

JACKSON VALLEY FIRE PROTECTION DISTRICT

MEETING OF THE BOARD OF DIRECTORS

*** MINUTES ***

Date: May 13th, 2020 at 7:00 pm

Location: Jackson Valley Fire Protection District

Address: 2701 Quiver Drive, Lone CA

I) Call the Regular Meeting to Order:

The meeting was called to order at 7:00 p.m. by Board Chairman Herfel, additional Board Members present; Cantwell, Brown and Farmer; Thompson was absent. Staff present; Chief Makemson, Assistant Chief Faist, Engineer Byrd, Volunteer Firefighter Rios and Secretary Fogal. Also present Cal Fire's Battalion Chief Nick Webb and Fire Chief Murphy.

II) Approval of Agenda:

Brown moved to approve the Agenda, Farmer 2nd the motion all in favor 4 ayes; Thompson was absent.

III) Public matters not on the agenda:

No discussion.

IV) Approval of the Minutes from the March 11th, 2020 Regular Meeting:

Brown moved to approve the Minutes, Farmer 2nd the motion all in favor 4 ayes; Thompson was absent.

V) Financial reports: Action items: Suggest Action; Discussion and Possible Action

a) Budget Expenditure year to date:

Cantwell reports the revenue is a slightly behind but will be expecting tax revenue to come in and expenses slightly over at this time. Cantwell asked the Board to also review and approve March Bills as no March meeting was held in due to Covid-19. Brown motioned to approve the March Bills, Farmer 2nd the motion all in favor 4 ayes. Thompson was absent.

b) Handling of Finances for JVFPD:

Cantwell provided the Board a written proposal from an accounting service; this service would provide software with support to set up accounts and provide monthly service with regards to payroll processing as well as banking and management reporting. The Board reviewed the proposal and with discussion the consensus was to not make any handing financial changes. Cantwell will look into getting a Voyager Credit Card to use for specific bills to be paid.

c) Payroll and Bills to be paid:

Cantwell said he received a repair bill on engine 6134 for \$2,300.00, also a Life Assist bill for about \$1,100.00, (\$700.00 of this \$1,100.00 due to Covid-19); also paid the County \$3,300.00 for tax collection and paid JVID \$5,700.00 for the Hydrant installed on the corner of Coal Mine and Buena Vista Road.

Brown made a motion to pay the bills as presented farmer 2nd the motion all in favor 4 ayes, Thompson was absent.

d) EBMUD Mitigation:

Cantwell reports we received the first check from EBMUD Mitigation, no resolution has been seen at this time.

e) Audit 2019/2020:

The Audit will be addressed in the end of June 2020.

OLD BUSINESS

VI) Chief's Report: Suggest Action; Discussion and Possible Action:

a) Incident Report:

Chief Makemson reports 36 calls for the month, 28 were medical aids, 4 vehicle accidents, smoke checks and 1 structure fire in Lone. Possible Covid-19 calls are following strict protocol including PPE's and caution with persons responding to the call; if any exposure all staff will be notified. There has been no exposure to the virus at this time.

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The Firehouse is not allowing guest during the pandemic; all staff or board members entering the station have followed the required protocol; sanitizing of shoes and hands, taking persons temperature and a sign in sheet for tracking purposes.

b) Update on Volunteers and Coverage:

We were down 11 days without double coverage, looking to have better coverage next month.

c) Update on Upcoming Training Events:

Training has been cancelled due to Covid-19, planning to start back up on or about June 10th. We have 4 volunteer cadets waiting for training. June 13th and June 14th, there will be a refresher live fire class and hiking, will be mandatory for full time staff.

d) Apparatus/Firehouse Report:

Engine 6134 is going to need a couple of tires, Chief would like to schedule in July.

e) Chiefs' Meeting:

Chief was not available for this meeting.

f) Mutual Aid / Cal Fire:

Chief Makemson reported he spoke with Mountain Valley as well as American Legion and they have done studies regarding calls in our district. All of Jackson Valley Fire Protection District (JVFPD) EMT's and paid volunteers are trained to meet all standards on calls. Both Mountain Valley and American Legion due to statics said we did not needs an ALS Paramedic on every call, this is not protocol.

Chief Makemson said there is a Mutual Aid agreement on all vehicle accidents. On all possible cardiac arrest calls two stations are dispatched to the call.

Chief Webb from Cal Fire spoke to the Board and Chief Murphy a Paramedic with Cal Fire gave a presentation he had prepared explaining the Advanced Life Support (ALS) Service they provided. He shared the training involved and testing to become a Paramedic that provides ALS Service.

Chief Makemson's decision is to continue with current dispatch procedure; Chairman Herfel said there may be more discussion in the future.

VII) Structure/Property Report: Suggest Action; Discussion and Possible Action:

a) Generator: Quotes are on hold due to Covid-19.

VIII) Hydrants and accesses: Suggest Action; Discussion and Possible Action:

No action taken.

IX) Personnel: Suggest Action; Discussion and Possible Action:

a) Staff Evaluations: Engineer Byrd's evaluation is overdue.

b) Personnel Policy: No action.

X) Administrative/ Departmental Matters: Suggest Action; Discussion and Possible Action:

a) Buena Vista Casino Updates: No updates at this time.

b) Building Impact fees: Not update at this time.

c) Map submittals/approvals: No update at this time.

d) Joint Powers Meeting Update: Meeting was cancelled.

e) Interagency Communications to the Board: Not at this time.

f) Special Districts RPA Grant for FEMA Reimbursement:

Cantwell spoke to the Board asking for input on the Grant from FEMA. Based on the possible reoccurring cost in the fall from the pandemic, the Board asked Cantwell to keep the option open and see if our District is impacted in the near future. Cantwell will start the process for filing date to see what is required and report back to the Board.

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NEW BUSINESS: Discussion only:

Chief Makemson shared that JVFPD participated in the celebration of the top 10 Argonaut students with a parade of police and Engines with families and friends driving past the student's homes with sirens and signs celebrating their amazing success!

Adjournment:

Brown motioned to adjourn to the next Regular Meeting, Cantwell 2nd all in favor 4 ayes.
Next Regular Meeting will be held on: Wednesday June 10th, 2020 at 7:00 pm

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