard by section. In the next sixty (60) to ninety (90) days, pieces of the tank should be arriving. A date needs to be set four (4) to six (6) weeks in advance, perhaps this coming fall, for the disposal of the existing 150,000 gallon tank.

3) Sheep Ranch Water Tank

Deputy Fire Chief Stone stated that CCFRPD is not really a participant in this process, although Calaveras County Water Department (CCWD) would contact CCFRPD regarding the location of the hydrants, etc. Director Cook noted that the response would be slow.

b) Appointment of Board Treasurer and JPA representative

President Cook recommended Director Clark for Board Treasurer and Director Meitrott-Tyler as the JPA representative, both agreed. **MOTION by Director Mills, 2nd by Director Meitrott-Tyler to approve Director Clark as Board Treasurer and Meitrott-Tyler JPA rep. --**

Ayes: 4, Nays: 0, Abstain: 0, Absent: 1 - **Motion carried**

c) Surplus equipment, Engine 323, wood splitter

Chief reported that the used CDF rig had originally looked good but it has turned out to be subpar and appears to need additional transmission repairs/replacement. Rich Lochee, the JPA recommended mechanic, reviewed the unit and condition and recommended not to attempt further repairs as any parts are scarce and expensive. The unit was surplus by CALFire because their opinion was the same. Chief recommended the engine be considered surplus and either be submitted to the surplus auction program or offered to another fire department.

There are several CCFRPD staff who have expressed an interest in acquiring the wood splitter. Deputy Fire Chief Stone stated that CCFRPD probably cannot offer the equipment only to employees and may have to sell it publicly. Suggestions were made to place an ad in the Calaveras Enterprise or local Buy 'n' Sell. It was suggested and agreed to take it to the upcoming car show in Mountain Ranch where it could be offered as a "silent auction" type of item.

MOTION by Director Mills, 2nd by Director Clark to approve Chief Wennhold to be in charge of the disposition of the surplus equipment – Ayes: 4, Nays: 0, Abstain: 0, Absent: 1
Motion carried

6) Chief's Department Report:

- Admin report –

Chief Wennhold presented the written summary of monthly activities and stressed that without the diligence of Joanna Tedder on the 2020 OES/Strike Teams the near full payments would not have been realized. He is working on projects' reimbursement requests to the county administration for PG & E funding, the amount will be between \$125,000 and \$175,00 for expenses approved and paid to date. Once the Mountain Ranch tank replacement is complete the full bill will also be submitted.

- Operations –

The department was notified by the Sheriff's Office that the community services functions in the building in the Mountain Ranch resource building will be closing. There was some discussion as to the reasons for the closing of the building but actions were being taken outside of the fire department's scope. The CCSO suggested moving the various pieces of furniture, etc. to a new location at the Rail Road Flat school. The Rail Road Flat community should be surveyed to see if they see a need for a fire department substation. Director Cook asked Debbie Miller, due to her involvement with the center, to visit building and identify the items that will need to be relocated. Chief reported the receipt of (4) ballistic body armor vests from county homeland security funds. Based on his fire experiences Director Mills was concerned that there needed to policy and training before they would be deployed. **MOTION by Director Mills, 2nd Director Meitrott-Tyler - Chief to develop written standard protocols regarding the deployment of the body armor on calls.** – Ayes: 4, Nays: 0, Abstain: 0, Absent: 1 - **Motion carried**

- Equipment –

- a) WT121 is currently in Butte County.

- b) WT124 has low engine power issue, is not in service and is being assessed

Fire Chief Wennhold reported that eighty-one Type 6 engines were ordered by State OES three (3) years ago, one of which has been allocated to CCFRPD. The engine is now complete and Murphys Fire District has already picked up one of the engines. The pros of obtaining one of the Type 6 engines is that staff would gain experience with the equipment, be paid a good wage by OES, and may be called more by OES. The cons are that the State will only pay for staffing, not the equipment maintenance and the District would need to sign a contract to get to agree to take the engine, however there are many conditions including required housing, minimum staffing, restrictions on regular use, and vehicle maintenance. The engine comes fully stocked with fire and rescue equipment but the equipment can't be moved or additional equipment installed without State permissions. Director Cook explained the problems that would arise with covering staffing needs as well as engine operations money that would come out of regular District funds, it is his opinion that this is not a good move for the District at this time. Deputy Chief Stone was involved when the program was started 3 years ago but agreed that department conditions have changed since then and it would be a challenge to agree to the contract today. Chief Wennhold stated after his review of the contract terms he also does not recommend contracting at this time. Director Cook noted that since no action was taken to sign an agreement there was no motion needed by the Board.

7) Payment of Bills/Claim Transmittals:

Directors Cook and Clark had dual signed transmittals over the last month with copies presented tonight for full Board review/comment/approval. **Motion by Director Mills, 2nd by Director Meitrott - To approve all transmittals for payment** – Ayes: 4, Nays: 0, Abstain: 0, Absent: 1
Motion carried

8) Director's Comments: There were no directors comments.

- 9) Closed Session: Pursuant to Govt Code 54957 (Personnel – as needed) There was no closed session.
- 10) Adjourn:
Motion by Director Mills, 2nd by Director Clark adjourn at 7:34 P.M. – Ayes: 4,
Nays: 0, Abstain: 0, Absent: 1 **Motion carried**

Respectfully submitted,
Diane Lloyd
Staff, CCFRPD

Central Calaveras Fire & Rescue Protection District

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Bill Wennhold
Fire Chief



Minutes REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday, June 17, 2021

1) Call to Order:

The meeting was called to order at 6:00 P.M. Present were Directors Cook, Mills, and Overacker. Staff present were Chief Wennhold, Deputy Chief Stone, Captain Marty Tedder, Lt. Chris Tedder, Debbie Miller, Lee Williams, Ryan Carpenter, Keeley Carpenter, Braden Stevens, Diane Lloyd. Guests included: Bryan Clark, Steven Redmond, Amy Roggow, and Association Members Ray Tyler, Sandy Tyler, and Max Curtis.

2) Public Comments:

- a) Max Curtis asked if the department was still going to provide wildland fire safety training. The training will be continued with the coordination of dates and times by Captain Tedder.
- b) Bryan Clark expressed his appreciation for CCFRPD.

3) Correspondence:

a) Receipt of Applications, Discussion, and Appointment for (2) positions, Board of Directors.

Three applications have been received for the two open positions on the Board. The three applicants are Debbie Miller, Sandy Meitrott-Tyler, and Bryan Clark. Director Overacker noted that there had been no chance to interview the applicants, Chief reported that per Brown Act requirements the discussions must take place in open session. Each applicant was asked to give their work and educational background. All three reside in Mountain Ranch and all three experienced the Butte Fire. Mr. Clark is an armed services veteran and he runs a printing business in San Andreas. He also has an in-depth background in IT. He expressed that he was honored to have the opportunity to be a member of the Board. Mrs. Tyler also has a strong background in business with additional strengths in project management. As a resident of the District for over 20 years, she appreciates the value of the fire district and is grateful for the chance to give back to CCFRPD by becoming a Board member. Ms. Miller has extensive experience and historical knowledge of the District, having been with the District in several capacities and is currently an active volunteer. It was suggested that if chosen she would have to resign her department position.

Motion to appoint Mr. Clark and Mrs. Meitrott-Tyler: Director Mills, 2nd Director Overacker Ayes: 3 Nays: 0 Abstain: 0 **Motion carried**

The President of the Board welcomed the new board members and asked them to join the other directors at the conference table. Director Clark and Director Tyler then joined the meeting as Board members.

4) Approval of April 8 and May 13, 2021 meeting minutes:

Director Cook noted two corrections needed to the May 13, 2021 minutes. Item 6) Chief's department report mistakenly references Modesto instead of Keyes as the origin of the new engine; Item 8) Director's Comments states that funds were used to buy meals for strike teams, this is incorrect as the meals are purchased for in-district support. Director Tyler noted that in Item 2) Public Comment, clarification should be made regarding Jennifer Morris' role in the focus group as Ms. Morris is not spearheading the group but is working with the group.

MOTION to approve the minutes of April 8, 2021: Director Overacker, 2nd - Director Meitrott-Tyler Ayes: 5 Nays: 0 Abstain: 0 **Motion carried**

MOTION to approve the minutes of May 13, 2021 with corrections: Director Overacker, 2nd - Director Clark Ayes: 5 Nays: 0 Abstain: 0 **Motion carried**

5) Regular Agenda, Action Items:

Community water projects

a) 1) El Rancho Loma Serena Water Tank

Director Cook stated that he had met with Ron Pargett and that the footings are still held up, no ETA on availability. Chief reported still no call back from CPUD on parts for the fire hydrants. It was noted that last month the District received a scope work agreement but it did not have project amount from Ron Pargett, hence there is no current signed construction agreement. The only contract that has been completed was the initial bid of \$1,500 to pick up and deliver the tank and hydrant to the construction site. Plumbing materials from Senders have already been bought and paid for by the District. Director Meitrott-Tyler requested, and Director Cook agreed, to contact Ron to get a completed project quote for both final costs and a completion timeline.

2) Mountain Ranch Tank Replacement

Captain Tedder indicated that the tank is in production and that engineering plans for a permit were submitted to the County today. In consultation it was agreed that due timing and fire season the project shouldn't be started until the fall. However, with the District now under contract, the materials price has been locked in and the tank is in the company construction schedule. Deputy Chief Stone gave an update that further discussions have been productive between CCWD and the County to fund and install an upgraded 140,000 gallon water tank at the existing CCWD site in Sheep Ranch to enhance fire protection. The County had initially proposed \$50,000 to the Sheep Ranch Vol. Co. for a smaller tank, CCWD offered to increase the tank capacity from 50,000 gallons to 140,000 gallons but the project cost would increase to \$130,000 with CCWD being the project manager. From recent discussions Supervisor Garamendi agreed to champion for the County to fund the price increase of \$80,000 to have the County now fully fund the cost. As proposed the tank will be connected to dedicated fire hydrant at the storage site with CCWD and fire department access only. It will have the appropriate hydrant connections and markings when complete.

b) Amended Response to Grand Jury Report

Director Cook noted that he read the revised response, signed the document, and submitted for mailing. It was mailed via certified letter and the department has received the receipt for delivery of the registered letter indicating the Superior Court has received it. Chief stated that he will get with Mike Burns (webmaster) to put all documents on the website including the letter from County Counsel so that it is clear to readers why the District had to respond twice. Director

Overacker asked about the news of the dismissal of the current Calaveras County Grand Jury and wondered if it in any way affected our interaction with the grand jury. Deputy Chief Stone explained that this year's grand jury is a completely new panel of jurors and their internal workings had nothing to do with our response(s). He also spoke toward the duties of grand juries indicating that it was not unusual for a jury to investigate public agencies and special districts on a rotating basis with as many as ten years between reviews.

c) 2021/2022 Preliminary Budget

Chief reported on the budget spreadsheets and early work done by former Board member and Treasurer Woods and President Cook. It was noted that the proposed income figures from the County left out funds from the TOT, Prop. 172, revenues from our FEMA grant, and the Sheep Ranch fire agreement with the County. The Board of Supervisors recently voted to continue sharing TOT and Prop. 172 revenue with the fire districts' so it is now included in our budget but at conservative estimates. Director Cook opened discussion about the PG&E monies from the Butte Fire and how it was spent. Chief stated that there is still money that has not been spent but funds were designated in specific categories for projects, there isn't supposed to be cross overs. Director Cook expressed his desire to see the remaining funds spent as efficiently and effectively as possible. The CAO's Office is the coordinator and tracker, it is hoped to see a balance report from them in the coming months. Details for the 2021/2022 budget are:

- The total estimated revenues are \$529,385 and **do not** include strike team monies. Director Cook explained strike team funding to the new Board members.
- Included in the budget is the \$75,000 FEMA reimbursement grant for the recruitment and retention program and \$48,000 from Calaveras County to provide fire and life safety services to Sheep Ranch. The proposed budget reflects modest increases in operations costs i.e.: utilities-fuels-repairs.
- Estimated expenses for 2021/2022 are \$524,650 leaving a carryover difference of \$4,735.00
- Revenues from 2020/2021 are estimated at \$940,363.59 booked against YTD expenses of \$924,834.55 for a positive balance of \$15,529.04. There are still some year-end expenses, additional income from strike team funds, and pending PG&E project reimbursements of approx. \$128,200.
- Director Overacker asked Chief to update on the loss of 2 positions and addition of part-time administration. Chief noted that in the big picture expenses will continue increase but the short-term looks okay. The District still needs to address additional long-term funding solutions. Director Cook noted that in 2014, the District had 3 paid Captains on duty 24/7, stating that this would be a desirable goal to get back to. Deputy Chief Stone also explained why additional training staff would then be needed. Chief indicated that he would be filing the preliminary budget along with additional paperwork for the new Board members with the County tomorrow.

MOTION to approve the 2021/2022 Preliminary budget as proposed: Director XXXXXXXX,
2nd Director XXXXXXXX Ayes 5 Nay 0 Abstain 0 **Motion carried**

6) Chief's Department Report:

- Chief updated the written report by stating that the almost \$50,000 due from OES has been received.
- He recently had a discussion with the auditor, John Blomberg who stated that they are prepared to do the 2020/2021 audit but not ready to commit to a longer agreement with a fixed rate due anticipated changes in state accounting rules. Mr. Blomberg will submit the recently completed report to the State Controller's Office as required once the Board has

signed off on the management letter. The District is responsible for filing the appropriate documents with the County Auditor's Office

- Department still has a staff member on non-department related medical leave, Engineer Cleland is covering most of the shifts
- Volunteer recruiting efforts have been very successful with 12 contacts, 8 of whom are now on the roster. Summer staffing will be a challenge for many departments, West Point reportedly has 7 active members
- The type III engine from Keyes is still undergoing repairs at a facility in Copperopolis, there has been some challenges getting parts in a timely manner and availability of the shop mechanic. It is expected to be complete shortly
- Chief noted discussion needs to be had on status of Engine 323 (CALFire unit purchased last year). It likely needs significant transmission work upwards of \$6,000 - \$7,000 exceeding its total value. Chief will agendaize for next meeting's discussion for possible surplus or other disposition along with the recently returned wood splitter

7) Payment of Bills/Claim Transmittals:

Directors Cook and Overacker had dual signed transmittals over the last month with copies presented tonight for full Board review/comment/approval.

Motion to approve transmittals for payments: Director Mills, 2nd Director Meitrott-Tyler

Ayes: 5 Nays: 0 Abstain: 0 **Motion carried**

8) Director's Comments:

Director Cook noted that since former Director Woods was Treasurer of the Board the position needs to be filled by another Director. He also urged the new Board members to familiarize themselves with the department policy manual which will need review and updating soon.

Guest Amy Roggow asked for Board background information.

Chief reminded all of the upcoming breakfast burrito fundraiser by the Central Calaveras Firefighters' Association this weekend as well as the car show coming up in Mountain Ranch on August 21st.

9) Closed Session: Pursuant to Govt Code 54957 (Personnel – as needed)

There was no closed session

10) Adjourn:

Motion to adjourn. Director Overacker, 2nd Director Mills

Ayes: 5 Nays: 0 Abstain: 0 **Motion carried**

Respectfully submitted,
Diane Lloyd
Staff, CCFRPD

19927 Jesus Maria Road, Mokelumne Hill, CA 95245
(209) 754-4330

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245
6:00 P.M. Thursday, May 13, 2021

- 1) Call to Order: The Meeting was called to order at 18:02. Present were Directors Cook, Mills, Overacker, and Woods. Staff present were Chief Wennhold, Deputy Chief Stone, Captain Marty Tedder, Lt. Chris Tedder, Debbie Miller, Ryan Carpenter, Diane Lloyd. Guests present: Association Member Ray Tyler, Sandy Tyler, Mike Taylor, and several guests.
- 2) Public Comments:
 - a) Sandy Tyler commented with an update on a focus group regarding bond measure. Jennifer Morris & Sandy Mertriot were suggested to work on focus group(s). Sam Cook noted the 2018 election results were 63.47% affirmative but need two-third's + one (2/3 + 1) to pass measure. Discussion ensued regarding the success of other fire district bond measures.
 - b) Diane Lloyd asked everyone to please identify themselves for the records before speaking.
 - c) Mike Taylor offered background on his firefighter certifications, offering his services to CCFRPD, and detailing his issues with the Calaveras County Board of Supervisors. Director Cook indicated that Mr. Taylor should speak with Chief Wennhold regarding employment. Chief Wennhold gave Mr. Taylor his contact information, briefly reviewing some of the requirements for employment.
- 3) Correspondence: Chief Wennhold stated that CCFRP had received a letter from Calaveras County Counsel referencing the 2019-2020 Grand Jury report. He recommended the correspondence be held for review and discussion in Closed Session.
- 4) Approval of April 8, 2021 meeting minutes: Chief Wennhold noted that he had reviewed the Minutes as prepared by Keeley Carpenter. He stated that there were corrections necessary and recommended that the Board not approve the Minutes until those revisions had been made. Some of the modifications were discussed.

Motion to delay approval of minutes:	Director Overacker
Motion seconded by:	Director
Motion approved	Unanimous
- 5) Regular Agenda, Action Items:
 - a) Community water projects
 - i) El Rancho Loma Serena Water Tank
 - ii) Mountain Ranch Tank Replacement

Concerns were voiced regarding the redwood tank removal occurring at the beginning of a new fire season, noting that time is of the essence to ensure all necessary resources are in place. Chief Wennhold met with Ron Pargett (contractor) today. Resolution: 2021-05 is to be funded from the PG&E Butte Fire Recovery program. The contractor's proposal as presented does not indicate a dollar amount, however it is clearly stated in the Resolution that the cost is not to exceed \$15,000.00. He also

noted that the CPUD General manager has retired and another manager is on vacation, so follow up will be next week. Director Cook had made an onsite visit and stated that footings were in but no forms are in place yet. He also had met with Doug and Max re: grading. Captain Tedder mentioned the need to pay the engineer in order for the drawings to be released and to pay the tank company before the prices go up again. Chief Wennhold will check with the County to see when the bills will be paid.

b) RESOLUTION: 2021-04: Modification to 2021-04, close-out and disposition of equipment.

First vote –

Motion to approve revised <u>Resolution: 2021-04</u>	Director Woods
Motion seconded by:	Director Overacker
Motion approved	Unanimous

Discussion was reopened with comments from Deputy Chief Stone regarding Calaveras County Supervisor John Garamendi's reluctance regarding the equipment disposition. Chief Wennhold pointed out that a vote had been taken already but changes should be reviewed. He also stated that CCFRPD is not using the equipment purchased by the County and that it should be returned to the County. CCFRPD should be removed from the process.

Second vote –

Motion to approve revised <u>Resolution: 2021-04</u>	Director Woods
Motion seconded by:	Director Mills
Motion approved	Unanimous

RESOLUTION: 2021-05: Resolution approving El Rancho Loma Serena Water Tank Storage project proposal from R. A. Pargett, Inc. to install 5,000 gallon water storage tank at a cost not to exceed \$15,000.00.

First vote:

Motion to approve <u>Resolution: 2021-05</u>	Director Woods
Motion seconded by:	Director Overacker
Motion approved	Unanimous

c) Review of sample personnel evaluation forms – Chief Wennhold stated that a generic evaluation form had been used in the past. Director Woods brought in several examples of alternative forms. He explained the examples and how each tool is used. He also stated his preference for accurate and detailed performance reviews. There were two examples specifically noted as suitable for the review of a Fire Chief. A highly detailed example was also offered for the review of other personnel. Discussion followed regarding the Fire Chief's review being up to the Board; all other personnel is Chief Wennhold's responsibility. Director Cook concurred and expanded on the discussion. Director Woods recommended that the Board use the second, more detailed example for review of the Fire Chief.

Motion to approve the Board's use of example #2	Director Mills
Motion seconded by:	Director Woods
Motion approved	Unanimous

Director Cook suggested giving Chief Wennhold the opportunity to review the examples presented for the review of CCFRPD staff and recommended any further discussion be tabled. Chief Wennhold also noted that all staff reviews had been completed within the last six months, but he will come back to the Board with his own suggestions and his decision as to which format he would be using.

- d) Response to Grand Jury Report – The letter from Calaveras County Counsel will be addressed in Closed Session. A new response will be crafted as a result of the Session. Director Cook stated that the Grand Jury was not happy with the CCFRP response and that the new response will also be made public.
- e) 2021/2022 Preliminary Budget Information – Chief Wennhold presented the budget information received from the County. Director Woods, Director Cook, and Chief Wennhold have considered the costs re: the loss of one full-time employee. Chief Wennhold stated the need to put together the final numbers, make

the appropriate adjustments, and then resend them to the County. The budget shows that the County did not include Prop 172 dollars. No deficit is expected. Labor costs, however, will be impacted with the loss of Captain Matt Berlier, who has quit and taken employment in Tuolumne County. Director Mills asked how CCFRPD is covering the now empty position. Chief Wennhold stated that Lt. Tedder and Capt. Tedder are currently picking up the slack and that Mark Gonzalez, who is working fulltime in Angels Camp, has offered to work one shift per week, without benefits.

- 6) Chief's Department Report: Chief Wennhold presented a detailed report of March activities, a copy of which is hereby incorporated (Attachment A).

Highlights of note:

- a) Central Calaveras Firefighters' Association (CCFA) purchased an icemaker for CCFRPD and it is installed. The Association also has donated \$500 toward the cost of the memorial plaque recently dedicated. In addition, six fire shelters were approved by CCFA for purchase and will be ordered shortly.
- b) Auditor John Bloomberg will be here at the end of next week to begin the fiscal 2019/2020 audit. Once that audit is complete, he will begin to work on the fiscal 2020/2021 audit.
- c) Diane Lloyd has been hired to fill the part-time administrative position.
- d) The storage shed will be moved back to Station 1 from Deputy Chief Stone's home. A place has already been cleared for it.
- e) There will be a memorial service for Terry Bullock. CCFRPD is sending an honor guard and an engine to the service at Ironstone Winery in Murphys.
- f) Last week, the Costa Fire took everyone by surprise, as no one was ready for the fire season to begin so early. The fire consumed only 15 acres in heavy timber and difficult terrain. Chief stated that he was extremely proud of our response and that CalFire had also complimented CCFRPD on their successful mission. There were 22 people involved and Chief voiced kudos to all!
- g) It has been a challenging month with an unfortunate incident resulting in significant burns as well as simultaneous and/or back to back calls but the group has stepped up.
- h) The Fire Dispatch Matrix is changing, resulting in CDF sending more resources while coverage areas are altered to include Jenny Lind, West Point, etc.
- i) The number of grass fires has already exceeded 700% of what we have experienced historically.
- j) There was a suggestion that Engine 323 could be used as a rental, however CalFire's union had filed a grievance that they would not work on vehicles that had not been maintained by CalFire from the get-go. Consideration is that the Engine will be held in reserve.
- k) Last week, three different fire districts' tax assessment measures passed; San Andreas by only 13 votes. West Point's measure passed by a much greater margin. Communities are starting to wake up.
- l) Referring to the written reports, Chief Wennhold notes that there is approximately \$180,000 due from the State for strike teams and \$16,000 owed by CalFire for calls. Due to the decision to source our workmen's compensation insurance through the Fire Districts Association of California, a rebate check was received from them for over \$17,000. The sale of the 1992 International Flatbed 129 has also been completed, which brought in another \$14,000.
- m) A review of equipment noted that the new engine from Keyes needs air compressor repairs and it is scheduled to be taken in next Monday. All other equipment has been serviced & is ready to go.

- 7) Payment of Bills/Claim Transmittals: Transmittals have been sent to the County. Chief Wennhold reviewed them. Director Mills voiced his concern that bills continue to be delayed. Chief Wennhold reviewed the process for submitting for payment by the County, with the need for multiple signatures as well a proper documentation. He then introduced Diane Lloyd, who was hired to help with the administrative processes of the District. Director Cook mentioned that he had asked Chief Wennhold if Diane Lloyd would be willing to take the monthly Board minutes and that she had agreed.

Motion to approve payment of bills presented

Director Overacker

Motion seconded by:

Director Woods

Motion approved

Unanimous

8) Directors' Comments: Regarding Jennifer Morris leaving the Board, it was noted that notices have been posted for the Board vacancy. The Board will then review applicants in order to make an appointment. The appointment will be made at the next Board meeting on June 17, 2021, the third Thursday of the month instead of the usual second Thursday of the month in order to accommodate Board member absences. Director Woods thanked the Association for their support of CCFRPD. Director Cook noted the Association's support contribution of funds used to buy meals for firefighters. He also mentioned that it might be easier if he purchased these meals in advance at Sender's Market. Director Mills questioned the need to do so. Director Cook recounted the recent Costa Fire where CalFire showed up with meals that were still frozen and inedible, stating that a pre-purchase of meals at Sender's would be more beneficial to the firefighters. He voiced his desire for \$1,000 additional budget for incident support food that could be purchased without asking the Association for more money for such. Director Mills felt that this should be put into the budget, although concerns were voiced that the County could be resistant to budget for food costs.

Director Cook suggested that the Open Session could be adjourned and called for any additional public comment.

Former Board member, Jennifer Morris, voiced her opinion of the Board, recounting her recent experience as a Board member, detailing why she had resigned from the Board. Director Mills objected to Ms. Morris' comment's however she was allowed her platform as a private citizen since had arrived after the initial opening public comment period.

Debbie Miller pointed out a miss-coding relating to the financial information. Director Cook acknowledged the error and noted that a correction was in the works, but that it would require working with the County Auditor/Controller. Discussion followed that County guidelines are not as focused on individual line items but more on bottom line totals and that as long as those are in line, concerns are considered minimal.

Motion to adjourn Regular Meeting at 1930:

Director Overacker

Motion seconded by:

Director Woods

Motion approved

Unanimous

9) Closed Session: Motion to Adjourn back to open session at 2000

Director Mills

2nd

Director Woods

Motion carried unanimously

Action taken during the closed session was to approve a second response letter for the Grand Jury and send via certified mail. DC Stone will send the draft to President Cook for signature and the Chief will mail via certified mail.

The meeting was adjourned at 2005, the next regular meeting was moved to June 17 to accommodate several board members being out of town on the 10th.

Respectfully submitted,
Diane Lloyd
Staff, CCFRPD

Central Calaveras Fire & Rescue Protection District

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WWW.centralcalaverasfire.org

Minutes

REGULAR MEETING BOARD OF DIRECTORS April 8, 2021

1. Call to Order: 1800 By President Sam Cook
Roll Call: Present
Director Sam Cook
Director Don Overacker
Director Carl Mills
Director Ken Woods
2. Public Comments- None at this time.
3. Correspondence- Thank You letter from June Keeler
 1. A "Thank You" for cleaning and removing equipment from her property
 2. It was reported that Director Morris had submitted an e-mail on 3/12 resigning her position on the Board effective immediately. The District will to start the process for an appointment to replace her
4. Approval of Minutes-
 - a. Director Cook asked to clarify that he called the meeting at 6:03
 - i. Correction Motion Approval
 1. Don Overacker 1st
 2. Carl Mills 2nd
 - a. Ayes
Cook
Woods
Mills
Overacker
Motion Passed
5. Regular Agenda
 - A) Community Water Project

- 1) El Rancho Loma Serena Water Tank confirmed to move forward
 - a) Tank will be moved from San Andreas to the final Location. Ron will be asked to join the next Board of Directors meeting to explain the movement forward. The project needs a formal resolution to seek funding approval from the County
 - 2) Mountain Ranch Tank Replacement
 - a) Marty Tedder updated the community on this project
 - b) A check was delivered, and the project will move forward.
 - 3) A bid to dismantle the Mountain Ranch Redwood tank
 - a) The bid was to dismantle for free if they can keep the wood
 - i) Motion to approve bid
 - (1) Don Overacker 1st
 - (2) Sam Cook 2nd
 - (a) Ayes

Ken Woods
Carl Mills
Overacker
Cook
 - 4) Sheep Ranch Water Tank
 - a) After discussion with CCWD, Sheep Vol. Fire Co, and Supervisor Garamendi, CCWD agreed to take lead in developing a project to add an additional water tank to their property in Sheep Ranch and provide a separate fire hydrant at the site for equipment to fill from. CCWD may have a surplus tank of up to 80,000 gallons to support the project. Funds for the project would come from the \$50,000 set aside for the Sheep Ranch Fire Co. and be coordinated by CCWD.
- B) Resolution 2021-04- to Approve the PG&E Butte fire recovery and preparedness program PHASE-3- for deposition of county purchased equipment that was used in the wood elf program. Resolution 2021-04 authorizes to dispersal of:
- 1) Bailey Woodland Pro-AM716-1600 Dump Trailer- Relinquished to Calaveras County
 - 2) Timberwolf ProMP X-10 Diesel Firewood Processor -Ownership transferred to Wood Angels of Amador County
Per DC Stone this was discussed and agreed upon in concert with Supervisor Garamendi.
 - a) Motion to approve
 - (1) Carl Mills 1st
 - (2) Ken Woods 2nd
 - (a) Ayes

Don Overacker
Sam Cook
Carl Mills
Ken Woods

C) Surplus equipment -1992 International- Flatbed 129

Chief Wennhold reported the vehicle used as support for wood elves projects and limited use as a piece of fire equipment, he recommended the vehicle and attached pump unit by listed as surplus and listed through the Public Auctions Co. for private party bids. He suggested the unit may have a value of up to \$14-15,000.

a) Motion to Surplus and ask for a reserve of \$14,000

(1) Carl Mills 1st

(2) Ken Woods 2nd

(a) Ayes

Don Overacker

Sam Cook

Ken Woods

Carl Mills

Motion Passed

D) Grand Jury Response

- 1) Director Sam Cook E-Signed the Grand Jury Response and DC Stone was to send electronically. A final version was e-mailed to the Board and fire chief after submission. Several community members present expressed concern about the items in the report as publicly released by the Grand Jury, Chief Wennhold was directed to have the District's response posted to the district website, he will send to Mike Burns tomorrow.

E) Station Staffing

- 1) The department has received a grant that pays for training for new staff and a part time recruitment coordinator
- 2) At this time there are 2 full time employees paid out of district funds
- 3) There has been a high loss of staffing to Cal-Fire during Summer months
- 4) There is to be a "staffing plan" within the Strategic Plan as recently adopted by the Board
- 5) At this time there is approximately 2.5 Months remaining in budget for staffing, the Chief will meet with the finance committee on future staffing needs and options as part of the development of the 2021/2022 budget

6. Chiefs Report

Chief Wennhold presented a written report of March's department activities

7. Payment of Bills/Claim Transmittals

- A) Board Members asked that the process and timing of payment of the bills be evaluated for change and improvements. Chief and treasurer Director Woods will meet to look at revisions.

a) Motion for revision-

(1) Carl Mills 1st

(2) Ken Woods 2nd

(a) Ayes

Sam Cook

Don Overacker
Ken Woods
Carl Mills
Motion passed

8. Director's Comments

- A) Director Woods and DC Stone presented updates on discussions with the Fire JPA- on possibility of Countywide sales tax increase of 1% that would specifically generate funds for fire district public safety funding. If approved, it could generate approx. \$430,000 for staffing and support. If initiated by departments it would require a 2/3rds majority for approval, if initiated by the community it would require a simple 50% plus one majority.

Director Woods and DC Stone will have more information at the next meeting

9. There was a motion by Director Overacker and 2nd by Director Mills to adjourn the meeting at 2041

Ayes: Overacker
Mills
Woods
Cook
Motion passed

Next regular meeting agreed for May 13,2021.

Respectfully,

K. Carpenter

Central Calaveras Fire & Rescue Protection District

19927 Jesus Maria Road, Mokelumne Hill, CA 95245

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Bill Wennhold

Fire Chief



Minutes

REGULAR MEETING BOARD OF DIRECTORS

March 11, 2021

1. The Meeting was called to order at 6:03 PM by Director Cook. Present were Director Overacker, Director Mills, and Director Cook, Director Morris and Director Woods.
2. Public Comments

Marty Tedder commented that he felt that the District needed to hire a full time administrative staff position.
3. Received correspondence from LafCo about openings on their Board. Two nominees have experience with Fire Districts. Received thank you letter from Steve Downing thanking Fire District for its role in the shared grant project from the Healthcare District.
4. February 18, 2021 minutes were approved on a motion of Director Overacker, seconded by Director Woods. Adopted 5-0-0. Discussed status of Sheep Ranch Water Tank. Deputy Chief Stone updated results of meeting with CCWD, Supervisor Garamendi, and Sheep Ranch Community. CCWD is going to provide the site location and will assist in the project. (advanced from regular agenda)
5. Regular Agenda, Action Items
 - a. Community water projects
 - 1) El Rancho Loma Serena/ Pargett Proposal Parts have been ordered -Project status discussed. Tiscorina still working on tank relocation.
 - 2) Mountain Ranch Water Tank Replacement. Chief Wennhold worked with Rose and the Auditor's Office to get deposit check approved to proceed with project initiation. Check is in process of being issued.
 - 3) advanced to #4.
 - 4) Board Training/Attestation - Brown Act Education. All Board members were provided education packets with Brown Act information. All Board Members signed an agreement acknowledging their receipt of the information.
 - 5) District's Responses to County Grand Jury Report. The Board discussed the draft Board response at length. Board recommended clarifications to several areas. The Response was adopted on a motion of Director Overacker, seconded by Director Woods. Ayes: Overacker, Woods, Mills. Noes: Cook, Morris.
6. Chief's Department Report

Written Report presented by Chief Wennhold
7. Director's Comments

None
8. The meeting adjourned at 8:34 PM

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Bill Wennhold

Fire Chief



Minutes

REGULAR MEETING

BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday February 18, 2021

1. The Meeting was called to order at 18:06. Present were Directors Cook, Mills, Overacker and Woods.
2. Staff present: Chief Wennhold, Deputy Chief Stone, Captain Marty Tedder, Debbie Miller, Keely Carpenter, Ryan Carpenter. Guest: Association member Max Curtis.
3. Public Comments: Debbie Miller commented that District website was still not completely up to date.
4. The minutes from the December 2020 meeting were added to the Consent Agenda. The consent agenda was adopted on a motion by Director Overacker and seconded by Director Woods. Adopted 5-0-0.
5. Community Water projects were discussed.
 - A. The El Ranch Loma Serena water tank was discussed. No action was taken. The Board is going to adopt a Resolution concerning this project.
 - B. The Mountain Ranch water tank was discussed. Waiting on deposit to be issued to commence project.
6. Wood Elves Program. Project Yard has been cleaned up and all Fire District and Wood Elves equipment has been removed. Chief Wennhold is going to review the inventory and account for all small equipment in the upcoming week.
7. Social Media Policy #1151. Reviewed and discussed by Board. Minor amendments made. Amended version was adopted on a motion by Director Woods and seconded by Director Overacker. Adopted 5-0-0.
8. Resolution 2021-03: Sheep Ranch water tank. adopted on a motion by Director Woods and seconded by Director Overacker. Adopted 5-0-0. Board expressed desire that ownership of the tank reside with an entity other than Central Fire, such as the water district or Calaveras County.
9. Resolution 2021-04: Adopted on a motion by Director Mills and seconded by Director Woods. Adopted 5-0-0.
10. Chief's Aide job description. Board approved position of 12 / hour week Chief's Aide. Adopted on a motion by Director Mills and seconded by Director Overacker. Adopted 5-0-0.
11. Grand Jury Report response: Discussed by Board. No action taken. Board will review draft response at next Board meeting.
12. Fire Chief's Report: Chief Wennhold presented a written report to the Board.
13. Directors' Comments: Director Cook complimented Lt. Chris Tedder on the quality of the recent Emergency Medical Responder class that he taught.
14. Meeting adjourned: 19:57.

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Bill Wennhold
Fire Chief



MINUTES REGULAR MEETING BOARD OF DIRECTORS

Station 1, 19927 Jesus Maria Road, Mokelumne Hill, CA 95245

6:00 P.M. Thursday January 14, 2021

1. Call to Order

Meeting Called to Order at 18:00. Present Directors Overacker, Mills, Woods, and Cook. Absent Director Morris.

2. Public Comments

None

3. Consent Agenda

- a. Approval of December 10, 2020 meeting minutes
- b. Approval of Claim Transmittals and Budget Report

December Minutes not available – tabled until next meeting

Consent agenda approved on motion of Woods, 2nd by Mills. 4-0

4. Regular Agenda, Action Items

- a. Community water projects
 - 1) El Rancho Loma Serena Water Tank
 - 2) Mountain Ranch Tank Replacement

Discussion moved to agenda item d.

- b. Election/Assignments of 2021 Board Duties

Officers:

President: Sam Cook

Vice President: Don Overacker

Secretary: Carl Mills

Treasurer: Ken Woods

- c. Review and/or Adoption, Social Media Policy # 1151

Tabled following Board discussion and input / recommendations given to Chief Wennhold.

- d. Resolution 2021-01: Approving the Calaveras County PG&E Water Supply for CCFRPD, administered by the Central Calaveras Fire & Rescue Protection District and Funded by Calaveras County - Phase 2

Approved Motion by Director Overacker, seconded by Director Mills. Approved 3-0-1. Director Cook abstained

- e. Resolution 2021-02: Approving the Calaveras County PG&E Butte Fire Recovery and Fire Preparedness Program, administered by the Central Calaveras Fire & Rescue Protection District and Funded by Calaveras County - Phase 2

Approved Motion by Director Overacker, seconded by Director Mills. Approved 4-0-1.

- f. Acknowledge Receipt of County Grand Jury Report

Board acknowledged receipt of the Grand Jury report and recommendations. Director Woods was assigned to head a committee with Chief Wennhold and Deputy Chief Stone to draft a response. Response is due March 30, 2021.

5. Chief's Department Report

Fire Chief presented written report on department activities from prior month.

6. Director's Comments

7. (a) Closed Session, Pursuant to Govt. Code 54957, Personnel Performance Evaluation, Fire Chief
(b) Closed Session, Pursuant to Govt. Code 54956.9, Discussion of Potential Liability Exposure or Litigation
(c) Report of any actions taken during closed session

No Action Taken

8. Adjourn