



# Quincy Fire Protection District

## Board of Commissioner's

Minutes Meeting June 9, 2022

Feather River Bulletin Conference Room

- I. Chairman Mike Taborski called the meeting to order at 8:00 am with Treasurer Andy Ryback, Commissioner Johnny Mansell, Fire Chief Robbie Cassou and Administrative Secretary Karrie White present.
- II. Public Comment: None
- III. Ryback made a motion to approve May 12, 2022, meeting minutes, Mansell seconded, motion approved.
- IV. Financial Report: Treasurer Ryback
  - a. No Financials provided by the county for May, Karrie provide April's financials with backup for a large expenditure in capital improvements of \$213,331.98 for Andy's Way purchase. Compensation insurance and Employee Assistance Program shows a large expenditure which Karrie explained was a Fasis Workman's Comp audit the FY20-21 and the adjustment amount of \$24,332.00 was for strike team payroll that is reimbursed by Cal-FIRE and the Employee Assistance Program was included for a total expenditure of \$31,161.00. Safety equipment was up \$1,600, fuel prices fluctuate in amounts and utilities represented a couple of months so the amount of \$4,754 was pretty normal for the month.
  - b. Claims signed
- V. Fire Chief's Report - Chief Cassou
  - a. Calls for May – we had 49 calls for emergency medical services, 2 fire related calls for a total of 51 calls for the month and we are averaging 2.71 persons per call.
  - b. Drills – May
    - 5/3/22 - Officers meeting.
    - 5/10/22 – Emergency vehicle driver training course at the airport.
    - 5/17/22 – Swift water rescue awareness, instructor Mike Grant from PCSR.
    - 5/24/22 – Progressive hose-lays, line construction, fire shelter deployment instructor Captain Matt West class at the fairgrounds it was well received.

5/31/22 – Maintenance performed clean up on new training grounds on Andys Way.

6/7/22 – Officers meeting

6/14/22 – Propane firefighting with propane props, a 3-dimensional fire Christmas tree, and one full size propane tank to learn how to deal with specific types of propane fires.

6/21/22 – Low angle rope rescue techniques at Smiley Face hill, with rappelling down and rescue pulling individuals up.

6/28/22 – Engine Company fire hose deployment exercises probably at airport trilogy simulate going from a fire hydrant pulling hose lines.

**c. Engine Company reports.**

- 8161 Hi-Tech has not looked at the ladder truck it has been 6 weeks, due to being low staffed.
- 8153 Wildland engine at Station 1 has been out of service for over 3 weeks now, so we took it to Skip's 4X4 diesel to have them take a look at it.
- We did a repair to one of Graeagle Fire's rescue vehicles that had a plumbing leak. It took about a month to receive the parts and took Chopper only 20 minutes to repair. We bill the other departments for labor and parts.

**d.** Fire prevention burning permits are now suspended as of Monday, June 13, 2022.

**e.** I am working with the Charter school to sign off on the pressure test for their sprinkler system.

**f.** We are still working on the Plumas County Jail project.

**g.** Update on the fire inspection at Feather River College: I sent out an ultimatum letter in regard to their nonfunctional fire alarm system that our inspector, Steve Fowler, has been dealing with for over two years. Taborski asked about our liability as a district. I explained in my letter I addressed this issue that we know it is substandard. I spoke with Kevin Trutna about this issue a year ago, and he said money to make the repairs was not an issue explaining that it had to do with their labor force.

Taborski said that if that is the issue, they want to do the work themselves, they should get a third-party vendor in to perform the work. When asked, FRC's Maintenance Director Nick Boyd responded with a letter that they could do the work themselves, so I brought to Nick's attention that they are not certified to do the work to get a third-party vendor.

Mansell said this is something we need to consider now that school is out for summer and perhaps issue an ultimatum to get the work required done or we shut everything down. Chief said he told them he wanted to see this done before the fall semester begins. If we

shut it down, it is several buildings — basically the whole campus. I have informed them that the State Fire Marshall will be coming up. The problem is their fire alarm system on campus not the apartments which have fire alarms inside each unit. Mansell asked if it would be worthwhile to addressing these issues at their board meeting? If it is in a public forum then it becomes a matter of public record. The board felt that Chief Cassou should attend and address these issues at FRC's next board meeting on June 16, 2022 giving a sense of urgency in dealing with the failed fire inspection for the safety of the students and faculty.

- h.** Matt West is still working with the under-burn coalition taking 8176 out for on scene firefighting suppression at times he has someone to go with him but it usually by himself.
- i.** Bob Fitzsimmons memorial we sent a couple rigs out for the graveside and a couple stationed at the Elks Lodge the family was very appreciative.
- j.** Busy Saturday on June 4: Plumas County Fire Chief Association met at 9 am to 12:30 pm then we had the American Speedway races in the evening and a presence at the Sierra Cascade Street Rodders car show at the Plumas County Fairgrounds.
- k.** At the officers meeting we talked about doing the Pancake Breakfast since we are having the parade this year. Board members agreed with Chief Cassou and the officers to participate in the parade and our do the Pancake Breakfast.
- l.** Chairman Taborski spoke with the manager at Sierra Pacific Industries, Matthew Taborski, about donating a forklift to the department over a month ago, which they generously did.
- m.** Treasurer Ryback at the last board meeting asked about the Occu-Med physicals, where are we on getting done. We had 8 and there are now just 4 left — myself, Jessie Josh, Emilio.
- n.**
- o.** I am taking vacation for 6/21/2022 through 7/6/2022.

## **VI. Other Business**

### **1. Fire Station 2 replacement:**

Chief Cassou: Chopper was telling me of a piece of property coming up for sale, I am going to go by and take a look at it. Board members ensued in a brief discussion on the property located on Highway 70 across from Wild Hare signs and the accessibility for the station.

### **2. Discussion and possible action regarding the Butterfly Valley annexation.**

Nothing to report at this time.

3. Discussion, possible action regarding the purchase of Andy's Way property.  
Mansell to follow up with Charles Simonetti today and see where things are at this point on the evictions process for the mobile home tenant, one of the three tenants put a deposit on another rental they will be moving out soon.

4. Discussion, possible action regarding LaPorte Facilities project:

Mansell: I sent the map back to Chief to follow upon, I sent it out to Tracy Ferguson, she is taking it to all the departments, and the designer review committee it will take a couple of weeks to get back to me. So at this point we are waiting on them and once it's approved, I would assume they will transfer ownership and we can move forward.

Cassou: In a conversation with Skip Partlow regarding water tanks on his La Porte Rd property, I informed Skip about our La Porte facilities project, Skip offered to bring his tractors and do the dirt work we need. Skip also mentioned he would speak with Dickens about donating the labor in turn for a tax deduction.

5. Resolutions:

Chief Cassou: Our annual CFAA salary Survey Resolution 2022-0609-2 that we do every year with has a couple of changes to the Cooperative agreement and our portal-to-portal fee schedule resolution 2022-0609-3. I need a signature and the board's approval to these resolutions for Cal-OES. Mansell question the contract status with Cal-OES whether or not there had been changes to the agreement.

Chief informed the board it is still the same as last year and that the local fire departments have agreed to go when called upon during wildfire season, so we are paid the same as previous years we are not going to put the public at risk because of a disputed contract. Treasurer Ryback made a motion to approve both the resolutions 2022-0609-2 and 2022-0609-3, Mansell second the motion, motion approved.

Chairman Taborski: The Conflict-of-Interest Resolution. The district has a policy to file the Conflict of Interest Form 700 and this resolution acknowledges that we have this on file and that it is done yearly. Treasurer Ryback made a motion to approve the resolution 2022-0606-1, Mansell seconded the motion, motion approved.

6. Discussion and possible actions on health insurance and preliminary budget.

Karrie: I sent out a spreadsheet to all the board members on the breakdown for health insurance coverage with the options of E-Health and CalPERS Blue Cross vs. Blue Shield metal tier plans that is available for Plumas County.

As you can see in the breakdown, CalPERS is the most cost effective. Using myself as a baseline as a single individual with no dependents the cost is \$701. 23, If the option for E-Health is considered, the Silver package is the go-to on coverage with the cost per individual at \$1,282.94. CalPERS does provide coverage for appointed board members but our volunteers are not eligible for coverage so it can't be used as an incentive for recruitment.

Treasurer Ryback wondered if we paid the volunteers \$5.00 a month if they would be eligible? Mansell questioned if it was a huge need for our volunteers since many have full time jobs and coverage already. Cassou mentioned it was not an uncommon thing to do California State Firefighters Association has a lot of programs, death benefits, insurance programs, incentive programs.

Other fire departments in the county do so much per call and at Christmas they'll give a bonus check for the calls they went on. We are paying our volunteers a base rate of \$7.00 per call but the paperwork was too much to handle, and the volunteers were donating it back to the department. So, instead, the district now pays \$15k to Quincy Fire Incorporated for fire calls as a donation to the volunteers in the department to be used for equipment purchases they might desire but not necessarily justifiable by using District funds.

So the insurance benefits under consideration would be for Karrie and Marten and the next Fire Chief. The board members ensued in a detail conversation on the premium cost and an employer set percentage along with the age fluctuations, with yearly increases and setting a base dollar contribution amount. Mansell said our decision today would be to approve this in some capacity whether it's a shared cost percentage or flat amount.

Karrie informed the board one of the requirements with CalPERS insurance coverage is a required contribution to employee's 401K retirement from the district. It does not have to be CalPERS retirement package; I have established a Nationwide 401 k plan that I have been contributing to which is acceptable. There is no set percentage or minimum dollar amount required.

Taborski: this is a major step for the district, we have not done this in the past. We need to recognize the percentages we are splitting with the premiums and satisfy CalPERS requirements for retirement contribution. Once we get it into place we can review in a year when the premiums change. Mansell: so we need to set a flat amount to contribute for the retirement.

Taborski made a motion to approve the insurance package with a percentage is 60 district /40 employee split. If the employee chooses to cover themselves and add a spouse/ or family dependents with a medical and/or dental/vision plan the district's contribution will not exceed \$500.00 a month for district's contribution. The coverage is for full time employees who work a minimum of 30 hours a week.

Should a board member opt to take advantage of the health plan it will be entirely at their expense. Ryback seconded the motion, and it was approved.

Addressing CalPERS 401K retirement contributions, Ryback made a motion to approve a flat annual amount of \$250.00 dollars per year for each employee. Mansell seconded the motion, motion approved.

Preliminary budget: Ryback reviewed the preliminary budget, noting a \$15k expectation of upcoming changes in group insurance. The final budget with adjustments to be reviewed before the October 15, 2022 deadline. Ryback made a motion to approve the preliminary budget and Resolution 2022-0609-1, Taborski seconded the motion, motion approved.

The meeting was adjourned by Chairman Taborski at 9:08 a.m.

Submitted :

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Chairman Taborski

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Date

BOC 6/9/2022