



Board of Commissioner's Meeting Minutes June 11, 2020 – 7:30 a.m.

- I. Chairman Taborski called the meeting to order at 7:30 a.m. with Treasurer Ryback and Chief Cassou, Secretary White in attendance.
- II. Public Comment – None
- III. Treasurer Ryback made a motion to approve the May 14, 2020 meeting minutes
Chairman Taborski seconded the motion, motion passed.
- IV. Financial Reports (Treasurer Ryback)
 - a. Treasurer Ryback reviewed the financials for May noting that there were no expenses except for a high cost in 52090 (Maint-truck & Pump Arial) secretary White explain that it was for SCBA recertification and repairs and that the County was late in processing last month's claims. Secretary White noted that as a result, expenses will be doubled in June. Treasurer Ryback approved financials
- V. Fire Chief's Report (Chief Cassou)
 - a. Calls- There were 32 medical calls and 13 fire calls for a total of 45 responses.
 - b. Charlie started performing the annual pump testing all the apparatuses so far everything going well. Two fire engines had water in their pump transfer cases so Charlie changed the oil, tightened the pump packing, and will keep an eye on them. So far everything is passing the tests.
 - c. Ecco-Green (PG&E) will be installing the LED lighting in Station one and two starting today.
 - d. Chief Cassou reported that the recently approved Automatic Aid Agreement between the Quincy Fire Protection District and the Long Valley Fire Department is now in place.
 - e. Steve Fowler is coming back to work and is in the process of finishing up reinspection's. The inspection process is going very well.
 - f. Chief Cassou- spoke with Darren Beatty again regarding doing a fire safety inspection on the Town Hall Theater. Darren is still working with Roxanne on getting some dates to do the walkthrough. I also have a couple of inspections to do at the Plumas District Hospital and its proposed daycare center.
 - g. Chief Cassou – this weekend and on June 27th and 28th, a Driver Operator 1B class (which is fire pump operation) is being held at the Eastern Plumas Rural Fire Protection District in Delleker. Quincy has one attending, Jonathan Medrano. The class cost is \$375.00. I will also be up there some of the days, I am auditing the class for the Fire Marshall's office.
 - h. Drills- Still using Action Training Systems online videos for Tuesday night drills. We are also sending out subject-specific information and videos for our scheduled training schedule topics. On the 12th Captain Gay put on a class on hose lays, fire line construction for wildland firefighting. Capt. Gay did mostly

small groups for people that want to go out on OES calls this year. On the same day, Captain Gay put on a Rescue 8151 familiarization course to show new firefighters it's equipment and help get them signed off on their rescue squad task books.

- i. Chief Cassou- on the 19th we were supposed to provide training on rope rescue, mechanical advantage, belay systems, ropes and knots. I sent out some instructional videos on most of those topics we had planned on covering that night. Also on the 19th, Capt. John Gay had PDH Ambulance bring a couple of ambulances to Station 1 to familiarize new firefighters with their layout, equipment locations, and gurney operation.
- j. On the 26th I sent out videos on fire shelter deployment. On the same day Capt. John Gay did hands-on training with a half-a-dozen firefighters who want to go out on OES calls and need fire shelter training.
- k. On the 28th I sent out videos on wildland fire suppression and line construction. John Gay had a small group do hands-on training going through 8153 (which is our wildland engine out at station 2) on the operation & equipment.
- l. On June 9th we did shelter deployment again. I sent out a video in preparation for our first, hands-on training drill with the general membership. To promote social distancing, we broke it into two small groups, one at the Courthouse doing hands-on practice deploying fire shelters. A second group stayed at Station 1 and watched an instructional video before going to the Courthouse to do the hands-on portion of the training.
- m. On the 16th we're planning on doing rappelling and mechanical advantage systems in small groups (Smiley Face Hill) on the 23rd we'll be doing hands-on ground ladders training in small groups.
- n. Chief Cassou- regarding property projects, Matt West and I are meeting next Wednesday to go look at some sites in East Quincy to identify possible Station 2 locations. Capt. West also set up an online Basic 32 training class, which is the minimum wildland requirement for wildland firefighter training. Basic 32 is a 32-hour online class followed by an 8-hour field day. Captain West also acquired funding to do a complete instructor-based version of the class as well.
- o. Capt. West is assisting me with a project to get our district maps updated. This update will include confirming the location of over 200 fire hydrants. Each hydrant will be tagged with an exact GPS location. We have 7 different municipal and private hydrant systems within the Quincy Fire Protection District. Chief Cassou will also be helping the water district with hydrant flow testing which is a requirement of ISO.

VI. Other Business

- a. Long term building plans – Chief Cassou reported the Staircase will be done today. Ecco-Green is installing the LED lighting at the station's 1 & 2.
- b. Chief Cassou handed out the resolutions 2020-6011.1 for the 2020 Biennial notice conflict of interest resolution, Resolution 20-0611.2 for the California Fire Assistance Agreement Fee Schedule and 20-611.3 for portal-to-portal reimbursement on state and federal mutual aid responses. Board members

reviewed, Chairman Taborski made a motion to approve, Treasurer Ryback second the motion, motion approved.

- c. Chief Cassou handed out copies of this year's California Fire Assistance Agreement (CFAA) notifying the board of the changes since last year. This year we are only able to use firefighters from other agencies on a mutual aid response if their department has adopted the same negotiated salary rates that Quincy FPD has negotiated with CalOES. Traditionally we have been able to negotiate a higher rate as an incentive to get our volunteers to leave their jobs and families for a deployment.

This year I contacted ten fire departments and three representatives from state OES to help me understand how the negotiated rates will be calculated this year. Out of the ten departments surveyed, only two (Graeagle and Beckwourth Fire) are trying to negotiate a higher hourly rate above the base rate offered by the state and federal fire agencies. All other agencies including OES agreed that volunteer fire departments are only entitled to the base rate established by the state and federal agencies. As a result, we will no longer be able to use Graeagle, Beckwourth Fire, or any other agency with a different rate scale, to help fill out our crews on long duration, mutual aid responses. The CFA Agreement does allow us to add worker's compensation and unemployment insurance to our hourly rate.

Secretary White has spoken with the auditor's office to add a line item to our account to pay our firefighters who respond to major state and federal emergencies. By running payroll through the County, the withholdings for UI, FICA, Federal, and State taxes will be met. Another change for this year, the CFAA has dropped the mandatory commitment requirement of fourteen days (with a possible extension out to twenty-one days) and has reduced the commitment to seven days with a possible extension up to twenty-one days if the crews are available.

With respect to communications, the new California State Wide Communication Plan requires that all mutual aid responders carry radios that are capable of 500 channels by 2024. When we respond to large incidents, the communications staff will reprogram our radio to meet the needs of a specific incident. The state and feds have provided two pages of acceptable radios to meet the current standard. Unfortunately, the state and federal communication personnel will only be programming two specific radios at an incident base or in the field. These new radios will be costly and due to the new regulations be in high demand.

- d. Chief Cassou handed out copies of the Volunteer Fire Assistant Grant for this year. The VFA Grant is a 50/50 match by CalFire up to a total of \$20,000. The proposal includes a low-profile and floating strainer for the District's Water Tender, wildland safety clothing, and radios that will meet the new standard. If funded, the total cost of the project is \$ 37,759. CalFires will be reimbursing the QFPD \$18,879.50 for their 50% cost share.
- e. Chief Cassou – we had a corporate board meeting last week regarding updating the by-laws revisions at Ganser Park,
- f. Chief Cassou - handed out a report documenting participation in the twenty-three online video programs we purchased through Action Training Systems. The report showed which volunteers are taking advantage of this web-based training

opportunity and who is not. The goal of the web-based training is to provide quality and consistent Firefighter 1 training during this time of social distancing due to the COVID-19 Pandemic.

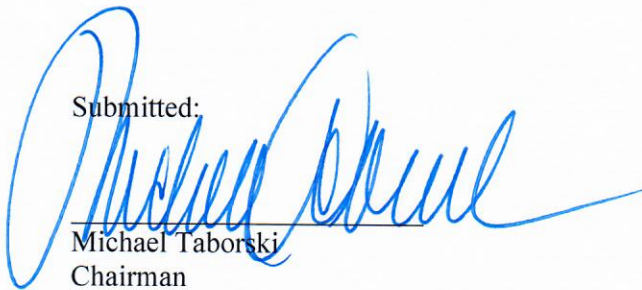
- g. Chairman Taborski- employee wage increase, Chief Cassou handed out a matrix of the County's Penny Scale for employee increase as a guideline basis for a proposed step increase. The yellow highlighted areas are what the employees are currently making (see attached).

Chief Cassou explained the step raise process as related to positive job performance and evaluation. Treasurer Ryback questions the range for Robert Read (Charlie) in comparison to his job performance seemed low, Chief Cassou informed the board that Charlie's job is a broad-spectrum role including supervisory responsibility, multifaceted mechanical duties and building maintenance to name a few. After a lengthy discussion Treasurer, Ryback made a motion to approve Secretary White hourly wage to \$20.00 an hour, Robert Read (Charlie) to \$ 26.25 an hour and Chief Cassou's Salary to \$75k (hourly \$36.06). Chairman Taborski second the motion, motion passed.

- h. Chairman Taborski – Preliminary Budget, Secretary White handed out a spreadsheet of the expected budget expense for the fiscal year 20/21 totaling 1,973,571.34 noting an account addition to include CFAA mutual aid cooperate agreement for payments to participating firefighters. The new line item will be processed through the Plumas County Auditor's office for payroll, including employee wage increases. Secretary White brought to the Board's attention the GANN limits, Treasurer Ryback made a motion to approve and Chairman Taborski seconded the motion, motion approved.

VII. Meeting was Adjourned by Chairman Taborski at 8:45 a.m.

Submitted:



Michael Taborski
Chairman