



BOARD MINUTES January 9, 2020

5:30 Installation of Chief Paul Buchter After serving many years as Assistant Chief, as of January 1, 2020, Paul Buchter became SVFPD's Chief. He was officially honored and his badge pinned on January 9th prior to a regular meeting of the Board of Commissioners. Firefighters, the Board, and community members attended the brief ceremony. Chief Buchter will work closely with long-time Assistant Chief Scott Frick.

SCOTT VALLEY FIRE PROTECTION DISTRICT
A California Special District
Siskiyou County, California
P.O. Box 130, Greenview, CA 96037
(530) 468-2170 messages only
Location: Fire Hall, 317 Maple St.
Greenview, CA. 96034
<http://www.scottvalleyfire.com>

Chief Paul Buchter
530-598-7249 pbuchter@live.com

Assistant Chief Scott Frick
530 643-1413
svfiechief1501@yahoo.com

Administrator Nancy Salucci
541 210-4618 joy@mind.net

Board of Commissioners:
Larry Alexander, Chair
Jay Akerman, Vice Chair
Kathleen Williams
Kevin Hullquist
James C. Roseman

Summarized **MINUTES** from a regular Board of Commissioners meeting of Scott Valley Fire Protection District, Greenview, California. The meeting was held on Thursday January 9, 2020 and was opened at 6:00 by Chair Larry Alexander. Present were Vice Chair Jay Akerman and Board members Kathleen Williams, Kevin Hullquist, and James C. Roseman. Chief Paul Buchter, Assistant Chief Scott Frick, and Administrative Officer Nancy Salucci were also present as was Town of Fort Jones Council Member Kate Tasem.

ADJOURN TO CLOSED SESSION: Personnel

RETURN TO OPEN SESSION: 6:26p.m.

REPORT ON CLOSED SESSION: The Board met in closed session to determine 2020 salaries for the new Chief and Assistant Chief and to conduct the annual employee review and salary reevaluation for the Administrative Officer. Salaries were set at: Chief \$800/month; Assistant Chief \$350/month. In the Chief's absence (i.e. in the summer months when the Chief may be unavailable due to his employment by the USFS), the Assistant Chief will be paid at the Chief's rate of \$800/month.

The Administrative Officer's salary was set at \$2858.33/month; \$28/hour overtime rate.

Chair Alexander expressed the Board's desire to "step up as they are able to reward the employees, to show their gratitude, and build into the future." Motion to set 2020 salaries as described above: Motion Roseman/2nd Hullquist. All ayes, passed. All three employees expressed their gratitude and their enthusiasm for collaborating on behalf of the District.

PUBLIC COMMENTS Town of Fort Jones Council Member Kate Tasem said she is "pleased with the city's new Police Department." There are now thirteen members of the Fort Jones Fire Department.

Chief Paul Buchter

New firefighter applications, deletions from roster Removed from roster: Al Buchter retired, Tom Menne inactive, Padilla inactive. Jake Carroll removed from pending roster. Chief Buchter will confer with pending applicants Jesse Kramer and Jacob Howard regarding their qualifications and intentions.

Highlights of recent firefighting activities Nothing to report

Vehicle maintenance Nothing to report

Training/Safety/Injury and Illness Prevention Program monthly report

There were no training sessions in December.

Badges and uniforms for fire personnel Chief Buchter distributed an itemized, cost-comparison sheet for station wear, uniforms, and nomex firefighting gear. After much discussion about what type of gear and when uniforms and badges should be issued, it was decided that Operations will make the decisions. It was reiterated by Commissioner Roseman that badges are an important component of firefighter retention he fully supports the timely purchase of badges and uniforms.

Scott Valley Fire and Rescue Alliance Report There was no meeting in December. Next meeting is scheduled for January 24, 2020. Rick Kolomay, the Alliance's pro-bono consolidation consultant, will be consulting via video conferencing and may visit on an "as needed" basis.

Continuing/New business

- **Social Media:** Firefighter Nick Kraus', Leah Kraus, sister is a professional advertiser who has offered to represent SVFPD for free on all social media platforms and promotions. She lives in Sacramento, but visits Scott Valley frequently. Chief Buchter said this would be "a huge benefit to us." Firefighter Brooklyn Tupman is in school to be a Public Information Officer and offered to assist with SVFPD's media page. Ms. Kraus offered to work together with Tupman. Salucci will contact Ms. Kraus, develop an annual contract. Vice Chair Akerman will send the Facebook login information to Salucci.
- **Thermal Imaging Cameras:** Chief Buchter asked the board to approve purchase of two FLIR K2 Thermal Imaging Cameras \$1222.53 each (price from Amazon.com, \$125.00 savings from other sites). These cameras perform multiple functions on the fire ground. They provide the ability to detect heat in blackout and smoky conditions, through walls, floors and ceilings. The cameras would allow us to serve the community more efficiently, as well as provide an increased level of safety for our firefighters. The FLIR K2 represents the base line model designed specifically for firefighters. The Board agreed the cameras were a necessity and asked Salucci to seek funding from the Dalmatians for this equipment.
- **Cal-Cards for chiefs:** After discussion, it was decided that both Chief Buchter and Assistant Chief Frick would be issued Cal-Cards (Visa) with the same \$5,000 per-month limit that Chief Austin and Procurement Officer Al Buchter have. Commissioner Akerman expressed his concern that SVFPD would have too much financial exposure with four cards "out there." Chief Buchter advised that Al Buchter retain his Cal-Card and continue as Procurement Officer until all items for the 2019-2020 Cal-Fire 50%/50% Volunteer Firefighter Assistance Grant have been purchased. Chief Buchter may ask retired Chief Austin to turn in his card by next month. Salucci was directed to order Visa cards with \$5,000 limits for Chief Buchter and Assistant Chief Scott Frick. Motion Williams/2nd Roseman. All ayes. Passed
- **Strike Team Training Class:** Chief Buchter asked the Board to approve sending Captain Steve Poling to the February 10-14 strike team training in Mather, CA. at a cost of \$165 enrollment, plus all travel expenses. The board approved.
- **Chief's Vehicle:** Chief Buchter reminded the board that it is now mandatory to send a "chaser rig" along with engines and/or water tenders on all strike teams. This needs to be an official department vehicle with equipment, lights and siren, not just a personal vehicle. The Board has agreed and Chief Buchter will resume the search. [The vehicle that was donated to SVFPD last autumn is unsatisfactory and will be auctioned, sold, or donated—per Nov 14, 2019 minutes.] Chief Buchter inquired if we could ask the Dalmatians to fund the new vehicle, since it is equipment. He will resume the search for an appropriate, reasonably priced vehicle.

Assistant Chief Scott Frick

Continuing/new business

- Assistant Chief Frick has been preparing the property for fencing, including removing a tree, berry bushes, and remnants of obsolete plumbing. Pending good weather, the contractor is scheduled to begin the 1st week in February
- Rescue 1540 has moved from French Creek to Firefighter Larry Hicks home. Assistant Chief Frick has asked Firefighter Hicks if he would assume the position of Medical Director. He has not committed to it at this time.
- Apparently many of our current firefighters want to get EMS training. Assistant Chief Frick mentioned a "very strong" team including Firefighters Hicks, Baldwin, Tupman, Nichols, and Frick and is excited about Rescue 1540 being fully staffed.

New/Continuing business Nothing additional to report.

Administrative Officer Salucci

Dalmatians report Financial report from Dalmatians via email: Banner Bank \$10,839.56
Edward Jones \$27,289.50.

Budget transfers Transferred remaining funds from FY 2019-20 strike team pay from State (CalFire) \$8905.21 and Federal (USFS/OES) \$19,926.84 into Salary (Payroll/IRS/EDD) account. All strike team payments from 2019 fires have been received. **Deposits** Received \$50 award from our Fort Jones Parade entry and \$100 donation from M.O. Blaauw. The Board accepted the award and the donation. There were no restrictions on how these funds were to be used. Thank you letters were sent to the FJ Lions Club and Mr. Blaauw.

Approval and payment of bills

Siskiyou County Clerk (election) 59.63
 Nancy Salucci (salary 12/14/19-1/9/20) 1453.59
 Nancy Salucci (reimbursement) 960.90 (Laptop computer for Chief, mileage, internet, fire reporting software)
 Scott Frick (FF dinner supplies) 51.23
 Paul Buchter (salary 1/1to1/9/20) 232.20
 Ben Austin (salary 12/14/19-12/31/19) 413.89
 Cruisemaster Engraving (badge) 108.00
 City of Ft Jones 200.00
 Siskiyou Tel 90.95
 Pacific Power 348.50
 Campora 426.54
 US Bank (for December) 384.09
 US Bank (for January) 237.48
 Mike Wilson (Fall classes) 1500.00
 Scott Frick reimbursement 120.00
 Ben Austin reimbursement 120.00
 Paul Buchter reimbursement 120.00
 Mean Gene's (kerosene) 246.98

Motion to pay bills: Motion to pay December bills Hullquist/2nd Roseman. Four ayes, passed.

Oral communications, correspondence, continuing/new business An invitation to a LAFCO open house in January was distributed.

December 2019 totals per Cal-Fire dispatch records

Veg Fires	Hazmats	Other fires	Medicals	Vehicle Accidents	Public Assists	Others	Total
1	1	1	4	1	1	1	10

	Jan					
Full Strength (goal)	25					
Active firefighters on roster	17					
Inactive firefighters	0					
Firefighters removed from roster	3					
New applications received	0					
Applications pending	2					
Applications distributed	0					
Attended 1st Tuesday drill						
Attended 2 nd Tuesday drill						
Station staffing—Some respond to multiple stations						
Greenview	5					
French Creek	5					
Callahan	3					
Moffett Creek	5					
Scott River	2					
Masterson-Unstaffed, no vehicles						

BOARD REPORTS

Larry Alexander, Chair (Public Information Officer, Grant Procurement, Fire Safe Council Liaison)

Approval of minutes Motion to approve the minutes for the December 2019 meeting, Roseman/2nd Hullquist. Four ayes. Williams abstained due to her absence in December. Passed.

Executive committee report for Scott Valley Fire and Rescue Alliance The committee meetings are no longer regularly scheduled; but, will be held at the request of the chiefs.

Chair Alexander wants to have a face-to-face consultation with County Counsel regarding dual membership consolidation procedures. Administrative Officer Salucci will schedule an appointment.

Oral communication; correspondence; continuing/new business

- Chair Alexander asked the Board for a letter of support for Northern California Resource Center's application for the United Way Northern California (UWNC) grant "to develop an outreach and marketing program to achieve the goal of improving community resiliency through emergency preparedness collaboration and education." If funded, SVFPD may be asked to help; but there is no obligation to do so. The board agreed to offer a letter of support.
- We received a copy of Fort Jones Fire Department's FEMA recruitment and retention grant application. It was hoped that the application and grant would be helpful to SVFPD in applying for future SAFER grants for salaries.
- The fire weather forecast predicts California will be in "dire straits" this coming fire season.

Jay Akerman (Fiscal Oversight/Insurance) Vice Chair

Continuing/New business Vice Chair Akerman said he continues to read the financials from the County Auditor's office although it is difficult to understand their reporting system.

Kathy Williams (Sunshine Committee)

Continuing/New business Commissioners Williams and Hullquist agreed to form a committee to reevaluate the annual holiday firefighters appreciation dinner and the summer BBQ.

Kevin Hullquist (New training facility coordinator)

Report on Greenview Station fencing project See additional report (above) from Assistant Chief Scott Frick. Commissioner Hullquist said the committee decided upon the gate locations, the black fence with a solid bar top. The site is ready to be fenced.

New/Continuing business Nothing new to report

James C. Roseman (Personnel liaison)

Personnel: Chiefs' salaries discussion and up-date for 2020 Discussed in closed session [above].

Administrative Officer annual evaluation Discussed in closed session [above].

New/Continuing business Nothing new to report.

Motion to Adjourn Roseman/ 2nd Akerman. All ayes, passed.

Date

Chair

Administrative Officer