



## BOARD MINUTES January 14, 2021

**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>

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

Assistant Chief Steve Poling  
530 340-3245  
[stevepoling64@gmail.com](mailto:stevepoling64@gmail.com)

Administrator Nancy Salucci  
541 210-4618 [joy@mind.net](mailto:joy@mind.net)

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

Board recognizes and appreciates the special challenges our firefighters, EMTs, and officers faced this year as they responded to fires throughout California and saw the number of local dispatches triple in 2020 over 2019.

*Chief Buchter*

**Recommendation for appointment of Assistant Chief:** Captain **Steve Poling** was promoted from Captain to Assistant Chief. **Nick Kraus** was promoted to Captain of the Moffett Creek Station and **Josh Frick** was appointed to Captain of the Greenview Station.

**Greenview Station lot line adjustment—County Planning Dept.** After submitting the application for a lot line adjustment, Diane Johnson, Clerk of the County Building and Planning Dept. sent Chief Buchter a letter stating the application was incomplete and we needed to have a title company and an engineer prepare the document. Chief Buchter will follow-up.

**Emergency Fire Recovery—Cost recovery for incident responses** Fort Jones Fire Chief John Shepard spoke with Chief Buchter about E F Recovery, a billing service for fire departments. “At-fault” incidents i.e. down power lines, vehicle accidents, false alarms, arson, etc. to which SVFPD responds could be billed. E F Recovery gleans data from our incident reports and bills the at-fault party’s insurance company. SVFPD chooses who would be billed. The recovered funds are paid directly to us. E F Recovery’s basic fire package fees include a one-time set-up fee of \$1700 plus a \$500 training fee. According to Chief Shepard, this can be a good revenue stream. Administrator Salucci noted that SVFPD pays \$925/year to Emergency Reporting for NFIRS reporting software and Chief Buchter said that may be included in the E F Recovery package. Chief Buchter will investigate further.

Summarized **MINUTES** from a regular Board of Commissioners meeting of Scott Valley Fire Protection District, Greenview, California. The meeting was held on Thursday, January 14, 2021 and was opened at 5:00p.m. by Chair Larry Alexander. Present were Vice Chair James C. Roseman, and board members Kathleen Williams and Kevin Hullquist (departed 6:00p.m.), plus Chief Paul Buchter, Administrative Officer Nancy Salucci, Retired Chief Benny Austin, and Retired Assistant Chief Scott Frick.

**PUBLIC COMMENTS** Veronica Rasmussen, Angela Raynoso, and Jeremy Rose from Quartz Valley Indian Reservation (QVIR) spoke in support of implementing an updated Memo of Understanding between QVIR and Scott Valley Fire Protection District. The matter is continued for further review. All questions are to be filtered through Chief Buchter.

**Appointment of new board member Scott Frick to replace Jay Akerman** By a unanimous vote, Retired Assistant Chief Scott Frick was appointed and sworn in as a Board Member with his term running from January 14, 2021 through December 1, 2023.

**CLOSED SESSION Personnel.** Annual employee evaluations were conducted for Chief Buchter and Administrative Officer Nancy Salucci. Both were given 5% raises and praised for their fine work and dedication in this challenging year. A Fiscal Committee was established with members Williams, Roseman, and Frick to handle future employee evaluations and ensure fiscal sustainability. Another pending personnel matter is being handled under the guidance of County Counsel.

With COVID-19 regulations precluding SVFPD from hosting the annual Firefighters Appreciation Dinner, it is hoped that we can have a BBQ in May or June 2021. The

**New firefighter applications, deletions from roster** Several inactive members were removed from the roster as of January 1, 2021. One application is still pending review and approval by the Board.

**Closure of Masterson Road Station** Chief Buchter asked to close the Masterson Rd. station which we haven't used for many years. We have no vehicles that will fit into the small barn. Salucci will send a letter of intent to Newton and Newton Law Firm 300 Main Street, Yreka.

**Inspection of local businesses and building projects** Chief Buchter raised questions about his obligation to conduct inspections at day care and nursing home facilities, new construction, etc. and thinks we should consider charging for these services. Fire safe certifications are now required for home sales. These may be a service SVFPD could provide. CalFire conducts defensible space and fire preparedness inspections at no cost. Chief Buchter is trying to come up with ways to ameliorate the issues of closing stations (Eastside, Scott River, and now Masterson Road).

**Update on status of "chaser" vehicle for strike team participation** "The engine is toast," explained the American Diesel mechanic. The vehicle needs either a new engine or the cylinders replaced. Chief Buchter agreed to replace the engine at a cost of \$8600 or less. Administrator Salucci reminded the board that the Dalmatians agreed to pay for this.

**Training/Safety/Injury and Illness Prevention Program monthly report** No trainings were held in December due to the holidays. This week's safety talk focused on COVID precautions. There have been no injuries.

**Continuing/New business** Pat Titus from OES will be the speaker at the chief's Association meeting this Saturday.

*Administrative Officer Salucci*

**Monthly revenue deposits, approval and payment of bills:** Deposits: \$4639.45 and \$4808.16 from Shakleford fire. Budget transfers: 1. Transfer \$4300 from State Other (Cal-Fire strike team pay) into Workers' Comp for Q3 2020-21. 2. Transfer \$3000 from "Donations from Others" to cover authorized Rural Development Grant purchases. 3. Transfer \$57,000 from Federal Other (USFS/OES strike team pay) into Regular Wages to cover 2020 Q4 IRS & EDD payments. 4. Transfer \$10,000 from Other Government Income to purchase CalFire Foundation's grant of authorized equipment. 5. Transfer \$40,000 from Contingency Fund to cover current equipment and continuing expenses.

**Dalmatians Financial Report** Edward Jones and Banner Bank investments combined: \$31,826.11.

**Grant application for solar-powered water fill sites** The Community Power Resiliency Allocation to Special District Program grant application was submitted to OES for \$261,000 for five solar-powered water fill sites throughout Scott Valley. There is no notification of award date in the Request for Proposal.

**Approval and payment of January 2021 bills**

|                   |           |  |
|-------------------|-----------|--|
| City of Ft Jones  | 200.00    | Support for medical runs north end of valley     |
| Siskiyou Tel      | 91.81     | Utility  |
| Pacific Power     | 306.25    | Utility  |
| US Bank           | 7698.06   | Misc equipment and fuel purchases                |
| Nancy Salucci     | 490.06    | Reimburse office expenses, software, and mileage |
| Nancy Salucci     | 2333.62   | Salary   |
| Paul Buchter      | 775.74    | Salary   |
| Paul Buchter      | 120.00    | Reimburse internet                               |
| Cross Connections | 28,164.22 | Radios & equipment                               |
| Cascade Fire      | 4445.51   | Equipment  |
| Mean Genes        | 830.47    | Kerosene   |
| FASIS             | 5467.00   | Workers' comp Q3                                 |
| IRS               | 35,554.08 | Q4 payroll taxes                                 |
| EDD               | 6408.21   | Q4 payroll taxes                                 |

Motion to pay bills Williams/2<sup>nd</sup> Roseman. 4 ayes, 1 absent. Motion passed.

**Oral communications, correspondence, continuing/new business** Nothing new to report

**November 2020 totals per Cal-Fire dispatch records**

| Veg Fires | Structure fires | Other fires | Medicals | Vehicle Accidents | Public Assists | Others | Total |
|-----------|-----------------|-------------|----------|-------------------|----------------|--------|-------|
| 0         | 0               | 5           | 19       | 3                 | 0              | 4      | 31    |

**December 2020 totals per Cal-Fire dispatch records**

| Vegetation Fires | Structure fires | Other fires | Medicals | Haz Mats | Public Assists | Others | Total |
|------------------|-----------------|-------------|----------|----------|----------------|--------|-------|
| 0                | 0               | 1           | 19       | 1        | 2              | 3      | 26    |

**2020 year-end totals per Cal-Fire dispatch records (3x number of incidents than in 2019)**

| Veg Fires | Structure fires | Other fires | Medicals | Vehicle Accidents | Public Assists | Others | Haz Mat | Total |
|-----------|-----------------|-------------|----------|-------------------|----------------|--------|---------|-------|
| 39        | 8               | 38          | 212      | 20                | 15             | 20     | 4       | 356   |

**Operations Data--Awaiting input from Captains re station staffing**

|  | Jan | Feb | Mar | April | May | June | July | Aug | Sept | Oct | Nov | Dec |
|--|-----|-----|-----|-------|-----|------|------|-----|------|-----|-----|-----|
| Full Strength (goal)                   | 25  |     |     |       |     |      |      |     |      |     |     |     |
| Active firefighters on roster          | 17  |     |     |       |     |      |      |     |      |     |     |     |
| Inactive firefighters                  | 1   |     |     |       |     |      |      |     |      |     |     |     |
| Firefighters removed from roster       | 0   |     |     |       |     |      |      |     |      |     |     |     |
| New applications received              | 0   |     |     |       |     |      |      |     |      |     |     |     |
| Applications pending                   | 1   |     |     |       |     |      |      |     |      |     |     |     |
| Applications distributed               | 0   |     |     |       |     |      |      |     |      |     |     |     |
| Attended 1st Tuesday drill             | 11  |     |     |       |     |      |      |     |      |     |     |     |
| Attended 2 <sup>nd</sup> Tuesday drill |     |     |     |       |     |      |      |     |      |     |     |     |
| Station Staffing: Greenview            |     |     |     |       |     |      |      |     |      |     |     |     |
| French Creek                           |     |     |     |       |     |      |      |     |      |     |     |     |
| Callahan                               |     |     |     |       |     |      |      |     |      |     |     |     |
| Moffett Creek                          |     |     |     |       |     |      |      |     |      |     |     |     |

**BOARD REPORTS**

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

**Approval of minutes** Motion to approve the minutes for the November, 2020 meeting, Roseman/2<sup>nd</sup> Williams. Alexander voted aye. Frick abstained. Hullquist absent. Motion passed.

**Oral communication; correspondence; continuing/new business** Nothing new to report.

*James C. Roseman (Vice Chair, Personnel liaison)*

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

*Scott Frick*

**New business** Nothing to report

*Kathy Williams (Sunshine Committee)*

**Continuing/New business** Williams announced that SVFPD won first place in the Fort Jones holiday parade and presented the board with a check for \$50.00. She also presented a \$100 donation from Joseph and Virginia Church of Greenview in memory of Captain Fred Williams.

SVFPD Minutes  
January 14, 2021

*Kevin Hullquist (New training facility coordinator)*  
**New/Continuing business** Absent

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

Date \_\_\_\_\_

\_\_\_\_\_  
Chair

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

DRAFT