



## SVFPD MINUTES August 10, 2023

Summarized MINUTES from a regular Board of Directors meeting of Scott Valley Fire Protection District, Greenview, California. Chair Larry Alexander opened the meeting on Thursday, August 10, 2023. Present were Directors Kevin Hullquist, Kathy Williams, Scott Frick, and Greg Lindholm, Administrative Officer Nancy Salucci, and Chief Paul Buchter.

**Public Report Period:** None

### 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. 96037

<http://www.scottvalleyfire.com>

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530-598-7249 [pbuchter@live.com](mailto:pbuchter@live.com)

Assistant Chief Steve Poling

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Administrator Nancy Salucci

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#### Board of Directors:

Larry Alexander, Chair

Kathleen Williams

Kevin Hullquist

Scott Frick

Greg Lindholm

### BOARD REPORTS

*Larry Alexander, Chair pro tempore*

**Approval of Minutes** from the July 13, 2023 meeting were approved. Motion: Lindholm/ 2<sup>nd</sup> Hullquist, three aye votes. Abstained: Williams and Frick due to their absence at the July meeting.

**Election of Vice Chair.** Director Frick was nominated and approved as Vice Chair.

**FASIS workers' comp renewal update** Continuing the process to switch our workers' comp provider from FASIS (now FRMS) to SDRMA, County Counsel Dana Barton and Administrative Officer Nancy Salucci collaborated on a letter submitted to FRMS reiterating SVFPD's intent to withdraw and asking on what grounds SVFPD was bound by an agreement we did not sign and if we should approach the FRMS Board. FRMS's reply is anticipated soon.

**Short- & long-range Board plans** Committee report: Chair Alexander and Director Lindholm are working on this topic. Chief Buchter asked to join the committee. All Board members are encouraged to submit ideas to the committee. Current topics are:

1. Paying firefighters
2. Consolidation of SVFPD, FJFD, EtnaFD
3. Projected 5-year budget

**Continuing/New Business** Nothing to report.

*Kathy Williams*

**Dalmatians Report** Banner Bank for June: \$13,634.67, Edward Jones \$19,051.02. Per Dalmatians President, Tina Buchter the Etna Rodeo deposit will likely be between \$2,000-\$3,000. Director Williams continues to send appropriate birthday, sympathy, etc. cards to members. Administrative Officer inquired if there was counseling available for firefighters who experienced line-of-duty traumatic incidents. Chief Buchter explained there is a process in place that includes critical stress debriefing with the Chiefs and professionals.

*Kevin Hullquist*

**Short- & long-range Board plans—Hiring Firefighters for specific jobs** Chief Buchter proposed additions to the Policy and Procedure Manual covering additional as-needed duties for Captains and a new Automotive Service Technician/Mechanic (ASTM) (see attached proposal and job description—to be incorporated into the Policy & Procedure Manual). The ASTM would be an eight-months per year paid position for two crew members beginning in March 2024. It would be a one-year pilot program. Pay rates would be the same as strike team compensation, but, as proposed, would drop to \$19.50/hr after initial 2/hrs. The Board did not agree to this pay-rate drop. In addition, the department would be responsible for approximately 20% overhead for IRS, EDD, and workers' compensation. Chief would approve and finalize all work projects. The ASTM position was approved Motion Frick/2<sup>nd</sup> Lindholm, pending salary details to be approved at subsequent meetings, all ayes. Chief Buchter will investigate getting grants to assist in paying for these positions and inquire who on our roster would be interested and available. Chair Alexander asked about the possibility of hiring firefighters by other agencies, i.e., Watershed Counsel, Shasta RCD, et al. Salucci will confer with the County Tax Collector to determine if SVFPD could instigate a parcel tax to raise money

Greg Lindholm

**Training Center Update**

Director Lindholm spoke with two contractors about our project. Darrel Webster of American Building may submit a bid next week. Lindholm has not yet spoken to Viking and Pacific Metal.

The slab and footings will need to be a separate bid.

No permit has been issued yet, but it is “forthcoming.” Chief Buchter said a conditional use permit may not be needed.

Certifications are needed, i.e., soil analysis. Perhaps we can get a local wet stamp as certification.

Scott Frick (Fiscal Oversight)

Director Frick is investigating options for investing our reserve funds to earn a higher yield rather than through the Siskiyou County Treasury and Investment Services. He will gather more information at the October CSDA Conference.

**Operations reports:**

Assistant Chief Poling (Absent)

Chief Buchter

**Hiring Firefighters for Prevention Projects** (see above under Director Hullquist)

**Respiratory Protection Program** In replacement of our previous policy to require spirometry tests for firefighter applicants, the Chief proposed the Respiratory Protection Program be adopted. Historically, firefighters obtained physicals from ANAV whose machinery became inoperable. We then offered to purchase the machinery for Fairchild Medical Center, but they declined. The 3<sup>rd</sup> option was using Dr. Solis, but his machine was also inoperable. An alternative is “fit testing,” whereby each firefighter is issued a mask that is personally fitted to them. FJFD and CalFire use fit testing. Motion to accept fit testing and the proposed Respiratory Protection Program as part of SVFPD’s policies and procedures: Frick/2<sup>nd</sup> Williams, all ayes, passed.

**Continuing/new business** Monthly payment to FJFD for EMS in south end of Scott Valley. Chief Buchter was assured by FJFD Chief Hess that a separate account has been created so funds donated by SVFPD to FJFD will now go into a separate FJFD account and not into the Town of Fort Jones general fund. It was agreed to reinstate the \$200.00 monthly donation.

Administrative Officer Nancy Salucci

**Banner Bank signatories:** Retired Director, Jay Akerman, needs to be removed from the Banner Bank checking account. Those authorized to sign checks (2 signatures required) continue to be Nancy Salucci and Kathy Williams. Motion to include Kevin Hullquist and remove Jay Akerman: Hullquist/2<sup>nd</sup> Frick. All ayes, passed.

I agree to be removed as a signatory on Scott Valley Fire District’s Banner Bank checking account.

\_\_\_\_\_  
Jay Akerman

\_\_\_\_\_  
Date

**Required Ethics and Anti-Harassment Training** Certifications were verified.

**Annual audit 2021-22 from Smith & Newell** The Governmental Disclosure Checklist and Representation Letter were signed.

**July incidents**

| Vegetation Fires | Vehicle Accident | Structure fires | Other fires | Medicals | Haz Mats | Public Assists | Others | Dispatch Total | Response Total |
|------------------|------------------|-----------------|-------------|----------|----------|----------------|--------|----------------|----------------|
| 4                | 3                |                 | 2           | 15       |          | 2              |        | 26             | 6              |

**Revenue/deposits:** None

**ACH Transfers:** IRS Q2 \$1408.94; EDD Q2 \$128.47; IRS Q4 2021 \$19673.38

**Bills:**

|                      |           |                                  |
|----------------------|-----------|----------------------------------|
| Paul Buchter         | 1137.52   | Salary                           |
| Paul Buchter         | 120.00    | Reimburse internet               |
| Steve Poling         | 1137.52   | Salary                           |
| Steve Poling         | 120.00    | Reimburse internet               |
| Nancy Salucci        | 3302.86   | Salary                           |
| Nancy Salucci        | 274.94    | Mileage/office supplies/internet |
| Nick Kraus           | 500.00    | Reimbursement                    |
| Glade Stebbins       | 200.00    | Reimburse boots                  |
| Bonnie Jespersen     | 250.00    | Bookkeeping Q2                   |
| Josh Frick           | 262.08    | Whitworth Fire                   |
| George Poe           | 218.41    | Whitworth Fire                   |
| Siskiyou Tel         | 92.70     | Utility                          |
| Pacific Power        | 34.28     | Utility                          |
| USBank               | 441.45    | Misc. equipment/supplies/fuel    |
| Fairchild Med Center | 316.00    | Physicals                        |
| FRMS                 | 10,278.00 | Workers' Comp (Q1 quarterly pmt) |
| Ed Steinhoff Repair  | 708.76    | Repairs and parts                |

**Motion to approve the bills Hullquist/2<sup>nd</sup> Frick. All ayes, passed.**

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**Operations Data 2023**

|  | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec |
|--|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|
| Full Strength (goal)                   | 25  | 25  | 25    | 25    | 25  | 25   | 25   | 25  | 25   | 25  | 25  | 25  |
| Active firefighters on roster          | 15  | 15  | 15    | 17    | 17  | 19   | 21   | 21  |      |     |     |     |
| Inactive firefighters                  | 0   | 0   | 0     | 1     | 1   | 0    | 1    | 1   |      |     |     |     |
| Firefighters removed from roster       | 0   | 0   | 0     | 0     | 0   | 0    | 0    | 0   |      |     |     |     |
| New applications received              | 3   | 0   | 1     | 2     | 2   | 0    | 1    | 0   |      |     |     |     |
| Applications pending                   | 3   | 3   | 4     | 2     | 4   | 1    | 2    | 2   |      |     |     |     |
| Attended 1st Tuesday drill             | 15  | 8   | 10    | 7     | 9   | 7    | 6    | 7   |      |     |     |     |
| Attended 2 <sup>nd</sup> Tuesday drill | 8   | 7   | 3     | 14    | 8   | 14   | 8    |     |      |     |     |     |
| Station Staffing: Greenview            | 6   | 6   | 6     |       |     |      |      |     |      |     |     |     |
| French Creek                           | 3   | 3   | 3     | 4     | 4   |      |      |     |      |     |     |     |
| Callahan                               | 1   | 1   | 1     |       |     |      |      |     |      |     |     |     |
| Moffett Creek                          | 8   | 8   | 8     | 9     | 9   |      |      |     |      |     |     |     |

**NEEDED: Up-dates on station staffing.**

Motion to Adjourn Hullquist/ 2<sup>nd</sup> Frick. All ayes, passed.

Date \_\_\_\_\_

Chair \_\_\_\_\_

Administrative Officer \_\_\_\_\_