



Quincy Fire Protection District

Board of Commissioner's Minutes

Meeting February 11, 2021 Feather River

Bulletin Conference Room and Via Zoom

- I. Chairman Taborski called the meeting to order at 7:30 am with Treasurer Andy Ryback, Commissioner Johnny Mansell, Chief Cassou, and Administrative Secretary Karrie White present.
- II. Public Comment: None
- III. Treasurer Andy Ryback made a motion to approve the December and January meeting minutes, Commissioner Johnny Mansell seconded the motion, motion approved.
- IV. Financial Report:
 - a. Treasurer Andy Ryback reviewed the financials and asked Karrie some questions on a few of the accounts. Due to Karrie having technical difficulties with Zoom, Treasurer Ryback discussed the household account was up due to purchasing cleaning supplies for the COVID-19 pandemic. Communications cost were up due to the purchase of radio equipment. 50% of the radio costs will be reimbursed by CalFire. There were higher expenses in Building and Grounds, due to needed repairs on the Bay 4 rollup door where OES 360 is parked. Due to some recently found damage, there may be some additional cost coming up related to the rollup door.

A second payment was made to Wilburn Construction to compensate them for the first check, which was stolen, modified, and cashed. There is an ongoing investigation regarding this matter with the County Auditor's Office, the Sheriff's Office, and the Feds. Special Dept Medical is higher due to the purchase of supplies related to PPE equipment. Karrie White dialed in on the phone to rejoin the meeting and discussed with Treasurer Ryback the aforementioned expenses, along with the increases in utility costs. Karrie explained that utility costs were up due to payment of a few outstanding invoices from previous months. On another note, Treasurer, Ryback was pleased to see the balance sheet with a balance of \$1,811,485.63 in cash available to the district.
 - b. Chairman Taborski questioned if any other issues and or expenses needing to be noted. Chief Cassou informed the board that he and Matt West will be doing an inventory of what was needed for purchases for the wildland gear to complete our 50/50 grant.

Chief Cassou informed the board that he bought a new printer so we will see an estimated \$800.00 expense in office supplies. Chief Cassou also purchased some electronic equipment (microphone, cabling, a light ring etc.) to enhance our Zoom Meetings and drills.

Treasurer Ryback asked when the District will be receiving the 50/50 grant funding match from the State. Chief Cassou explained that we are currently doing the inventory of our wildland gear needs. Once we have an accurate picture of what needs to be purchased, we will make the purchases, and then submit an invoice to the State for reimbursement of half the cost of the wildland gear and the radio equipment. We have to the end of July to complete this process.

c. No Claims to be signed.

V. Fire Chief's Report -Chief Cassou

a. Chief Cassou- for last month's calls we had 28 EMS Calls, 5 Fire Calls, and 2 Hazmat calls for a total of 35 calls. This is becoming normal with the COVID-19 pandemic. We are averaging 5.63 people per call. I am pleased with percentage considering Captain John Gay retired in December.

b. Drills-

1/5/2021 - Officers meeting via zoom

1/12/2021 - Engine Familiarization. Once again we will be practicing social distancing and wearing masks. We will be splitting into small groups at Stations 1 & 2 at opposite ends of the facilities.

1/19/2021 – We did CPR certification training with half of the department. We are in the process of doing the second half of the department in the next two weeks.

1/26/2021 - Our new Captain Arcangeli did a class on hazardous driving conditions via Zoom. We had 28 attendees with virtually no problems communicating. We usually have people dropping in and out, so it was a nice change.

2/2/21- Officers meeting via Zoom

2/9/21- Swift Water Awareness drill with Mike Grant, the commander of the Plumas County Search and Rescue Team, as the instructor. The class went for an hour and a half on Zoom with video and a power-point presentations. We had 26 attendees and a lot of good feedback.

Plumas Rural Telecommunications came through with some fiber optic updates, I think that might have something to do with the improvements to our Zoom meeting.

2/16/21- S.T.A.R.T (Simple Triage and Rapid Transport). Mark Thomas from Care Flight Ground at PDH, and a Board Member for NORCAL EMS, where he is responsible for updating policies and procedures for the Region, will be our instructor via zoom.

2/23/21- Ladder training with crews and their engines which involves laddering buildings, we are following the COVID-19 policy we have in place. We took two vehicles, transporting a maximum of 3 people in a cab. One engine will go to Trilogy and another to Station 2. The other two engines will split up at Station 1, one engine at the drill tower and the other on the fire station.

- c. Chief Cassou - We have been doing other trainings on the weekends for our auxiliary members. Last Saturday we provided training on 8151's compressed air foam system at Station 1.
- d. Chief Cassou- We have a couple of classes in the training room upstairs for Care flight employees from PDH. One was ACLS (Advanced Cardiac Life Support) held on the eleventh and twelfth of last month, I was in this class, it helps me maintain my paramedic certification so that I can sign continuing education certificates for our EMT'S and Emergency Medical Responders. There was also a PALS (Pediatric Advanced Life Support) class on the eighth and ninth. There were about 15 attendees at the PALS class. Care Flight Ground will be having another PALS class in March as well.
- e. Chief Cassou- Some of the Captains are doing a great job on weekends, and after-hours, taking their crews out and practicing with the equipment and becoming familiar with its capabilities. They are of course wearing masks and practicing social distancing.
- f. Chief Cassou- I am getting hit with a lot of inspections request lately, usually for licensing and insurance issues. PDH's daycare center is temporarily at the head start building at the fairgrounds. PDH has run into a bunch of snags with the building they were renovating behind the hospital.
- g. Chief Cassou- had a visit from Assistant Chief Frank Carey regarding County wide school inspections. The Board of Education wants Frank to use the same forms that I use in the inspections of Day care Facilities which in my opinion is insufficient for schools. Over the last 15 months, Fire Prevention Officer Steve Fowler performed full inspections of the schools within the Quincy Fire Protection District. Many of these facilities are due again for new inspections.

With the Retirement of Steve Fowler, I will have to the slack on commercial inspection until another Fire Prevention Officer can be found.

- h. Chief Cassou- I am working with Mike Grant on Radio Hill to move equipment between the old CHP Vault and the Counties new communications vault and perform maintenance on our equipment. I have been helping with the equipment removal and will be taking a

ladder truck up when the roads are dryer, to help transfer antennas from the old tower to the new one. We will than take down the old tower.

- i. Chief Cassou- Charlie has been taking advantage of the fact that we have not been having meetings at the fire stations to do some deep cleaning around the building. He is gutting the refrigerators, cleaning them out, and washing walls in the kitchen and cabinets that have not been touched for a while. In the closet behind my office, the floor has dry rot, so he is replacing it.
- j. Chief Cassou- We have the installation coming up and what I have decided to do is, this Saturday the twentieth we will do a Zoom Installation. We will have approximately eleven people at Station 1 including Commissioners, Officers and members receiving awards. The rest will tune in via Zoom.

The ceremony will start at 5:30 PM. I will need one of you to do the Firefighter of the Year Award (Commissioner Mansell accepted), Chairman Taborski offered to do the swearing-in of the Officers.

Kim Eliason and Kelly are planning a program and video for the year in review which will last about five minutes. The board ensued in a conversation about the retiring of Deputy Chief David Windle and Captain John Gay regarding the awards and recognition of service.

- k. Treasurer Andy Ryback- Told Chief Cassou that he would like a setup a meeting to go over the equipment on the fire apparatus, along with a review of the life expectancy of fire apparatus and equipment, to get an idea of what engines need to be replaced.

Chairman Taborski requested that we incorporate that discussion into the upcoming Commissioner's Fire Station Field Trip and talk about what is the life expectancy of the fire apparatus we have, and the possible replacements of vehicles that have been in service for 40 years or more. The tour is scheduled for March 11, 2021 after our regular board meeting.

VI. Other Business

- a. Chairman Taborski opened the floor for discussion on Station 2. There were no comments to add to the discussion at this time. Moving forward on the agenda Chairman Taborski brought to the board's attention the letter to the County Board of Supervisors requesting the property on LaPorte Road, to be transferred to the District.

Chairman Taborski sent a copy of the response from Supervisor Greg Hagwood to all QFPD Board Members. Supervisor Hagwood did not see any problems with getting this piece of property into the Quincy Fire Protection District's name. A discussion ensued

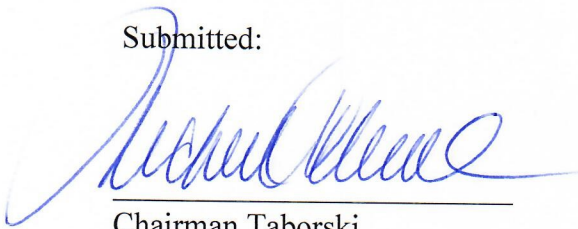
regarding the property and QFPD Board attendance to the Plumas County Board of Supervisors meeting as it relates to COVID.

- b. Chairman Taborski- Earlier this week, Chief Cassou and I attended a Zoom meeting with the Plumas County LAFCO Commission regarding the possible Keddie/Butterfly Valley Area Annexation into the QFPD. LAFCO approved waiving two of their major fees for this process, the project is moving forward. Chairman Taborski thanked Chief Cassou for the nice summary that he produced for the Board to walked them through the entire process, "it gives a bird-eye view of what we are looking at".

Chairman Taborski- Asked Chief Cassou if there was anything he wanted to add to the annexation conversation. Chief Cassou ensued in a long conversation regarding the "buy-in" from the communities involved for the acquisition of fire apparatus, a fire station with utilities, necessary safety equipment, qualified volunteers and training.

VII. The meeting adjourned by Chairman Taborski at 8.12 a.m.

Submitted:



Chairman Taborski

3/11/21

Date

BOC 2/11/2021