

April 19, 2022 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA "CONFERENCE CALL". THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908. YOU MAY ALSO ACCESS VIDEO AND ONE-WAY AUDIO VIA ZOOM AT THE FOLLOWING LINK:

<https://us02web.zoom.us/j/86040616322?pwd=cXlNNW5QbTA1KzFrNolrOEc4dWsoZzo9g>

Meeting ID: 860 4061 6322, Passcode: 891539

CALL TO ORDER:

Roll Call of Commissioners

{ } Shawn Burt, Chairperson { } Jeff McCollum { } Tom Rowson { } Richard Maddalena
{ } Candy Hunter { } Tom Archer { } vacancy

Quorum Yes/No

PUBLIC INTRODUCTION:

PUBLIC COMMENT:

Matters under jurisdiction of the Sierra County Fire Protection District #1, and not on the agenda, may be addressed by the Public at the beginning of the regular agenda and any off-agenda matters before the Board for consideration. However, California law prohibits the Board from taking action on any matter which is not on the posted agenda. Any member of the public wishing to address the Board during the "Public Comment" period will be limited to a maximum of three minutes.

MINUTES APPROVAL: Approval of the Minutes: 03/15/22

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of March 31, 2022 H
2. Approve Bill Payments H

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities)
2. Training / Recruitment/ Retention
3. Update on AFG and SAFER grant applications
4. Authorize execution of Agreement with Northern California EMS, Inc

UNFINISHED BUSINESS:

1. Update on PSPS Grant/generator install in Calpine and Sierraville- project complete (Rick)
2. Update on surplus hose washer/dryer
3. Committee Report – Consideration of and authorizing execution of the agreement regarding the Tour de Manure between the District and Sierraville Recreation Association (Tom A/Rick) AND Adopt Resolution 2022-3 in Recognition of the Founders of the Tour de Manure
4. Committee Report – Updating District Bylaws (Rick/Candy) AND Adopt Resolution 2022-4 Adopting District Policies & Procedures (Tom A/Candy)
5. Committee Report – Finance and FY 22/23 Budget (Tom R/Kelly/Jeff/Mick)
6. Discussion/Action regarding Calpine siren testing (Shawn/Jeff)

NEW BUSINESS:

1. Review and updated Conflict of Interest Policy and approve Resolution 2022-5 (Tom A)
2. Discussion/Action for the Commission to determine and authorize line item budget funds for volunteers who participate in out of District mutual aid responses per the SCFPD#1 Reimbursement Payment Policy (Tom R.)

ANNOUNCEMENTS AND COMMENTS:

NEXT SCHEDULED MEETING: May 17, 2022 at 6:00pm in Sierraville

ADJOURNMENT:

Key: T – Tabled from previous meeting H – Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

March 15, 2022 Tuesday @ 6:00 PM
SIERRA COUNTY FIRE PROTECTION DISTRICT # 1
FIRE COMMISSIONERS MEETING AGENDA
FIRE STATION 82, SIERRAVILLE CA

THIS MEETING WILL BE CONDUCTED IN PERSON AND VIA "CONFERENCE CALL". THOSE WISHING TO ATTEND THE MEETING VIA TELEPHONE SHOULD CALL (701) 802-5316 AND USE ACCESS CODE 5188908. YOU MAY ALSO ACCESS VIDEO AND ONE-WAY AUDIO VIA ZOOM AT THE FOLLOWING LINK:

<https://us02web.zoom.us/j/8274761160?pwd=NGVuTCtJL3d2akZGanpUVzlsSGF2UT09>

Meeting ID: 827 476 1160, Passcode: 419056

CALL TO ORDER: 18:01 pm

Roll Call of Commissioners

{ X } Shawn Burt, Chairperson { X } Jeff McCollum { X } Tom Rowson { X } Richard Maddalena
{ X } Candy Hunter { X } Tom Archer { } vacancy

Quorum Yes/No

PUBLIC INTRODUCTION: Russell Rosewood of Calpine, John Mitchell, Mike Estrada, Chief Kim Olson of Calaveras Consolidated Fire Protection District (remote), Clerk Kelly Champion, Chief Connolly.

PUBLIC COMMENT: None

MINUTES APPROVAL: Approval of the Minutes: 02/15/22 **Commissioner Rowson moved to approve the 2/15/22 minutes, Commissioner McCollum seconded. Roll call vote- 5 Ayes (Burt, McCollum, Rowson, Hunter, Archer) 1 Abstain (Maddalena) motion passed.**

FINANCIAL STATEMENT:

1. Review P&L, Balance Sheet, Report of Funds as of February 28, 2022 **H**
2. Approve Bill Payments **H**
3. Update regarding preposition pay **in progress**
Commissioner Maddalena moved to accept the financial statements and payment of bills, Commissioner Archer seconded. Roll call vote-Ayes (Rowson, Burt, Hunter, Archer, Maddalena, McCollum) motion passed.

REPORTS & REQUESTS FROM DISTRICT CHIEF, BATTALION CHIEFS AND EMS COORDINATOR:

1. Chief's Report (Response Summary, Fleet, Communications System, Facilities) **Chief Connolly reported that there were a few medical calls and two structure fires in Sierraville: the Pasquetti shed that burnt down on February 16th and another smaller shed at another location. Commissioner Archer commended the Chief and Volunteers for a quick response time and the protection of adjacent houses. A Go Fund Me for Don Pasquetti had been community organized and could be found online at www.sierraville.org . Chief Connolly reported that a total of 28 personnel had responded from three agencies: SCFPD#1, USFS and Loyalton Fire. There had been various after-action reviews conducted following both incidents. Multiple volunteers reported their appreciation of the structure fire training they had received. Commissioner Maddalena thanked the Calaveras Chief again for selling the District the engine.**
2. Training / Recruitment/ Retention **Regular trainings continue as scheduled. Commissioner Rowson requested that the Chief be more involved in the annual budgeting process and provide a needs list.**
3. Update on AFG and SAFER grant applications **Chief Connolly clarified the full name of the SAFER grant: Staffing for Adequate Fire and Emergency Response Grants. He introduced Chief Kim Olson from Calaveras Consolidated who spoke about his experience and benefits from the SAFER grant. He noted that a Grant Administrator had been used to manage the grant and that references could be found through the California State Firefighters' Association, www.csfa.net .**

UNFINISHED BUSINESS:

1. Update on PSPS Grant/generator install in Calpine and Sierraville (Rick) **Commissioner Maddalena reported that the District is awaiting the floodplain certification letter from the engineer and thanked John Mitchell of Calpine for helping with a backhoe.**
2. Update on surplus hose washer/dryer **Chief Connolly reported that Mr. Tucker still wanted the item.**
3. Update regarding fire mitigation fee annual escalator (Rick, Tom A.) **Commissioner Archer reported Commissioner Maddalena presenting the District letter to the Board of Supervisors regarding implementation of the inflation adjustment to the \$1.90 per square foot Mitigation Fee. There was no other public comment and the \$0.06 cent increase was approved, commencing immediately. The BOS gave positive feedback on the District's accomplishments.**
4. Committee Report – June 4, 2022 Tour de Manure planning (Tom A./Rick) **Commissioner Archer reported that there has been 400 sign ups so far and that Mike Blide was working to finalize the agreement still. There was discussion between the planners regarding recognition of the founders of the event and its historical name. Commissioner Hunter commented that it was a great website for enrollment.**
5. Committee Report – updating District Bylaws, second reading (Rick/Candy) **Commissioner Hunter reviewed the changes briefly from the first reading and there was discussion regarding adding back 'Division Chief' and some other minor terminology edits. To be approved by Resolution in next meeting.**
6. Discussion/Action regarding Calpine siren testing (Shawn/Jeff) **Chair Burt sent out a letter to the Calpine community and received around 12 emailed responses. Overall, there was feedback regarding the frequency of the siren and concern around how it works if power or cell service goes out. Commissioner McCollum began working the timer and other logistics. Chair Burt moving forward with cost analysis.**

NEW BUSINESS:

1. Discussion/Action regarding LAFCO Executive Officer and County Council direction on where Commissioners geographically can be drawn from including status of potential candidates for consideration (Tom R. /Rick) **Commissioner Rowson had sought direction as to which area to draw from for the current District vacancy. He confirmed that the Commission shall consist of one member from Sierra Brooks, one from Loyalton Pines or the unincorporated area of the City of Loyalton and one from the Long Valley/Verdi area. In short, any candidate from the East side of the County could fill the vacancy. Rowson noted that there was an interested party who had experience with fire suppression.**
2. Discussion/Action regarding TMFPD contract (Candy) **H Commissioner Hunter reported concern from a Verdi resident regarding the response time in consideration of new construction. The process of staffing stations appropriately was noted and it was not an area of concern. Commissioner Archer reviewed the terms of the service agreement and no action was taken.**
3. Discussion/Action to appoint three members of Commission to the Finance Committee to complete the 2022/2023 fiscal year budget (Tom R.) **Commissioner Rowson stressed the importance of the Finance Committee and requested a third person be appointed now that Commissioner Belli has vacated the position, currently comprising of Commissioners Maddalena and Rowson. Chairperson Burt confirmed adding Commissioner McCollum to the Finance Committee. District Clerk to assist.**

ANNOUNCEMENTS AND COMMENTS: District Clerk reminded Commissioners that the Annual Form 700's are due to the County Clerk. Commissioner McCollum noted a grant available for air purification devices.

NEXT SCHEDULED MEETING: April 19, 2022 at 6:00pm in Sierraville

ADJOURNMENT: 20:12

Key: T – Tabled from previous meeting H –Handout

THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER, PLEASE CALL 530.604.4013 AHEAD IF YOU NEED ANY ACCOMODATIONS.

Sierra County Fire Protection District #1
Profit & Loss Budget vs. Actual
 July 2021 through March 2022

	Jul '21 - Mar 22	Budget	\$ Over Budget	% of Budget
Income				
A · Tax Income	158,397.24	275,313.00	-116,915.76	57.5%
B · Fire Income	771,547.42	200,000.00	571,547.42	385.8%
C · Fire House Rent	1,200.00	1,200.00	0.00	100.0%
D · Grant Income	40,846.65	41,400.00	-553.35	98.7%
G · Interest Income	173.15	300.00	-126.85	57.7%
H · Donation Income	8,800.01			
L · Miscellaneous Income	12,848.66			
M · Mitigation Fees	31,352.11	10,000.00	21,352.11	313.5%
Total Income	<u>1,025,165.24</u>	<u>528,213.00</u>	<u>496,952.24</u>	<u>194.1%</u>
Gross Profit	1,025,165.24	528,213.00	496,952.24	194.1%
Expense				
1.0 · General	74,885.34	79,135.00	-4,249.66	94.6%
2.0 · Emergency Medical	1,933.66	6,000.00	-4,066.34	32.2%
3.0 · Communications	2,902.06	3,500.00	-597.94	82.9%
4.0 · Fire Protection	266,823.50	296,120.00	-29,296.50	90.1%
5.0 · Insurance	21,150.14	27,500.00	-6,349.86	76.9%
6.0 · Vehicle Repair & Maintenance	30,182.84	57,000.00	-26,817.16	53.0%
7.0 · Utilities	16,640.99	17,316.00	-675.01	96.1%
8.0 · Capital Asset/Mitigation Exp	28,539.78	30,088.00	-1,548.22	94.9%
10.0 · Transfer to Reserve - GF	0.00	11,554.00	-11,554.00	0.0%
Total Expense	<u>443,058.31</u>	<u>528,213.00</u>	<u>-85,154.69</u>	<u>83.9%</u>
Net Income	<u>582,106.93</u>	<u>0.00</u>	<u>582,106.93</u>	<u>100.0%</u>

Sierra County Fire Protection District #1
Balance Sheet
As of March 31, 2022

	<u>Mar 31, 22</u>
ASSETS	
Current Assets	
Checking/Savings	
105 · Sierra County Investment Pool	108,664.05
110 · Wells Fargo Operating 7568	742,180.75
115 · Wells Fargo Savings 6564	50,315.20
Total Checking/Savings	<u>901,160.00</u>
Other Current Assets	
145 · Prepaid Expense	6,681.31
Total Other Current Assets	<u>6,681.31</u>
Total Current Assets	<u>907,841.31</u>
Fixed Assets	
150 · Buildings and Land	311,412.14
152 · Equipment	136,603.37
154 · Vehicles	530,852.81
160 · Accumulated Depreciation	<u>-535,484.00</u>
Total Fixed Assets	<u>443,384.32</u>
TOTAL ASSETS	<u><u>1,351,225.63</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · *Accounts Payable	30,619.66
Total Accounts Payable	<u>30,619.66</u>
Credit Cards	
6729 · US Bank CalCard	149.90
Total Credit Cards	<u>149.90</u>
Total Current Liabilities	<u>30,769.56</u>
Long Term Liabilities	
250 · USDA Loan	42,364.56
Total Long Term Liabilities	<u>42,364.56</u>
Total Liabilities	<u>73,134.12</u>
Equity	
302 · Investment in Fixed Assets	401,019.76
306 · Capital Asset Reserve	59,839.37
307 · Mitigation Fee Reserve	1,235.68
310 · Retained Earnings	233,889.77
Net Income	<u>582,106.93</u>
Total Equity	<u>1,278,091.51</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,351,225.63</u></u>

Sierra County Fire Protection District #1
Reconciliation Summary
110 - Wells Fargo Operating 7568, Period Ending 03/31/2022

	<u>Mar 31, 22</u>
Beginning Balance	176,319.13
Cleared Transactions	
Checks and Payments - 23 items	-27,927.99
Deposits and Credits - 7 items	604,664.61
Total Cleared Transactions	<u>576,736.62</u>
Cleared Balance	<u><u>753,055.75</u></u>
Uncleared Transactions	
Checks and Payments - 1 item	-2,340.00
Total Uncleared Transactions	<u>-2,340.00</u>
Register Balance as of 03/31/2022	<u><u>750,715.75</u></u>
New Transactions	
Checks and Payments - 16 items	-342,287.03
Total New Transactions	<u>-342,287.03</u>
Ending Balance	<u><u>408,428.72</u></u>

Sierra County Fire Protection District #1
Reconciliation Detail
110 - Wells Fargo Operating 7568, Period Ending 03/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						176,319.13
Cleared Transactions						
Checks and Payments - 23 items						
Bill Pmt -Check	02/15/2022	7450	Matt Wellise	X	-5,403.19	-5,403.19
Bill Pmt -Check	02/15/2022	7465	Vickers Consulting ...	X	-2,400.00	-7,803.19
Bill Pmt -Check	02/15/2022	7453	Mountain Messenger	X	-83.23	-7,886.42
Check	03/07/2022		USDA RD DCFO Pa...	X	-3,044.00	-10,930.42
General Journal	03/15/2022	64		X	-7,351.10	-18,281.52
Bill Pmt -Check	03/15/2022	7473	Kelly Champion	X	-2,600.00	-20,881.52
Bill Pmt -Check	03/15/2022	7471	High Sierra Gas	X	-1,351.87	-22,233.39
Bill Pmt -Check	03/15/2022	7484	Mick Connolly	X	-1,000.00	-23,233.39
Bill Pmt -Check	03/15/2022	7475	O'Reilly Automotive	X	-974.05	-24,207.44
Check	03/15/2022	7468	US Bank	X	-604.21	-24,811.65
Bill Pmt -Check	03/15/2022	7478	Rudy Hoyos Repair	X	-600.00	-25,411.65
Bill Pmt -Check	03/15/2022	7482	Sierraville Service &...	X	-528.04	-25,939.69
Bill Pmt -Check	03/15/2022	7480	Sierra Valley Mobile ...	X	-497.91	-26,437.60
Bill Pmt -Check	03/15/2022	7476	Plumas-Sierra REC	X	-387.52	-26,825.12
Bill Pmt -Check	03/15/2022	7483	State Compensation...	X	-358.25	-27,183.37
Bill Pmt -Check	03/15/2022	7477	Plumas-Sierra Telec...	X	-218.00	-27,401.37
Bill Pmt -Check	03/15/2022	7474	Mick Connolly	X	-181.17	-27,582.54
Bill Pmt -Check	03/15/2022	7479	Sierra Booster	X	-150.00	-27,732.54
Bill Pmt -Check	03/15/2022	7469	AT&T	X	-64.13	-27,796.67
Bill Pmt -Check	03/15/2022	7481	Sierraville Public Util...	X	-49.34	-27,846.01
Bill Pmt -Check	03/15/2022	7472	Intermountain Dispo...	X	-49.14	-27,895.15
Bill Pmt -Check	03/15/2022	7470	AT&T- Calpine	X	-20.84	-27,915.99
General Journal	03/15/2022	64		X	-12.00	-27,927.99
Total Checks and Payments					-27,927.99	-27,927.99
Deposits and Credits - 7 items						
Deposit	03/10/2022			X	1,200.00	1,200.00
Deposit	03/10/2022			X	7,351.10	8,551.10
Deposit	03/11/2022			X	525,781.16	534,332.26
Deposit	03/28/2022			X	5,187.00	539,519.26
Deposit	03/29/2022			X	957.60	540,476.86
Deposit	03/29/2022			X	64,183.68	604,660.54
Deposit	03/31/2022			X	4.07	604,664.61
Total Deposits and Credits					604,664.61	604,664.61
Total Cleared Transactions					576,736.62	576,736.62
Cleared Balance					576,736.62	753,055.75
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	02/15/2022	7466	Zach Pehling-PNO ...		-2,340.00	-2,340.00
Total Checks and Payments					-2,340.00	-2,340.00
Total Uncleared Transactions					-2,340.00	-2,340.00
Register Balance as of 03/31/2022					574,396.62	750,715.75
New Transactions						
Checks and Payments - 16 items						
Check	04/01/2022	7499	Paul Roen		-248,762.88	-248,762.88
Check	04/01/2022	7487	Mick Connolly		-16,130.02	-264,892.90
Check	04/01/2022	7495	Matt Hale		-11,618.26	-276,511.16
Bill Pmt -Check	04/01/2022	7485	Chris Patrick		-11,576.27	-288,087.43
Bill Pmt -Check	04/01/2022	7486	Mike Cory		-11,576.27	-299,663.70
Check	04/01/2022	7494	Jayson Hale		-6,702.84	-306,366.54
Check	04/01/2022	7491	Ben Edwards		-5,962.27	-312,328.81
Check	04/01/2022	7489	Pat Blide		-5,515.42	-317,844.23
Check	04/01/2022	7497	Rudy Hoyos (Volunt...		-4,468.56	-322,312.79
Check	04/01/2022	7493	Jeanne Klose		-4,321.70	-326,634.49
Check	04/01/2022	7490	Mike Cory		-4,027.99	-330,662.48
Check	04/01/2022	7492	Serenity Enriquez		-3,874.85	-334,537.33
Check	04/01/2022	7488	Mick Connolly		-2,987.42	-337,524.75
Check	04/01/2022	7496	Jay Huebert		-2,381.14	-339,905.89

Sierra County Fire Protection District #1
Reconciliation Detail
110 - Wells Fargo Operating 7568, Period Ending 03/31/2022

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Check	04/01/2022	7498	Ryan Thompson		-2,234.28	-342,140.17
Check	04/01/2022		Matt Wellise		-146.86	-342,287.03
Total Checks and Payments					-342,287.03	-342,287.03
Total New Transactions					-342,287.03	-342,287.03
Ending Balance					232,109.59	408,428.72

9:48 PM
04/01/22

Sierra County Fire Protection District #1
Reconciliation Summary
115 - Wells Fargo Savings 6564, Period Ending 03/31/2022

	<u>Mar 31, 22</u>
Beginning Balance	50,314.77
Cleared Transactions	
Deposits and Credits - 1 item	0.43
Total Cleared Transactions	<u>0.43</u>
Cleared Balance	<u>50,315.20</u>
Register Balance as of 03/31/2022	50,315.20
Ending Balance	50,315.20

3:47 PM

04/17/22

Sierra County Fire Protection District #1

Reconciliation Detail

6729 · US Bank CalCard, Period Ending 04/10/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						604.21
Cleared Transactions						
Charges and Cash Advances - 2 items						
Credit Card Ch...	03/12/2022		Zoom Video Com...	X	-149.90	-149.90
Credit Card Ch...	04/01/2022		Harland Clarke	X	-71.53	-221.43
Total Charges and Cash Advances					-221.43	-221.43
Payments and Credits - 1 item						
Check	03/15/2022	7468	US Bank	X	604.21	604.21
Total Cleared Transactions					382.78	382.78
Cleared Balance					-382.78	221.43
Register Balance as of 04/10/2022					-382.78	221.43
Ending Balance					-382.78	221.43

Sierra County Fire Protection District #1
Unpaid Bills Detail
 As of April 17, 2022

Type	Date	Num	Due Date	Aging	Open Balance
AT&T					
Bill	03/20/2022	000017941242	04/26/2022		64.83
Total AT&T					64.83
AT&T- Calpine					
Bill	03/20/2022	000017941244	04/26/2022		20.89
Total AT&T- Calpine					20.89
Ben Edwards					
Bill	04/17/2022	04.17.22	04/27/2022		371.00
Total Ben Edwards					371.00
Ben Hitchcock					
Bill	04/17/2022	04.17.22	04/27/2022		289.10
Total Ben Hitchcock					289.10
High Sierra Gas					
Bill	03/08/2022	105038	04/07/2022	10	252.30
Bill	03/21/2022	106675	04/20/2022		225.42
Bill	03/21/2022	106681	04/20/2022		773.71
Bill	04/06/2022	106991	05/06/2022		99.17
Bill	04/12/2022	111530	05/12/2022		257.37
Total High Sierra Gas					1,607.97
Intermountain Disposal Inc.					
Bill	03/25/2022	72204	04/24/2022		49.14
Total Intermountain Disposal Inc.					49.14
Kelly Champion					
Bill	04/15/2022	04.15.22	04/15/2022	2	2,600.00
Bill	04/17/2022	04.17.22	04/19/2022		170.48
Bill	04/17/2022	1865	05/17/2022		55.00
Total Kelly Champion					2,825.48
Mick Connolly					
Credit	03/15/2022	03.15.22			-181.17
Bill	04/01/2022	04.01.22	04/01/2022	16	1,000.00
Total Mick Connolly					818.83
Mike Cory					
Bill	02/08/2022	02.08.22	04/19/2022		181.17
Total Mike Cory					181.17
Myers-Stevens & Toohey					
Bill	03/14/2022	1377737	05/01/2022		2,320.00
Total Myers-Stevens & Toohey					2,320.00
O'Reilly Automotive					
Bill	03/04/2022	4426342980	04/20/2022		136.41
Bill	03/18/2022	4426346115	04/20/2022		59.78
Bill	03/21/2022	4426346773	04/20/2022		239.02
Total O'Reilly Automotive					435.21
Plumas-Sierra REC					
Bill	03/31/2022	5410	04/21/2022		36.35
Bill	03/31/2022	17453	04/21/2022		169.51
Bill	03/31/2022	2867	04/21/2022		173.80
Bill	03/31/2022	3656	04/21/2022		45.81
Bill	03/31/2022	3310	04/21/2022		36.35
Total Plumas-Sierra REC					461.82

Sierra County Fire Protection District #1
Unpaid Bills Detail
 As of April 17, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Plumas-Sierra Telecommunications					
Bill	03/31/2022	65061	04/21/2022		109.00
Bill	03/31/2022	64988	04/21/2022		109.00
Total Plumas-Sierra Telecommunications					218.00
Rudy Hoyos Repair					
Bill	04/01/2022	04.01.22	04/15/2022	2	600.00
Bill	01/31/2022	01.31.22	04/19/2022		400.00
Total Rudy Hoyos Repair					1,000.00
Sierra Valley Home Center					
Bill	03/02/2022	200573	04/10/2022	7	58.33
Total Sierra Valley Home Center					58.33
Sierraville Public Utilities District					
Bill	03/31/2022	13309	04/30/2022		49.34
Total Sierraville Public Utilities District					49.34
Sierraville Service & County Store					
Bill	03/31/2022	03.31.22	04/30/2022		628.13
Total Sierraville Service & County Store					628.13
Steven Alfred					
Bill	03/29/2022	03.29.22	04/28/2022		1,510.00
Total Steven Alfred					1,510.00
TOTAL					12,909.24

BASIC LIFE SUPPORT NON-TRANSPORT SERVICES

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

THIS AGREEMENT is entered into by and between SIERRA COUNTY FIRE PROTECTION DISTRICT #1, hereinafter referred to as PROVIDER, and NORTHERN CALIFORNIA EMS, INC., a California non-profit corporation, hereinafter referred to as NOR-CAL EMS.

Pursuant to California Health and Safety Code Section 1797.200, Lassen, Modoc, Plumas, Sierra, and Trinity Counties have designated NOR-CAL EMS as the County's local Emergency Medical Services (EMS) agency. NOR-CAL EMS is the Local EMS Agency for a five-county region in northern California including the counties of Lassen, Modoc, Plumas, Sierra, and Trinity.

Pursuant to California Health and Safety Code Section 1797.204, the local EMS agency shall plan, implement, and evaluate an emergency medical services system, consisting of an organized pattern of readiness and response services based on public and private agreements and operational procedures.

Pursuant to California Health and Safety Code Section 1797.204, a local EMS agency, using state minimum standards, shall establish policies and procedures approved by the medical director of the local EMS agency to assure medical control of the EMS system. The policies and procedures approved by the medical director may require basic life support emergency medical transportation services to meet any medical control requirements including dispatch, patient destination policies, patient care guidelines, and quality assurance requirements.

PROVIDER is a public agency that desires to participate in the NOR-CAL EMS Emergency Medical Services (EMS) System by responding to medical emergencies within its jurisdiction.

PROVIDER'S primary response area is PROVIDER boundaries, Sierra County as well as those primary response boundaries contained within the Northern California EMS, Inc. EMS System Plan.

PROVIDER'S Stations are located as follows:

- 84: 129 County Road, Calpine, California
- 83: Sattley Hwy 89-49 & A23
- 82: 102 E Main, Sierraville

PROVIDER'S County office is located at Loyalton, CA

PROVIDER desires a written agreement with NOR-CAL EMS to provide basic life support non-transport services.

THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. Term of Agreement

1.1 This agreement shall, subject to the limitations contained herein, be for an initial term of twenty-four (24) months effective 12:00 AM 4/15/2024. This agreement may be automatically renewed for a successive twenty-four (24) month period with a letter of renewal issued by NOR-CAL EMS within ninety (90) days of the expiration date of the agreement.

1.2 This Agreement may also be terminated as provided in Section 16 of this Agreement.

2. Type of Agreement

2.1 This agreement is for Basic Life Support (BLS) services meaning emergency first aid and cardiopulmonary resuscitation procedures to maintain life without invasive techniques until the patient may be transported or until advanced life support is available.

2.2 This agreement is developed in compliance with the current California Health and Safety Code, California Code of Regulations, Title 22, Division 9, Chapters 1.5, and 2 and NOR-CAL EMS' Policies, Procedures and Protocols.

2.3 PROVIDER agrees to comply with all California laws applicable to providers of prehospital emergency medical services as well as Federal, State and Nor-Cal EMS scope of practice levels commensurate with training, education, and accreditation.

3. Scope of Services/Geographic Area to be Served

3.1 PROVIDER is hereby authorized to provide Basic Life Support Non-Transport Services within the "Primary Service Area" of PROVIDER boundaries as well as those primary response boundaries contained within the Northern California EMS, Inc. EMS System Plan.

3.2 PROVIDER shall provide first response Basic Life Support Non-Transport services to the geographic area described herein on a continuous twenty-four hours per day basis for the full term of this Agreement.

3.3 PROVIDER is assigned to Eastern Plumas Health Care as its Base Hospital, providing medical control as described in the California Health and Safety Code

4. Medical Control and Quality Improvement

4.1 PROVIDER shall provide Basic Life Support Non-Transport Services under the prospective, concurrent, and retrospective medical control of the

NOR-CAL EMS Medical Director.

4.1.1 Medical Control is exercised prospectively through policies, protocols, and training established and approved by the NOR-CAL EMS Medical Director.

4.1.2 Medical Control is exercised concurrently, in real time, by the on-duty Base Hospital Physician at a NOR-CAL EMS-designated Base Hospital.

4.1.3 Retrospective medical control includes monitoring, quality improvement, incident review including after action reports and evaluations, and disciplinary processes conducted by PROVIDER, base hospitals, NOR-CAL EMS, and the California EMS Authority.

4.2 PROVIDER shall maintain a NOR-CAL EMS approved EMS Quality Improvement (QI) Plan and an EMS Quality Improvement Program. The QI Program will identify methods of improving the quality of care provided.

4.3 PROVIDER shall participate in the NOR-CAL EMS System and comply with all applicable State statutes, regulations, and local policies and procedures, including participation in the NOR-CAL EMS Quality Improvement Program.

4.4 PROVIDER shall designate a single point of contact as their QI Coordinator.

4.5 The QI Coordinator or representative shall serve as the primary point of contact for the NOR-CAL EMS Medical Advisory Committee (MAC) and shall attend NOR-CAL EMS MAC meetings.

4.6 PROVIDER will designate a training officer to oversee the required training and orientation of all new and current prehospital personnel employed by PROVIDER. This individual may be the same as the QI Coordinator. PROVIDER will ensure that all employees providing patient care comply with training requirements as established by the State of California and NOR-CAL EMS for their level of certification.

4.7 PROVIDER will maintain training records for personnel utilizing optional scope practices allowed in the NOR-CAL EMS policies/protocols. PROVIDER will submit copies of training records to NOR-CAL EMS upon request.

4.8 PROVIDER shall submit to NOR-CAL EMS, when requested, a report, identifying PROVIDERs clinical and operational performance. PROVIDER will be notified on an annual basis of the reporting requirements and due dates required for the current calendar year.

4.9 PROVIDER agrees that NOR-CAL EMS shall have the right to review, obtain, and copy all records and documents pertaining to the performance of this Agreement. PROVIDER agrees to maintain such records for a period of three years after the date PROVIDER completes its performance of services pursuant to this Agreement.

4.10 PROVIDER will allow inspection of its County office, at any time, by NOR-CAL EMS, with reasonable advance notice, for the purpose of verifying the Provider Agreement, Regulations, and Policies and Protocols compliance.

5. Records

5.1 PROVIDER shall comply with patient care report (PCR) requirements as indicated in the NOR-CAL EMS Documentation Policies.

5.2 PROVIDER shall comply with all NOR-CAL EMS Policies and Procedures related to EMS data.

5.3 PROVIDER shall comply with any request from Nor-Cal EMS for records or pertinent material that may be required in the course of investigations, inquiries or for CQI purposes.

6. Communications

6.1 PROVIDER shall be responsible for its radio and communication system, providing an acceptable and reliable means of communication with local dispatch and the receiving hospital. Radio operation must be within FCC standards utilizing the Med-Net Repeater Frequency and Tone Outline found in the Nor-Cal EMS Policies/Protocols.

7. Equipment, Supplies and Medications

7.1 PROVIDER shall furnish all equipment necessary to provide required BLS non-transport services. PROVIDER shall maintain an inventory of drugs and solutions, medical equipment, and supplies.

7.2 PROVIDER shall maintain and service all bio-medical equipment to manufacturer's recommended specifications. All costs of compliance testing, maintenance and repairs, including parts, supplies, spare parts and inventories of supplies, labor, and costs of extended warranties, shall be at the PROVIDER's expense.

7.3 PROVIDER shall be solely responsible for furnishing equipment and parts for the maintenance of vehicles used by the PROVIDER in the performance of its work.

7.4 All equipment, medical supplies, and communications equipment utilized by PROVIDER shall comply with NOR-CAL EMS policies procedures and protocols.

8. MCI and EMS System Preparedness

8.1 PROVIDER and NOR-CAL EMS shall actively participate in preparing for multi-casualty and mass casualty incidents (MCI) within the NOR-CAL EMS region and the California Office of Emergency Services (Cal-OES) Region III, including medical disaster plan development, MCI, and medical disaster training, equipping, and exercising.

9. Personnel Standards

9.1 PROVIDER shall assure that at all times personnel responding to emergency medical requests shall be currently and appropriately certified to practice in the State of California.

9.2 PROVIDER shall retain on file at all times, a copy of each staff's valid EMS certification and driver's license. PROVIDER will maintain and provide to NOR-CAL EMS a staff roster. Any changes are to be updated within thirty (30) days.

9.3 PROVIDER shall ensure that all EMS staff maintain all certifications and training, including local policies and protocols required by State regulations and NOR-CAL EMS policy.

9.4 PROVIDER is expected to utilize reasonable management practices which ensure that no field personnel will respond to medical calls when their ability to provide medical care is adversely affected by fatigue, illness, or any other cause.

9.5 PROVIDER shall not permit any of its employees, to perform services hereunder while under the influence of any alcoholic beverage, medication, narcotic, or other substance which might impair the employee's physical or mental performance.

10. Fees

10.1 PROVIDER, if applicable, agrees to pay NOR-CAL EMS the annual ambulance provider fee in the amount set forth by the NOR-CAL EMS Board of Directors.

10.2 NOR-CAL EMS shall not be liable for any costs or expenses incurred by PROVIDER as a result of this Agreement. PROVIDER shall bear all costs associated with its provision of services under this Agreement.

11. Privacy

11.1 All applicable laws will be adhered to with regard to patient (i.e., Health Insurance Portability and Accountability Act (HIPAA)) and personnel records' confidentiality.

12. Prohibitions on Sub-Contracting, Transferring or Assigning BLS Authorization

12.1 PROVIDER shall not subcontract with any entity to perform response, patient care, basic life support services, in whole or in part without the express written approval of NOR-CAL EMS. Neither this Agreement nor any interest herein may be transferred or assigned, voluntarily or by operation of law, without the prior written approval of NOR-CAL EMS. Any such prohibited transfer or assignment shall be void.

12.2 PROVIDER may subcontract administrative functions. Subcontracting these services does not relieve PROVIDER from the obligation to continuously comply with all requirements and terms of this Agreement. All subcontractors must comply with the indemnification requirements of Section 13 and the Insurance requirements of Section 14.

13. Indemnification

13.1 The PROVIDER hereby agrees to indemnify, defend, and hold harmless NOR-CAL EMS, and its officers, agents, employees, and employers, to the extent permitted by applicable law, from and against all claims and/or losses whatsoever accruing or resulting to any person, firm or corporation for damages, injuries or death incurred by reasons of any act or failure to act by the PROVIDER or PROVIDER's officers, agents, and employees in connection with the performance of this AGREEMENT.

13.2 NOR-CAL EMS hereby agrees to indemnify, defend, and hold harmless the PROVIDER and its officers, agents, employees, and employers, to the extent permitted by applicable law, from and against all claims and/or losses whatsoever accruing or resulting to any person, firm or corporation for damages, injuries or death incurred by reasons of any act or failure to act by NOR-CAL EMS, its officers, agents, and employees in connection with the performance of this AGREEMENT.

14. Insurance

14.1 PROVIDER has and maintains, at its sole cost and expense, Worker's Compensation and General Liability insurance. General Liability insurance coverage will have a minimum per occurrence limit of the greater of (i) the limit available on the policy, or (ii) one million dollars (\$1,000,000) with NOR-CAL EMS listed as an additional insured. A current copy of the certificate of General Liability insurance will be submitted to Nor-Cal EMS within thirty (30) days of this agreement and annually thereafter.

15. Compliance with Statutes, Regulations, Ordinances, and Policies and Procedures

15.1 All services furnished by PROVIDER under the Agreement shall be rendered in full compliance with all federal, state, and local laws, ordinances, rules, regulations, and NOR-CAL EMS Policies and Protocols.

16. Suspension, Revocation and Termination of Agreement

16.1 Either party may terminate this Agreement by giving 90 days prior written notice to the other party.

16.2 NOR-CAL EMS may deny, place on probation, immediately suspend, or revoke this Agreement for any failure of PROVIDER to comply with applicable policies, procedures, and regulations.

17. Waiver

17.1 No delay or failure to require performance of any provision of this Agreement shall constitute a waiver of that provision as to that or any other instance. Any waiver granted by a Party must be in writing and shall apply only to the specific instance expressly stated.

18. Relationship of the Parties

18.1 Nothing in this Agreement shall be construed to create a relationship of employer and employee, or principal and agent, partnership, joint venture, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of the Agreement.

19. Notices

19.1 All notices required hereunder shall be in writing and served personally or by certified mail, return receipt requested, postage prepaid, or express mail at the addresses shown below:

NOR-CAL EMS
Chief Executive Officer
930 Executive Way, Suite 150
Redding, CA 96002

Provider Agency Info
Sierra County Fire Protection District #1
Administrator / Fire Chief
P.O. Box 255
Sierraville, California 96126

NOW, THEREFORE, it is agreed by and between the parties hereto as follows:

All terms and conditions of this approval are agreed to be binding on NOR-CAL EMS and PROVIDER.

NOR-CAL EMS: NORTHERN CALIFORNIA EMS, INC.

Signature: Donna Stone
Donna Stone, Chief Executive Officer

Date: 4 / 12 / 2022

PROVIDER: SIERRA COUNTY FIRE PROTECTION DISTRICT #1

Signature: Mick Connolly
Provider Agency Signatory

Date: 11 APR / 7 /

Title: Fire Chief

Print Name: Mick Connolly

AGREEMENT RE SIERRA VALLEY METRIC CENTURY

AKA

TOUR DE MANURE

This Agreement is by and between **Sierraville Recreation Association, Inc.**, a California Non-Profit Corporation, (SRA) and **Sierra County Fire Protection District #1**, a Public Agency, (District).

RECITALS

- A. SRA desires to produce, promote, market and sponsor the Sierra Valley Century Ride, aka 2022 Tour de Manure Metric Century, a fund-raising event for the benefit of SRA and District, on June 4, 2022 (Event).
- B. District desires to support the Event by providing use of its premises and support, as hereinafter set forth.

THEREFORE, in consideration of the terms and conditions set forth below, SRA and District agree, as follows:

1) SRA Duties and Performance. SRA agrees to:

- a) Act as sponsor/umbrella organization for the 2022 Tour de Manure Metric Century bicycle Event using its 501 (c) (3) status.
- b) Manage all aspects of the Event including marketing, finance, volunteer procurement, purchasing, solicitation of vendors, and solicitation of donors.
- c) Utilize online registration portal and document all registrants.
- d) Secure execution of Waiver and Release for all registrants, participants and volunteers engaged in the Event.
- e) Procure all necessary permits and licenses for the event, to include Plumas and Sierra Counties, CHP, Alcohol and Beverage Control, or as otherwise required.
- f) Provide a full accounting of all revenue, costs or expenses paid or incurred by SRA for the Event upon conclusion of the Event.
- g) To post TdM sign on Sierraville Fire building.
- h) Sierraville Fire Station #82 shall be returned to pre-Event condition following conclusion of the Event.

2) District Duties and Performance. District agrees to:

- a) Allow use of Fire Station #82 Premises and Equipment Bays for registration of Participants, service of food and beverage, including alcohol subject to permitting, and entertainment purposes incident to the Event.
- b) Allow access to the equipment bays on June 3 for Event preparation/set up and on June 4, 2022 for the Event. Event Director Blide volunteers will be allowed access to the Fire Station, at reasonable times for inventory of materials in advance of and after these dates.
- c) Provide Fire/EMS Volunteers for Event coordination and EMS support to Participants and SRA Volunteers.
- d) Provide apparatus, such as Command Vehicle, Rescue Vehicles and other vehicles to act as SAG Wagons and Patrol/Sweep to support EMS Services for the benefit of the Event.
- e) District shall not charge for its personnel, including Command, Volunteer Fire Fighter or EMS Technician support or efforts.

- f) District agrees to use its communication system, radios and licensed frequencies to coordinate Event activities to be provided by it and its Volunteer Firefighters and Volunteer EMS personnel.
 - g) Provide Day of the Event liaison with other Fire/EMS/Emergency jurisdictions, such as Eastern Plumas Ambulance Service and Health, Beckwourth Volunteer Fire, Loyaltan Fire Department, Sierra County Sheriff and California Highway Patrol.
 - h) Allow use of District logos in connection with the Event, including for marketing materials and purposes.
- 3) Indemnity.** SRA and District mutually agree to indemnify, defend and hold one and another harmless from or on account of any and all claims, demands, causes of action, judgments, costs and attorneys' fees for bodily injury, death or property damage, as may arise from or be related to the intentional acts, negligence or omissions of either Party, their respective principals, directors, officers, agents, employees or volunteers in the performance of the terms and conditions of this Agreement or related, otherwise, to the conduct of the Event.
- 4) Insurance.** SRA and District agree to secure and maintain a policy or policies of comprehensive general liability providing coverage for the Event. Said policy or policies shall be issued by a California admitted insurer with a rating of A- Am Best Rating and shall provide Combined Single Limits for Bodily Injury or Death in the minimum sums of Two Million Dollars (\$2,000,000) and One Hundred Thousand Dollars (\$100,000) for Property Damage. SRA and District shall name one and the other, including their respective, Directors, Staff and Volunteers, Sierra County, Plumas County and Property Owners, adjacent to Fire Station #82 who provide their property for parking of vehicles, as Named Additional Insured under the forgoing insurance required hereby.
- 5) Compensation/Share of Net Proceeds.** Upon conclusion of the Event, SRA shall prepare and deliver an accounting of all Event income, donations, costs and expense, including for Event insurance requirements. It is agreed that the net proceeds of the Event shall be controlled, deposited, used and applied by SRA, which proceeds shall be used solely for charitable or non-profit projects, acquisitions or purposes as the SRA Board of Directors may determine and as permitted by the SRA Mission Statement, Charter and its qualification as a non-profit entity under State or Federal law
- 6) Direct Donations to District.** Should Event participants or others choose to make a direct donation to District, which is collected by SRA, all of such donations shall be delivered to District, along with the identity, mailing address of each Donor.

Dated: _____, 2022

SIERRAVILLE RECREATION ASSOCIATION, Inc.

By: _____

Its, _____

Dated: _____, 2022

SIERRA COUNTY FIRE PROTECTION DISTRICT #1

By: _____

Chair of the Commission



RESOLUTION 2022-03
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SIERRA COUNTY FIRE PROTECTION DISTRICT #1 TO RECOGNIZE THE FOUNDERS OF THE TOUR DE MANURE

WHEREAS, the **Sierraville Sattley Fire and Rescue Service**, an Association of Volunteer Firefighters and community members (SSFRS) has successfully produced, promoted, marketed, and sponsored the Tour de Manure (Tour), a fundraising event for the benefit of District Volunteers;

WHEREAS, the SSFRS has used expended funds from prior Tour events to purchase equipment, apparatus, tools, and to maintain facilities in support of the Volunteers for the Sierra County Fire Protection District #1 (the District) and further plans to continue making such investments;

WHEREAS, the SSFRS has pride in the name and goodwill associated with this Event and wishes to collaborate with others to host a Tour in June of 2022;

WHEREAS, The District is a public agency which owns, manages and operates District facilities, fleet, equipment, radios and radio frequencies used to coordinate the Tour and desires to support a 2022 Tour Event by entering into an agreement with the SRA for the purpose of providing use of its facilities, apparatus, equipment and Volunteer support.

IT HEREBY RESOLVED, as follows:

- a. District recognizes that the SSFRS is a collaborating association of community members and District Volunteers that has successfully organized and conducted the Tour for 11 years and has pride and interest in the Tour event and its associated goodwill.
- b. District agrees to work with SSFRA to create a plan for spending a portion of the net revenue from prior and the 2022 Tour event for District projects or needs identified by the Commission of the District and its Volunteers.
- c. District further approves the Agreement Re Sierra Valley Metric Century, copy of which is attached hereto and does further authorize Shawn Burt, Chairman, to execute the same.

AYES: Commissioners:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Shawn Burt, Chairman

ATTEST: _____
Kelly Champion, District Clerk



RESOLUTION 2022-04

ADOPTING DISTRICT POLICIES AND PROCEDURES

WHEREAS, the Sierra County Fire Protection District desires to repeal its Bylaws, as adopted February 12, 2019 and thereafter amended April 19, 2022, and

WHEREAS, the District further wishes to adopt and replace said Bylaws and the Amendments thereto,

BE IT HEREBY RESOLVED, that the Policies and Procedures, attached as **Exhibit A** are hereby Approved, and Adopted and shall take immediate effect.

BE IT FURTHER RESOLVED, the former Bylaws of the District and all Amendments thereto are hereby repealed.

Passed this 19th day of April, 2022 at the Regular Meeting of the Board of Commissioners by the following Roll Call vote:

AYES: Commissioners _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED: _____
Shawn Burt, Chair

ATTEST: _____
Kelly Champion, District Clerk

Sierra County Fire Protection District #1 Conflict of Interest Policy

The Political Reform Act (Government Code §§ 81000, et seq., hereinafter referred to as the Act) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission ("FPPC") has adopted a regulation (2 California Code of Regulations § 18730) which contains the terms of a standard conflict of interest code, which can be incorporated by reference in an agency's code. After public notice and hearings, it may be amended by the FPPC to conform to amendments in the Act. Therefore, the terms of § 18730 and any amendments to it adopted by the FPPC are hereby incorporated by reference. This regulation and the text here designating officials and employees and establishing disclosure categories shall constitute the conflict of interest code of the District.

The full text of Section 18730, together with any amendment thereto, may be found at:
<http://www.fppc.ca.gov/legal/regs/current/18730.pdf>.

Designated positions shall file statements of economic interests with the District. Upon receipt of the statements, the District shall make and retain a copy and forward the original of this statement to the County Clerk of the Board of Supervisors. Statements of Economic Interests are public records available for public inspection.

DESIGNATED POSITIONS: The designated positions listed below are required to file Form 700 Statements of Economic Interests disclosing certain personal financial interests. These positions are required to file the applicable individual schedules to report investments, business positions, sources of income and interests in real property located in the District's jurisdiction. The applicable schedules to be filed for each position are based on the disclosure category assigned to the designated position.

Designated positions:

Board Member - Category 1; District Counsel – Category 1; General General Manager – Category 1;
Consultant - Category 2

DISCLOSURE CATEGORIES:

Disclosure Category 1: Persons in this category shall disclose:

Interests in real property located entirely or partly within District boundaries, or within two miles of District boundaries, or of any landed owned or used by the District.

Investments or business positions in or income (including gifts, loans and travel payments) from sources that provide, plan to provide, or have provided in the last two years facilities, goods, software, hardware, or services, including consulting services, to the District, or are engaged in the acquisition of real property within the District.

Disclosure Category 2: Persons in this category shall disclose:

Consultants shall disclose pursuant to the broadest disclosure category in the conflict of interest code subject to the following limitation: the District may determine in writing that a particular consultant is hired to perform a range of duties that is limited in scope and, thus, is not required to comply with the full disclosure requirements described above, but instead must comply with more tailored disclosure requirements specific to that consultant. Such a determination shall include a description of the consultant's duties and based upon that description, a statement of the extent of the disclosure requirements.



RESOLUTION 2022-05
ADOPTING CONFLICT OF INTEREST POLICY

WHEREAS, the Sierra County Fire Protection District desires to update and revise its Conflict of Interest Code, and

WHEREAS, the District further wishes to approve and adopt the revised Conflict of Interest Code, copy of which is attached hereto,

BE IT HEREBY RESOLVED, that the Conflict of Interest Policy, attached hereto, is hereby Approved, and Adopted and shall take immediate effect.

BE IT FURTHER RESOLVED, the former Conflict of Interest Code of the District is hereby repealed.

Passed this 19th day of April, 2022 at the Regular Meeting of the Board of Commissioners by the following Roll Call vote:

AYES: Commissioners _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED: _____
Shawn Burt, Chair

ATTEST: _____
Kelly Champion, District Clerk

RESOLUTION 2022-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SIERRA COUNTY FIRE PROTECTION DISTRICT #1 TO APPROVE REIMBURSEMENT POLICY FOR VOLUNTEER SERVICES

WHEREAS, the District has previously adopted a Policy to Reimburse Volunteers for expenses related to Incidents where District anticipates being paid for response by requesting agency;

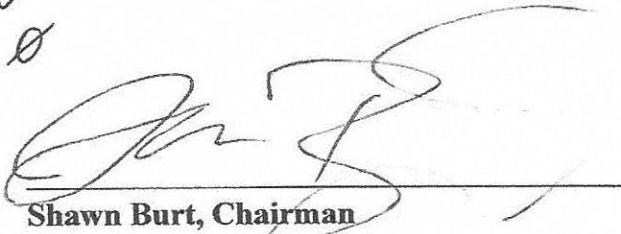
WHEREAS, the Commissioners of the District desire to support and retain its Volunteers and to provide reimbursement when in the discretion of the Board of Commissioners it is appropriate to do so, and

WHEREAS, the Board of Commissioners desire to hereby amend and revise the District Volunteer Reimbursement Policy,

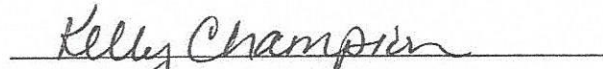
NOW BE IT HEARBY RESOLVED that the Reimbursement Policy for Volunteer Services, attached hereto, is approved and adopted. Passed this 18th Day of January, 2022 at the Regular Meeting of the Board of Commissioners of Sierra County Fire Protection District #1 by the following Roll Call vote:

AYES: 6
NOES: 0
ABSENT: 0
ABSTAIN: 0

APPROVED:


Shawn Burt, Chairman

ATTEST:


Kelly Champion, District Clerk

**SIERRA COUNTY FIRE PROTECTION DISTRICT #1
VOLUNTEER REIMBURSEMENT POLICY**

To the extent that the Sierra County Fire Protection District #1 (the District) has received reimbursement for or confirmation of reimbursement for **Services and Eligible Expenses** provided by its Volunteer(s), the District will, in its discretion, reimburse its Volunteer(s) for such services. Reimbursement shall be at the **Salary Rates** established annually with the California Emergency Management Agency. Those Salary Rates will be used for reimbursement of Volunteers less District's cost of collection.

Eligible Expenses may include, but not necessarily be limited to, reimbursement for mileage, calculated from District Station 82 to the site of providing of services, lodging and meals. Such expenses shall be documented by receipts showing payment by the Volunteer.

To minimize financial impacts to Volunteers, the District may, by action of the Commission, choose to make advanced payments to Volunteers as may be applicable under the following situations.

A. LOCAL INCIDENT OR PREPOSITIONED:

When a Volunteer has been assigned to a Local Incident within District Boundaries or has been Prepositioned within the District, an advancement to reimburse for Salary Rates or Eligible Expenses may be made, in the reasonable discretion of the Commission. Reimbursement shall not exceed 50% of the anticipated and invoiced amount authorized by the Commission if the Commission determines that funds are available to do so.

B. OUT OF DISTRICT INCIDENTS:

When a Volunteer has been assigned to an Incident outside of District Boundaries, advancement for reimbursement will only be made with funds received by the District, which funds have been generated from cost recovery efforts from prior Out of District Incidents. The Commission may authorize an advanced payment in the discretion of the Commission in an amount not to exceed \$2,000 or 50% of the anticipated Salary Rate to be received, whichever is less, at a Regular Meeting of the Commission.

PAYMENT EXPECTATION AND WITHHOLDING:

The District is a Volunteer Organization. Volunteers are normally not reimbursed for their service. Exceptions occur when volunteers are mobilized for reimbursable assistance within the authority, scope, and terms of Cooperative Agreements or under the authority of the CFAA agreement. Since these assignments are normally infrequent and unscheduled, volunteers are cautioned not to expect these assignments as normal income.

The amounts reimbursed for these assignments can be substantial. The District does not withhold State or Federal income tax from these payments. Each Volunteer should be aware that the funds earned from mutual aid assignments are taxable and that the District will generate a **1099-NEC (Non-Employee Compensation)** income form that will document these earnings to the State of California and the IRS. The Commission is not giving tax advice but recommends Firefighters participating in these events should consult a professional tax adviser to determine how much to set aside for taxes so that there will be no unexpected tax consequences. A copy of this policy statement should be given to each Volunteer upon dispersal of their first payment.



FIREWISE USA[®]
RESIDENTS REDUCING WILDFIRE RISKS

Sierraville Firewise Committee

March 17, 2022

Dear SCFPD Board of Directors,

Thank you for allowing me to attend Sierra County Fire Protection District's February 15th board meeting to introduce the Firewise committee recently formed in Sierraville.

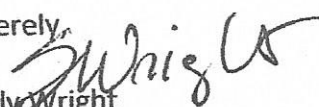
In follow up to my introduction and request for the district's payment processing of the funds allotted for County Firewise educational expenses, I understand the following is requested

- Final action plan developed by Sierraville Firewise Committee (attached)

I would also like to introduce the four Sierraville Firewise Committee board members as follows:

Mike Blide	Member /President
Shelly Wright	Member / Treasurer
Sara Wright	Member / Sierraville Recreation Assn.
Paul Cueto	Member / Liaison in Firewise Outreach

The district's assistance in representing Sierraville Firewise to Sierra Count Auditors office is greatly appreciated.

Sincerely,

Shelly Wright

Sierraville Firewise Action Plan

Year One

Education and Outreach

1. Create information mailer with a call to action and request for contact information. Include a survey asking for input regarding program ideas, interests, and concerns. Include a survey of water suppression sources, sizes, and attachment fittings.
2. Begin quarterly meetings
3. Community Meeting in May outlining this Action Plan and proposing community programs. Introduce volunteer tracking using digital tool. Include brief presentations on County Sheriff's zoning program, Everbridge, CalFire's Ready, Set, GO, and Code Red.
4. Mid-summer meeting with presentation on defensible space in the 0-5 and 5-100 foot zones.
5. Continued use of Facebook Page for communication along with quarterly email Newsletter.
6. Name a regional Firewise liaison to interact with the County's Fire Safe group. The liaison will report to the different Firewise communities about that group's efforts with evacuation planning and fuels reduction.

Home Hardening

1. May meeting: Distribute Home Hardening literature from assorted agencies.

Fuels Reduction

1. Host a community chipping day.
2. Mid-summer meeting: Update public on public fuels thinning projects around Sierraville.

Evacuation Planning, and Wildfire Preparedness

1. May meeting: Have a Go-Bag demonstration.
2. Begin work with Sierra County to develop a Large Animal Evacuation infrastructure.
 - a. Survey citizens about large animal evacuation needs.

Year Two

Education and Outreach

1. May meeting: Wildfire Preparedness Meeting with Agency updates regarding fuels reduction projects.
2. Summer meeting: Have a CalFire representative speak about their inspection program
3. Ongoing Firewise Facebook presence with celebrations of individual's efforts.
4. Ongoing mailing list updating and "newsletter" communication via e-mail.
5. Push for continued use of digital tool for tracking volunteer hours.

Home Hardening

- 1) Conduct a home hardening workshop, using a representative home as a showcase.
 - a) Have a fire demonstration showing different building material's resistance to fire.
 - b) Include soffit vent education
 - c) Education on fire-resistant plants

Fuels Reduction

1. Replicate Chipper Day from Year 1.
2. Organize a Community Work Day with members unable to do the work utilizing local 4-H, sports teams, or other youth groups. Investigate use of County Fire Safe funds for this program.
3. Initiate communication with large private and public owners to assist them in learning about grants for fuels reduction. Identify Firewise liaison to take the lead on this project.
4. Develop contractor list for assisting homeowners with projects (Masticating, etc.). Distribute via e-mail.
5. Develop list of volunteers willing to assist homeowners with fuels projects. Distribute via e-mail.

Evacuation Planning, and Wildfire Preparedness

1. Develop liaison with PSREC regarding transmission line clearances are sufficient.
2. In conjunction with Sierra County Fire Protection District, investigate LDS Evacuation protocol.
3. Consider using town siren for alerts. Establish community education on any changes.
4. Develop a map of fire suppression water sources (tanks, ponds) within the Firesafe boundaries and make available to Fire Agencies.
5. Coordinate a community Practice Evacuation Drill.
6. Develop and distribute printed materials for Large Animal Evacuation protocol.
7. Develop a signage program for local "bootleg campsites" warning of fire danger, fines, and regular patrols.

Year Three

Education and Outreach

1. May Wildfire Preparedness Meeting with Agency updates regarding fuels reduction projects.
2. Create Firewise information Bulletin Board at School or Chamber kiosk.
3. Ongoing push for volunteer hours tracking.

Home Hardening

1. Continued recommending of CalFire's inspection program.
2. Investigate and report on County building codes as they relate to home construction and remodeling.

Fuels Reduction

1. Replicate Chipper Day from Years 1 and 2.
2. Replicate Community Work Day from year 2.

Evacuation Planning, and Wildfire Preparedness

1. May Meeting: Create and implement incentivize program for purchase of compliant address signs.
2. May Meeting: Educate about minimum clearances for property entrances and driveways

Sierraville / Sattley Fire and Rescue Services

Our Financial Support Mission

Sierraville/Sattley Fire and Rescue Services intends to spend the funds in our checking account to enhance and improve the equipment and tools available to the Sierra County Fire Protection District #1 volunteers. We feel a priority is to connect electric service to the well pump at the Sattley property water tanks and fire hydrant. This will ensure the water tanks are full to provide fire suppression and save volunteer hours and fuel from having to fill the tanks with the water tenders. We are willing to pay a percentage of the cost to have this electric service connected.

The budgeted items we are willing to look at for possible purchase are a Battery over Hydraulic 2 stage ram set for Rescue 82. And Rescue tools for Brush 83 - high lift jack, stabilizers and rope set.

We feel it is the Commissioners responsibility to maintain and improve the facilities owned by Sierra County Fire Protection District #1 including purchase and installation of a back-up generator with transfer switch for Sattley Station.

4/5/22