

Nevada County Consolidated Fire District

640 Coyote Street
Nevada City, CA 95959
(530) 265-4431
FAX 265-4438



www.nccfire.com
nccfire@nccfire.com

BOARD OF DIRECTORS

Keith Grueneberg, President
Patricia Nelson, Vice President
Barry Dorland
Tom Carrington
Spencer Garrett
Jon Hall
Marianne Slade-Troutman

STAFF

Jim Turner, Fire Chief
Pat Sullivan, Division Chief
Patrick Mason, Fire Marshal
Kevin Greene, Fleet and Facilities Supervisor
Nicole Long, Administrative Services Manager
Kaitlin Purvis, Finance Administrative Assistant
Tricia Bush, Administrative Services Assistant

BOARD OF DIRECTORS REGULAR MEETING- AMENDED AGENDA THURSDAY, AUGUST 18, 2022– 7:00 PM

NEVADA COUNTY CONSOLIDATED FIRE DISTRICT, 11329 MCCOURTNEY ROAD, GRASS VALLEY, CA 95949

◆—————◆

Pursuant to Governor Gavin Newsom’s Executive Order pertaining to the convening of public meetings in response to the COVID-19 pandemic, the Nevada County Consolidated Fire District will hold its regularly scheduled meeting. This meeting is open to in-person attendance. To remain in compliance with the state public health guidance, face coverings are strongly recommended to be worn by all individuals while indoors. The Public’s and Employee’s health and well-being are the top priority for the Board of Directors of the Nevada County Consolidated Fire District, and you are urged to take all the appropriate health safety precautions.

Nicole Long, Board Secretary
(530)265-4431
nicolelong@nccfire.com

The Board of Directors welcomes you to its meetings and your participation is encouraged and appreciated. Any Member of the Audience desiring to address the Board on a matter appearing on the Agenda, before or during consideration of the item, may do so after receiving recognition from the presiding officer. In order that all interested parties have an opportunity to speak, please limit your comments to the specific item under discussion. For further rules on public comment and other matters, please see the last page of this agenda.

NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Clerk of the Board for further information.

All items posted on the agenda, including under correspondence, may be acted upon by the Board of Directors. However, matters under committee reports and department manager's reports may be briefly addressed by the Board or Staff, but no action or discussion shall be undertaken on any item not appearing on the posted agenda. (GC 54954.2)

The Board of Directors may hold a Closed Session as the agenda schedule permits.

STANDING ORDERS:



- 7:00 p.m. Call to Order
- Roll Call
- Pledge of Allegiance to the Flag
- Corrections and/or deletions to the agenda

***PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Per CA Government Code 54954.3

This is the time for any member of the public to address the Board on any item not on this Agenda that is within the subject matter jurisdiction of the NCCFD Board. Please wait for recognition from the presiding officer. The Board generally cannot act on or discuss an item not on the agenda. However, the Board may "briefly respond" to comments or questions from the members of the public. Please see the rules for public comment at the end of this agenda.

CONSENT CALENDAR

These items are considered to be routine and may be enacted by one motion by the Board of Directors. There will be no separate discussion of these items. If discussion is desired, any board or staff member or interested party may request that an item be removed from the Consent Calendar to be considered separately.

1. Acceptance of Minutes – July 21, 2022
2. Fund Balances, Check History Report and Credit Card History Report

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman
PERSONNEL: Carrington, Garrett, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg
CONSOLIDATION: Grueneberg, Dorland, Carrington

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

NEW BUSINESS

3. Discussion and possible action, Senate Bill 1205 Annual Inspection Compliance Report 2021/2022. **Fire Marshal Mason**
4. Discussion and possible action, Resolution R22-24, Amending the District Staffing Roster to add the position below: **Fire Marshal Mason**
 - Non- Safety Fire Prevention Officer I
5. Discussion and possible action, Resolution R22-25, Updated Authorized Personnel for the 2022/2023 fiscal year. **Fire Chief Turner**
6. Discussion and possible action, Resolution R22-26, 2022/2023 Fiscal Year District Wage and Compensation Schedule Update. **Admin. Svcs. Long**
7. Discussion and possible action, Resolution R22-27, Authorizing the Execution and Delivery of an Installment Sale Agreement and Authorizing and Directing Certain Actions in Connection with the Acquisition of a Water Tender. **Admin. Svcs. Long**
8. Discussion and possible action, Development Nexus and Impact Fee Study RFP. **Admin. Svcs. Long**

9. Discussion and possible action, Resolution R22-28, Accepting the Bid from the Winning Bidder for Replacement of Siding and Repainting the Exterior of Station 86 and Designating an Agent to Sign Documents on Behalf of the District. Fleet & Facilities Supervisor Greene
10. Discussion and possible action, Board Secretary Appointment. President Grueneberg
11. Discussion and possible action, Fire Chief Recruitment Update. President Grueneberg

CHIEF'S MONTHLY REPORT

***BOARD DISCUSSION**

ADJOURNMENT



Board Meeting Schedule

All Regular Board Meetings will take place on the third Thursday of the month.

Copies

Copies of the agenda documents relative to an agenda item may be obtained at the Administrative Office, 640 Coyote Street, Nevada City, CA 95959, at a cost of \$1.00 dollar per page.

Board Meeting Notices

This Regular Meeting Agenda was posted 72 hours in advance of the meeting at the following locations: Nevada County Consolidated Fire District: Administration Office, 640 Coyote Street, Nevada City; Station 86, 12337 Banner Lava Cap Rd, Nevada City; Station 88, 14400 Golden Star, Grass Valley; Station 89, 11833 Tammy Way, Grass Valley; and on our website address at <http://www.nccfire.com>. Our e-mail address is nccfire@nccfire.com.

Rules Applying to Public Comments (as provided by CA Government Code Section 54954.)

A. Members of the public wishing to address the Board upon any subject within the jurisdiction of the Nevada County Consolidated Fire District may do so upon receiving recognition from the presiding officer at the appropriate time. You may address the Board on any agenda item prior to Board Action. If you wish to address the Board on an item not on the agenda, you may do so during the General Public Comment period. Understand that no action may be taken on an item not on the agenda.

— Where necessary for the orderly operation of the meeting, the presiding officer may limit public comment during the public comment period or public hearing to no more than five minutes per individual.

B. After receiving recognition, please stand and state your name, as all meetings are being taped. Note that stating your name is a voluntary act and is not required.

C. Members of the public may submit written comments on any matter that is listed on the agenda or for general public comment. You may submit written comments on any matter by U.S. Mail addressed to 640 Coyote Street, Nevada City, CA 95959 or by e-mail to nicolelong@nccfire.com. For comments to be read at the meeting and entered into the minutes they must be received no later than 8:00 a.m. on the morning of the noticed meeting.

D. All documents to be presented to the Board of Directors shall be given to the Secretary of the Board for distribution (original and seven copies) prior to the Call of Order of meeting.

DRAFT
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BOARD OF DIRECTORS MINUTES July 21, 2022

Regular Meeting held at
11329 McCourtney Road, Grass Valley, CA 95949

NCCFD DIRECTORS

Present: Grueneberg (President), Carrington, Dorland, Garrett, Hall, Nelson, Slade-Troutman

STAFF:

Present: Fire Chief Turner, Division Chief Sullivan, Fire Marshal Mason, Battalion Chief Sunde, Fleet and Facilities Supervisor Greene.

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting all directors were present. Fire Marshal Mason led in the pledge of allegiance.

***PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Per CA Government Code 54954.3

No public comment.

CONSENT CALENDAR

1. Acceptance of Minutes – June 16, 2022
2. Fund Balances, Check History Report and Credit Card History Report

Director Slade-Troutman motioned to accept the consent calendar. Director Dorland seconded. **MOTION** passed unanimously.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

CONSOLIDATION: Grueneberg, Dorland, Carrington

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – None

Personnel – None

Board Policy & Procedures – None

Consolidation – None

JPA – None

NEW BUSINESS

1. Discussion and possible action, Deer Creek/ Incline Shaft Easement

Terra Saxton requested to formally realign the districts access easement to Deer Creek from Incline Shaft Road. She stated that it is 1,000 feet closer, wider, and smoother for all involved including getting fire apparatus through. This was confirmed by Fire Marshal Mason. Director Garrett motioned to formally realign the districts access easement to Deer Creek from Incline Shaft Road. Director Hall seconded. **MOTION** passed unanimously following a roll call vote.

2. Discussion and possible action, Resolution 22-20, 2022/2023 Fiscal Year District Wage and Compensation Schedule.

Chief Turner reported this resolution is required when adopting a wage and compensation schedule. This reflects the wages approved in the MOU and the me-too clause. Director Dorland motioned to adopt Resolution 22-20, 2022/2023 Fiscal Year District Wage and Compensation Schedule. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote.

3. Discussion and possible action, Resolution 22-21, Establishing Designation of Applicant's Agent Resolution for Non-State Agencies.

Administrative Services Long reported it is a requirement through the Office of Emergency Services for reimbursement to help recover costs from any disasters they deem as such, COVID and the winter storms are examples. Director Nelson motioned to adopt resolution 22-21, Establishing Designation of Applicant's Agent Resolution for Non-State Agencies. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote.

4. Discussion and possible action, Resolution 22-22, Transfer \$55,000.00 from Fund 734 to Fund 722.

Administrative Services Long reported this transfer is one of several done each year. The District has received the June 2022 installment, leaving a balance of \$58,038.64. Director Carrington motioned to adopt Resolution 22-22, Transfer of \$55,000.00 from Fund 734 to Fund 722. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote.

5. Discussion and possible action, Resolution R22-23, Resolution Designating an Agent of the Board to sign documents on behalf of the District with Rosenbauer.

Chief Turner reported during the June 7, 2022 Special Board Meeting, there was discussion regarding purchasing a new water tender. Fleet and Facilities Supervisor Greene verbally reviewed his staff report, recommending the purchase of a 2023 Rosenbauer Tanker and designating him to sign the necessary documents. Director Garrett motioned to adopt Resolution 22-23, Resolution Designating an Agent of the Board to sign documents on behalf of the District with Rosenbauer. Director Hall seconded. **MOTION** passed unanimously following a roll call vote.

6. Discussion and possible action, Fire Chief Recruitment Update

President Grueneberg stated they interviewed 8 candidates. The Board will send out questionnaires to the Top 3 candidates. The Top 3 candidates will then complete a 2nd interview.

CHIEF'S MONTHLY REPORT

Division Chief Sullivan verbally reviewed his report highlighting there were 266 calls for service, which included 4 structure fires, 3 vegetation fires and 3 vehicle accidents which included extrication.

Annual wildland training was completed by all engine companies and Strike Team Leader & Overhead training was completed.

All new full-time firefighters are in place at Station 84, seasonal firefighters are at Stations 88 and 89. This makes these 3 stations 3-0 staffed.

The two thermal imaging cameras that were donated from the Law Enforcement Fire Council have been received and placed in service.

Fire Marshal Mason reported he held several public education events, including fire extinguisher training, first aid training and Station 84 had a visit from Little Friends Daycare. He also attended several meetings throughout the month and performed 11 cannabis inspections.

***BOARD DISCUSSION**

Chief Turner reported that Terry McMahan would be recognized at the Board of Supervisors meeting, Tuesday, July 26th at 9:00am. The board discussed that it would be nice for them to attend and show their support.

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:32 p.m.

Attest:

Approved by:

Nicole Long
Board Secretary

Keith Grueneberg
President of the Board

**Nevada County Consolidated Fire District
Fund Recap & Cash Balances
July 2022**

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash ¹	2,257,545	1,321,736	97,900	58,037	877,271	4,612,489
Revenues	100,930	-	8,316	-	-	109,246
Expenditures	(1,441,864)	-	(2,304)	-	(17,415)	(1,461,583)
Other Inc/Expense	(9,755)	-	-	(55,000)	-	(64,755)
Other Activity ²	57,743	-	688	-	69	58,500
Ending Cash ¹	964,599	1,321,736	104,600	3,037	859,925	3,253,897

¹ Includes Well Fargo

² Reconciling items, prior period adjustments

**Nevada County Consolidated Fire District
Operating Fund 722
July 2022**

	<u>Jul 22</u>	<u>Jul 22</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4000 · Taxes & Assessments				
4010 · Current Secured			3,544,420	
4020 · Current Unsecured	14	14	50,758	0%
4030 · Prior Unsecured	13	13	2,296	1%
4040 · Supplemental Secured	2,202	2,202	47,344	5%
4050 · Supplemental Unsecured	98	98	8,598	1%
4060 · Supplemental Prior Unsecured			388	
4110 · Special Assessment	49	49	2,202,364	0%
4150 · Special Tax of 2012			1,022,791	
4151 · Special Tax 2012 (transfer in)	55,000	55,000		
4230 · State Homeowners			24,888	
4240 · State Public Safety Prop 172	42,096	42,096	388,019	11%
Total 4000 · Taxes & Assessments	<u>99,472</u>	<u>99,472</u>	<u>7,291,866</u>	<u>1%</u>
4500 · Reimbursements				
4510 · Strike Team			75,000	
4540 · Vehicle Repair			5,000	
4550 · Cost Recovery	326	326	3,000	11%
4690 · Other Reimbursements	20	20	50,960	0%
Total 4500 · Reimbursements	<u>346</u>	<u>346</u>	<u>133,960</u>	<u>0%</u>
4800 · Other Revenue				
4810 · Inspections & Permits	207	207	7,500	3%
4812 · Plan Reviews	888	888	12,000	7%
4820 · Interest & Finance Charges	17	17	22,000	0%
4830 · Rentals			3,240	
4840 · Other Current Services			3,000	
Total 4800 · Other Revenue	<u>1,112</u>	<u>1,112</u>	<u>47,740</u>	<u>2%</u>
Total Revenues	<u>100,930</u>	<u>100,930</u>	<u>7,473,566</u>	

Nevada County Consolidated Fire District Operating Fund 722 July 2022

Expense	Jul 22	Jul 22	Budget	% of Budget
5000 · Wages & Benefits				
5100 · Wages				
5111 · Chief / Dep. & Div. Chief (2.5)	38,745	38,745	322,361	12%
5113 · Battalion Chief (3)	38,724	38,724	350,039	11%
5114 · Fire Marshal / DFM (2)	15,251	15,251	248,147	6%
5121 · Captains (9)	98,704	98,704	872,937	11%
5122 · Lieutenants (6)	52,128	52,128	467,539	11%
5123 · Firefighter (12)	74,467	74,467	736,903	10%
5131 · Supplemental / Seasonal FF	18,496	18,496	157,277	12%
5132 · PCF / Reserve FF			4,800	
5141 · Clerical (3)	19,052	19,052	203,691	9%
5145 · Fire Mechanic (1.5)	16,506	16,506	149,089	11%
5151 · Overtime	70,650	70,650	501,048	14%
5153 · Additional Overtime Staffing			18,503	
5155 · EPSL Overtime	2,139	2,139		
5161 · Strike Team	67,610	67,610		
5165 · Strike Team Backfill	16,602	16,602		
5171 · Holiday Stipend	7,299	7,299	80,105	9%
5173 · Vacation / CTO Buy Back	8,762	8,762	115,589	8%
5185 · Directors	600	600	4,500	13%
Total 5100 · Wages	545,735	545,735	4,232,528	13%
5500 · Payroll Taxes				
5511 · Medicare Employer Tax	7,410	7,410	61,406	12%
5512 · Soc Security Employer Tax	37	37	887	4%
5521 · SUI Employer Tax	588	588	5,637	10%
Total 5500 · Payroll Taxes	8,035	8,035	67,930	12%
5700 · Benefits				
5711 · Pension	569,666	569,666	1,275,577	45%
			<i>Annual UAL Lump Sum Payments Made</i>	
5731 · Health Insurance	57,645	57,645	772,464	7%
5735 · Life Insurance	62	62	14,400	0%
5751 · Workers Comp Insurance	186,453	186,453	210,060	89%
			<i>Annual Estimated Payroll 22/23 Worker's Compensation Payment</i>	
Total 5700 · Benefits	813,826	813,826	2,272,501	36%
Total 5000 · Wages & Benefits	1,367,596	1,367,596	6,572,959	21%

Nevada County Consolidated Fire District Operating Fund 722 July 2022

	Jul 22	Jul 22	Budget	% of Budget
6000 · Personnel Related				
6010 · Clothing / PPE				
6011 · Uniforms	2,052	2,052	31,480	7%
6021 · Personal Protective Equip	1,263	1,263	35,000	4%
6031 · Safety & PPE (per MOU)	15,219	15,219	32,130	47%
	<i>July Uniform Allowance</i>			
Total 6010 · Clothing / PPE	18,534	18,534	98,610	19%
6100 · Food / Meals				
6111 · Meals - Administration	48	48	1,300	4%
6113 · Meals - Fire	166	166	1,000	17%
6114 · Meals - Interns			15,411	
Total 6100 · Food / Meals	214	214	17,711	1%
6200 · Training / Fitness				
6211 · Wellness Program			31,660	
6213 · Fitness Program			4,710	
6221 · Tuition - Safety Personnel	(231)	(231)	30,000	(1%)
	<i>Refund for cancelled course</i>			
6232 · Travel Expense			10,000	
6241 · Training Materials			2,500	
6246 · Public Safety Training Center			1,000	
6261 · Licenses & Certificates	(11)	(11)	2,500	(0%)
6271 · Training - Administration			8,500	
Total 6200 · Training / Fitness	(242)	(242)	90,870	(0%)
Total 6000 · Personnel Related	18,506	18,506	207,191	9%
6500 · Facility & Equipment Related				
6510 · Communications				
6511 · Telephones	1,377	1,377	19,260	7%
6521 · Mobile Phones	652	652	15,500	4%
Total 6510 · Communications	2,029	2,029	34,760	6%
6550 · Station				
6551 · Supplies & Services - Stations	496	496	24,760	2%
Total 6550 · Station	496	496	24,760	2%
6610 · Insurance				
6611 · Liability			26,887	
6621 · Property			22,289	
Total 6610 · Insurance			49,176	
6650 · Maintenance				
6681 · Facility Maint & Improvements	2,006	2,006	145,000	1%
Total 6650 · Maintenance	2,006	2,006	145,000	1%
6700 · Medical Supplies				
6716 · EMS Supplies	1,025	1,025	18,500	6%
Total 6700 · Medical Supplies	1,025	1,025	18,500	6%
6750 · Apparatus Equipment				
6751 · Hose			22,000	

Nevada County Consolidated Fire District Operating Fund 722 July 2022

	Jul 22	Jul 22	Budget	% of Budget
6756 · Ladders			1,553	
6761 · Suppression Equip/Small Tools	541	541	7,500	7%
6766 · Power Tools & Equipment			7,902	
6771 · Pump Testing			4,337	
6776 · Mobile Communications	2,219	2,219	5,800	38%
			<i>Includes 10% of cost from remaining 2021/2022 Grant Share</i>	
6781 · Technical Rescue Equip	210	210	13,000	2%
6786 · SCBA Repair & Maintenance	175	175	8,500	2%
6796 · Drone			412	
6798 · Utility Terrain Vehicle			1,500	
Total 6750 · Apparatus Equipment	3,145	3,145	72,504	4%
6800 · Utilities				
6811 · Alarm	165	165	1,500	11%
6821 · Electricity / Gas	5,126	5,126	56,170	9%
6831 · Propane	49	49	13,924	0%
6841 · Trash	382	382	3,600	11%
6851 · Water / Sewer	572	572	11,487	5%
Total 6800 · Utilities	6,294	6,294	86,681	7%
6900 · Capital Expenditures				
6941 · Admin Office Equipm & Computers	110	110	27,125	0%
Total 6900 · Capital Expenditures	110	110	27,125	0%
Total 6500 · Facility & Equipment Related	15,105	15,105	458,506	3%
7000 · Vehicle Related				
7001 · Insurance			10,085	
7010 · Maintenance				
7011 · Accessories	1,036	1,036	111,000	
7016 · Batteries	(174)	(174)		
7021 · Body	168	168		
7026 · Brakes	1,664	1,664		
7031 · Drive Train	8,186	8,186		
7046 · Tools & Shop Related	22	22		
7048 · All Categories for Budget				
7049 · Outside Agency Vehicle Maint	322	322		
Total 7010 · Maintenance	11,224	11,224	111,000	10%
7050 · Fuel				
7051 · Fuel	7,972	7,972	93,447	9%
Total 7050 · Fuel	7,972	7,972	93,447	9%
Total 7000 · Vehicle Related	19,196	19,196	214,532	9%
7500 · General & Admin Related				
7501 · Office Expense				
7502 · Administration	303	303	4,500	7%
7506 · Board			1,000	
7508 · Computer & Software Expense	2,691	2,691	81,583	3%
7509 · Copier Expense	72	72	1,200	6%

Nevada County Consolidated Fire District Operating Fund 722 July 2022

	Jul 22	Jul 22	Budget	% of Budget
7511 · Memberships	500	500	16,190	3%
7516 · Mileage Reimbursements			100	
7521 · Postage & Delivery			1,100	
7501 · Office Expense - Other	10	10		
Total 7501 · Office Expense	3,576	3,576	105,673	
7550 · Professional Services				
7551 · Accounting			12,880	
7556 · Computer & IT Support	405	405	14,980	3%
7561 · Consultants			7,500	
7563 · Hiring Expense	1,964	1,964	9,380	21%
7566 · Legal Expense	5,389	5,389	46,675	12%
7571 · Medical Director	1,650	1,650	6,600	25%
Total 7550 · Professional Services	9,408	9,408	98,015	10%
7590 · Publications				
7591 · Legal Notices			600	
7596 · Marketing / Advertising			500	
Total 7590 · Publications			1,100	
7600 · Special District				
7611 · Elections			30,000	
7621 · LAFCo	5,687	5,687	6,346	90%
7631 · Nevada County Fees			89,228	
Total 7600 · Special District	5,687	5,687	125,574	5%
7650 · Prevention				
7651 · Code Purchases			1,800	
7653 · Investigation Supplies	2,273	2,273	4,300	53%
			<i>FY 22/23 Annual Bodycam Subscription</i>	
7657 · Inspection Supplies			1,500	
7661 · Prof Svcs / Plan Checks			2,500	
7663 · Public Education Supplies			3,100	
7665 · Subscriptions / Memberships	285	285	1,400	20%
7667 · Training			6,000	
7669 · Other Prevention / Law Enforce	232	232	1,500	15%
Total 7650 · Prevention	2,790	2,790	22,100	13%
7800 · JPA				
7831 · Dispatch Charges			130,000	
7841 · Dues / Administration			13,000	
Total 7800 · JPA			143,000	
Total 7500 · General & Admin Related	21,461	21,461	495,462	4%
Total Expense	1,441,864	1,441,864	7,948,650	18%
Fund Over/<Under>	(1,340,934)	(1,340,934)	(475,084)	

Nevada County Consolidated Fire District
Operating Fund 722
July 2022

	<u>Jul 22</u>	<u>Jul 22</u>	<u>Budget</u>	<u>% of Budget</u>
Other Income				
9001 · Grant Revenue				
9001.08 · RFC 7GF21089	7,876	7,876		
Total 9001 · Grant Revenue	<u>7,876</u>	<u>7,876</u>		
Total Other Income	7,876	7,876		
Other Expense				
9101 · Grant Expense				
9101.01 · AFG EMW-2019-FG-03486 Radio	15,771	15,771		
9101.09 · CA Fire Foundation Comm Veg Red	1,860	1,860		
Total 9101 · Grant Expense	<u>17,631</u>	<u>17,631</u>		
Total Other Expense	<u>17,631</u>	<u>17,631</u>		
Net Other	(9,755)	(9,755)		
Net Fund Activity	<u>(1,350,689)</u>	<u>(1,350,689)</u>	<u>(475,084)</u>	

Nevada County Consolidated Fire District
AB 1600 Mitigation Fund 733
July 2022

	<u>Jul 22</u>	<u>Jul 22</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4000 · Taxes & Assessments				
4160 · AB 1600 Mitigation Fees	8,316	8,316	100,412	8%
Total 4000 · Taxes & Assessments	<u>8,316</u>	<u>8,316</u>	<u>100,412</u>	<u>8%</u>
4800 · Other Revenue				
4820 · Interest & Finance Charges			1,500	
Total 4800 · Other Revenue			<u>1,500</u>	
Total Revenues	<u>8,316</u>	<u>8,316</u>	<u>101,912</u>	<u>8%</u>
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6921 · Apparatus & Equipment	2,304	2,304	49,498	5%
Total 6900 · Capital Expenditures	<u>2,304</u>	<u>2,304</u>	<u>49,498</u>	<u>5%</u>
Total 6500 · Facility & Equipment Related	<u>2,304</u>	<u>2,304</u>	<u>49,498</u>	<u>5%</u>
7500 · General & Admin Related				
7550 · Professional Services				
7561 · Consultants			23,000	
Total 7550 · Professional Services			<u>23,000</u>	
Total 7500 · General & Admin Related			<u>23,000</u>	
Total Expense	<u>2,304</u>	<u>2,304</u>	<u>72,498</u>	<u>3%</u>
Net Other	<u>6,012</u>	<u>6,012</u>	<u>29,414</u>	
Net Fund Activity	<u><u>6,012</u></u>	<u><u>6,012</u></u>	<u><u>29,414</u></u>	

Nevada County Consolidated Fire District Special Tax Fund 734

July 2022

	Jul 22	Jul 22	Budget	% of Budget
Revenues				
4000 · Taxes & Assessments				
4150 · Special Tax of 2012			1,033,123	
Total 4000 · Taxes & Assessments			1,033,123	
Total Revenues			1,033,123	
Expense				
7500 · General & Admin Related				
7600 · Special District				
7631 · Nevada County Fees			10,331	
Total 7600 · Special District			10,331	
Total 7500 · General & Admin Related			10,331	
Total Expense			10,331	
Fund Over/<Under>			1,022,792	
Other Expense				
8700 · Transfers Out				
8722 · Transfer to 722	55,000	55,000		
Total 8700 · Transfers Out	55,000	55,000		
Total Other Expense	55,000	55,000		
Net Other	(55,000)	(55,000)		
Net Fund Activity	(55,000)	(55,000)	1,022,792	

Nevada County Consolidated Fire District
Capital Fund 758
July 2022

	<u>Jul 22</u>	<u>Jul 22</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4800 · Other Revenue				
4850 · Sale Surplus Equipment			60,000	
Total 4800 · Other Revenue			60,000	
Total Revenues			60,000	
Expense				
6500 · Facility & Equipment Related				
6650 · Maintenance				
6681 · Facility Maint & Improvements	17,415	17,415		
Total 6650 · Maintenance	17,415	17,415		
6900 · Capital Expenditures				
6911 · Stations			8,000	
6921 · Apparatus & Equipment			191,249	
6931 · Vehicles			65,000	
Total 6900 · Capital Expenditures			264,249	
Total 6500 · Facility & Equipment Related	17,415	17,415	264,249	7%
7500 · General & Admin Related				
7550 · Professional Services				
7561 · Consultants			7,500	
Total 7550 · Professional Services			7,500	
Total 7500 · General & Admin Related			7,500	
Total Expense	17,415	17,415	271,749	6%
Net Other	(17,415)	(17,415)	(211,749)	8%
Net Fund Activity	(17,415)	(17,415)	(211,749)	

Nevada County Consolidated Fire District Check History Report

July 2022

<u>Fund 722</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
	07/01/2022	GJE641	Net Pay Pay Period Ending 06/25/22	111,110.38
	07/05/2022	248481	AFLAC	797.92
	07/05/2022	248442	BLUE SHIELD OF CALIFORNIA	31,326.32
	07/05/2022	959238	FDAC Employee Benefits Authority	1,382.05
	07/05/2022	959230	KAISER FOUNDATION HEALTH PLAN	17,534.84
	07/05/2022	959209	SPECIAL DIST RISK MGMT AUTH.	4,258.63
	07/05/2022	248494	STANDARD INSURANCE COMPANY	1,015.00
	07/11/2022	248702	CalCARD (US BANK)	2,929.07
	07/11/2022	959774	Axon Enterprises, Inc.	2,273.10
	07/11/2022	248704	B&C ACE HOME & GARDEN CENTER	39.04
	07/11/2022	959779	BANNER COMMUNICATIONS	431.83
	07/11/2022	959761	CAPITOL CLUTCH AND BRAKE, INC.	1,708.68
	07/11/2022	959782	CORDICO PSYCHOLOGICAL CORP	1,600.00
	07/11/2022	248750	CUMMINS PACIFIC LLC	7,783.97
	07/11/2022	959794	Daniel L Goldsmith	1,650.00
	07/11/2022	959765	ECONOMY PEST CONTROL	331.00
	07/11/2022	248726	EVERGUARD SYSTEMS	165.00
	07/11/2022	248716	FIRE DISTRICTS ASSOCIATION OF CALIFORNIA	500.00
	07/11/2022	248755	GOLDEN STATE EMERGENCY VEHICLE	129.78
	07/11/2022	959767	HILLS FLAT LUMBER COMPANY	153.06
	07/11/2022	959775	HUNT & SONS, INC.	6,185.42
	07/11/2022	248714	IAAI	285.00
	07/11/2022	248708	L.N. CURTIS & SONS	1,262.57
	07/11/2022	248765	Leavitt Communications, LLC	17,523.00
	07/11/2022	248762	Mid-Sierra Towing &Repair	838.42
	07/11/2022	959768	MISSION LINEN SUPPLY, INC.	126.48
	07/11/2022	959785	MOTOR ELECTRIC SERVICE CO.	164.22
	07/11/2022	959769	NATIONWIDE RETIREMENT SOLUTION	4,508.07
	07/11/2022	959772	NCCFD - Petty Cash	90.00
	07/11/2022	248717	NETWORK DESIGN ASSOCIATES	67.50
	07/11/2022	248706	NEVADA CITY, CITY OF	314.52
	07/11/2022	959781	ROBINSON ENTERPRISES, INC.	1,786.44
	07/11/2022	959762	SPECIAL DIST RISK MGMT AUTH.	186,452.94
	07/11/2022	248711	WASTE MANAGEMENT OF NEV. CO.	1,939.99
	07/11/2022	248769	YATES GEAR INC.	209.92
	07/14/2022	248777	CalPERS 457 Plan (Def. Comp)	1,275.00
	07/14/2022	959819	NCCFD - EFTPS (Fed & State Taxes)	44,467.01
	07/14/2022	959833	NEVADA COUNTY PROF FF ASSN	1,120.00
	07/14/2022	959839	NATIONWIDE RETIREMENT SOLUTION	5,567.11
	07/14/2022	911484	CalPERS (Retirement)	37,897.85
	07/15/2022	GJE645	Net Pay Pay Period Ending 07/09/22	159,118.03
	07/18/2022	911501	CalPERS (Retirement)	521,443.00
	07/18/2022	248908	AT&T CALNET 3	402.15
	07/18/2022	248909	RIEBES AUTO PARTS	137.63

Nevada County Consolidated Fire District Check History Report

July 2022

Date	Num	Name	Paid Amount
07/18/2022	248942	ADVANTAGE GEAR, INC.	1,157.18
07/18/2022	960057	Brahce, Isaac	57.00
07/18/2022	960010	BURTON'S FIRE APPARATUS	53.08
07/18/2022	959990	ECONOMY PEST CONTROL	296.00
07/18/2022	248926	HBE RENTALS	30.77
07/18/2022	248931	LIEBERT CASSIDY WHITMORE	2,230.00
07/18/2022	960058	Lunde, Kody	62.00
07/18/2022	959995	MISSION LINEN SUPPLY, INC.	68.00
07/18/2022	248933	MOULE PAINT & GLASS, INC.	23.40
07/18/2022	960019	MUNICIPAL EMERGENCY SERVICES	175.00
07/18/2022	248927	NETWORK DESIGN ASSOCIATES	405.00
07/18/2022	248934	NID	86.81
07/18/2022	960016	REED'S LOCKSMITHING	97.65
07/18/2022	960053	THE UNION	168.76
07/18/2022	248982	THE UPS STORE #5417/TAJI INC.	76.00
07/18/2022	960004	WALKER'S OFFICE SUPPLY	69.51
07/18/2022	248925	WASTE MANAGEMENT OF NEV. CO.	301.82
07/25/2022	249199	ADVANTAGE GEAR, INC.	757.88
07/25/2022	960220	AIRGAS, NCN	540.55
07/25/2022	249209	ASBURY ENVIRONMENTAL SERVICES	55.00
07/25/2022	249133	B&C ACE HOME & GARDEN CENTER	51.15
07/25/2022	960240	BEST BEST & KRIEGER	3,158.50
07/25/2022	960205	BUCKMASTER OFFICE SOLUTIONS	72.21
07/25/2022	960206	CAPITOL CLUTCH AND BRAKE, INC.	276.95
07/25/2022	960213	ECONOMY PEST CONTROL	227.00
07/25/2022	960248	IMMIX TECHNOLOGY INC	1,617.15
07/25/2022	249162	LIFE ASSIST INC.	1,024.96
07/25/2022	960217	MISSION LINEN SUPPLY, INC.	126.48
07/25/2022	249167	NID	170.19
07/25/2022	960222	RIVERVIEW INTERNATIONAL TRUCKS	393.38
07/25/2022	960227	WALKER'S OFFICE SUPPLY	109.67
07/26/2022	0726SVCfee	Wells Fargo	10.00
07/28/2022	249250	HSA BANK, DIV. OF WEBSTER BANK	12,434.39
07/28/2022	249251	CalPERS 457 Plan (Def. Comp)	1,275.00
07/28/2022	960307	NCCFD - EFTPS (Fed & State Taxes)	30,212.56
07/28/2022	960319	NEVADA COUNTY PROF FF ASSN	1,120.00
07/28/2022	960327	NATIONWIDE RETIREMENT SOLUTION	5,196.77
07/28/2022	911538	CalPERS (Retirement)	37,563.56
07/29/2022	GJE646	Net Pay Pay Period Ending 7/23/22	127,220.43
Total for Fund 722:			<u>1,409,273.70</u>
Fund 733			
07/25/2022	249128	Mooney & Co.	2,126.00
Total for Fund 733:			<u>2,126.00</u>

Nevada County Consolidated Fire District Check History Report

July 2022

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
Fund 758			
07/18/2022	960016	REED'S LOCKSMITHING	1,546.12
07/25/2022	960218	TREEHENGE CONSTRUCTION, INC.	15,800.00
Total for Fund 758:			17,346.12

Nevada County Consolidated Fire District Credit Card History Report

July 2022

<u>Fund 722</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
	07/06/2022	DAVISON	El Gaban Taqueria	32.90
	07/06/2022	DAVISON	STAPLES	55.31
	07/06/2022	DAVISON	Maya's Mexican Food	14.61
	07/01/2022	FIN MGR	STREAMLINE	200.00
	07/06/2022	FIN MGR	AT&T (Carol Stream)	38.30
	07/07/2022	FIN MGR	PACIFIC GAS & ELECTRIC CO.	5,126.16
	07/09/2022	FIN MGR	Cloudflare	5.00
	07/11/2022	FIN MGR	COMCAST	386.46
	07/13/2022	FIN MGR	AT&T (Carol Stream)	43.51
	07/17/2022	FIN MGR	COMCAST	135.05
	07/21/2022	FIN MGR	Shred It	285.79
	07/23/2022	FIN MGR	SMARTER BROADBAND	40.00
	07/23/2022	FIN MGR	SUDDENLINK (CEQUEL)	159.45
	07/24/2022	FIN MGR	SUDDENLINK (CEQUEL)	26.31
	07/25/2022	FIN MGR	COMCAST	145.73
	07/26/2022	FIN MGR	VERIZON WIRELESS	651.74
	07/06/2022	GREENE	SNAP-ON INDUSTRIAL	22.36
	07/06/2022	GREENE	DAVID CLARK COMPANY INC.	35.25
	07/06/2022	LONG	AFI/Badgesource	232.00
	07/06/2022	LONG	TechSmith	44.75
	07/06/2022	LONG	AMAZON MARKETPLACE	17.14
	07/06/2022	LONG	Teamviewer	701.06
	07/06/2022	SULLIVAN	The Home Depot	745.53
	07/06/2022	SULLIVAN	ADVANTAGE GEAR, INC.	402.03
	07/06/2022	SUNDE	SPD MARKET	10.96
	07/06/2022	TELLAM	Chevron (Grass Valley, CA)	18.36
	07/06/2022	TURNER	ADVANTAGE GEAR, INC.	137.23
	07/06/2022	WITTER	AMAZON MARKETPLACE	66.28
	07/06/2022	WITTER	AMAZON MARKETPLACE	155.00
				9,934.27
				9,934.27
Total 2021 · US Bank Payable				9,934.27
TOTAL				9,934.27

July Cal Card Statement was coded with two dates. All charges in June were coded as 6/29/22 "pre-pay" due to the end of the Fiscal Year and so were recorded with the June Credit Card History Report. The remaining July charges were coded as 7/6/22 as per usual.



Nevada County Consolidated Fire District Department of Fire Prevention

640 Coyote Street, Nevada City, CA 95959
(530) 265-4431 FAX (530) 265-4438
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To: Nevada County Consolidated Fire District Board of Directors
From: Patrick Mason, Fire Marshal through Jim Turner, Fire Chief
Date: August 8, 2022
Re: Senate Bill 1205-Fire Protection Services: Inspection compliance reporting

Background:

- A State Bill SB 1205 to increase fire safety and accountability in California Cities, Counties and Districts unanimously passed the State Legislature in August and was signed by Governor Jerry Brown on September 27, 2018. This bill went into effect January 1, 2019.

SB 1205 requires fire departments/districts to report annually their compliance with safety building inspection requirements to their administering agents, such as city council or district boards. This bill was introduced after a Bay Area News Group report showed that many schools and apartment buildings in the Bay Area did not receive their annual required inspection at least once from 2010 to 2017. The Bay Area News Group conducted the investigation into building inspections after the Oakland Ghost Ship warehouse fire in 2016, which killed 36 people.

- As a result of this SB 1205 Section **13146.4** was added to the Health and Safety Code
13146.4 reads (a) Every city or county fire department, city and county fire department, or district required to perform an annual inspection pursuant to Sections 13146.2 and 13146.3 shall report annually to its administering authority on its compliance with Sections 13146.2 and 13146.3 (b) The report made pursuant to subdivision (a) shall occur when the administering authority discusses its annual budget, or at another time determined by the administering authority.(c) The administering authority shall acknowledge receipt of the report made pursuant to subdivision (a) in a resolution or a similar formal document.(d) For purposes of this section, “administering authority” means a city council, county board of supervisors, or district board, as the case may be.
- Nevada County Consolidated Fire District has completed these inspections on an annual basis for Schools (Public and Charter), hotels, motels, lodging houses, churches and large assemblies.

Recommendation:

- Accept this report as submitted as it meets the reporting requirement set forth in Health and Safety Code Section 13146.4 (See attached list)

Fiscal Implications:

- None.



SB 1205 Annual Inspection Compliance Report - 2021/2022 Nevada County Consolidated Fire District

Category		Total in District
Schools		3
Hotels/Motels		0
Churches		2
Large Assemblies		0

(2) Schools were annexed into Grass Valley City Limits.



Nevada County Consolidated Fire District Department of Fire Prevention

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To: Nevada County Consolidated Fire District Board of Directors
From: Patrick Mason, Fire Marshal through Jim Turner, Fire Chief
Date: August 8, 2022
Re: Department of Fire Prevention Staffing

Background:

- At the June 7th, 2022, Special Board of Directors meeting I presented two job position descriptions for the FPO I and FPO II. Upon posting the job announcement, we identified some issues with the positions and pulled the postings for further review.

Recommendation:

- It is my recommendation to amend the wage schedule to reflect the following:
 1. Recognize the FPO I position (Level 11) adopted on June 7th, 2022 by the Board of Directors as a Non-Safety position.
 2. Rescind the FPO II job description adopted on June 7th, 2022 by the Board of Directors.
 3. Reinstate the FPO II / Deputy Fire Marshal (Level 14) position as previously accepted by the Board of Directors and the Local 3800 in August of 2017.
- It is the intent to promote from within the organization. If no eligible candidates apply, a non-safety Fire Inspector I position will be opened for outside applications.

Fiscal Implications:

- All anticipated costs are within previously budgeted positions within the Department of Fire Prevention.



Nevada County Consolidated Fire District

Resolution 22-24

Amending the District Staffing Roster

WHEREAS, the Nevada County Consolidated Fire District Board of Directors (Board) of Nevada County Consolidated Fire District (NCCFD or The District) has the authority as described in Health and Safety Code Section 13861(d), to appoint necessary employees to define their qualifications and duties, and to provide a pay schedule for performance of their duties, and;

WHEREAS, the Board of Directors approved the job descriptions for the Fire Prevention Officer I and Fire Prevention II at the June 7, 2022 Special Meeting;

WHEREAS, Staff has updated the Fire Prevention Officer I position as a non-safety position and the Board of Directors has approved the job descriptions for the following position as follows:

- Fire Prevention Officer I / Non-Safety

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District hereby approves the positions and job description listed above.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Special Board Meeting held on the 18th day of August 2022 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

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POSITION DESCRIPTION

POSITION: Fire Prevention Officer I

CLASSIFICATION: Regular Employee
Classified, Permanent
Non-management

DEFINITION: Reports to Deputy Fire Marshal / Fire Marshal

COMPENSATION: In Accordance with District Wage Schedule

DESCRIPTION:

This is an entry-level, non-management position, which requires specific skills in the implementation and enforcement of the Fire District's fire prevention programs including enforcement of Codes through inspections and public education.

The employee may work with limited supervision and has wide latitude for independent application and judgment of pertinent fire and life safety codes. Work is reviewed by the Fire Marshal through observation, reports, objectives, and results.

DISTINGUISHING CHARACTERISTICS:

This class is distinguished from that of the next higher-level class of FPO II in that the latter has primary responsibility for the enforcement of applicable laws, codes, regulations, and standards relating to fire prevention and suppression. In addition, the latter assists with creating short and long-range programs.

EXAMPLES OF DUTIES:

The following duties are performed by employees in this classification. However, employees may perform other related duties as required. Each individual in the classification does not necessarily perform all duties listed.

1. Enforce fire prevention laws and ordinances; compile evidence and assist in the prosecution of persons charged with violations.
2. Inspects occupancies requiring operations/storage permits and issues such permits.
3. Inspects, evaluates, and grants fire safety clearances for public assembly and state licensed care facilities.
4. Oversee and assist with public education programs as directed by the Fire Marshal.
5. Submit required documentation to Finance to request invoices be created.
6. May be required to attend meetings to represent the District and/or the Department of Fire Prevention.
7. Perform related duties as necessary.

MINIMUM QUALIFICATIONS:

Any equivalent combination of education, training, and experience which provides the required skills, knowledge, and abilities may be considered qualifying at the sole discretion of the district. A typical way to obtain the knowledge and skills would be:

Education: High School diploma or equivalent

Experience: One year part-time or six months full-time experience enforcing federal, state, or local life safety codes and/or ordinances.

Special Requirements:

- Must possess and maintain throughout employment a valid California Class “C” driver's license with a driving record sufficient to be insurable through the District.
- Completion of Fire Inspector 1A – 1D or equivalent within one (1) year of appointment
- Maintain a valid First Aid / CPR certification

Desirable Qualifications:

- Additional course work in Fire Technology or Fire Science curriculum
- EMT Certification

Knowledge of:

- Principles and practices of management necessary to plan, analyze, develop, direct and evaluate fire programs, administrative policies and fire control problems;
- Current research and development in the fields of fire suppression, fire administration, emergency medical services and strategic planning;
- Principles and modern methods of fire administration including organization, negotiation, fiscal management, program planning, implementation and administration;
- Principles, practices and techniques of modern fire suppression, and the ability to apply this knowledge to varied fire control and fire administrative problems;
- Principles, practices and techniques of fire prevention and provisions of local fire code requirements and related ordinances;
- Federal and State laws and typical rules and procedures governing the activities of a fire district serving an extensive wildland urban interface community and rural areas.

Ability to:

- Demonstrate a professional image in any condition with regard to the performance of duties.
- Resolve conflicts in an effective manner to ensure compliance with laws, codes, standards, and ordinances.
- Interact with the public in a tactful, constructive, and assertive manner when required.
- Communicate effectively, both written and orally, in a clear, concise and legible manner.
- Issue written notices that clearly indicate required corrective action.
- Basic computer and math skills.
- The employee is required to have the ability to operate district staff vehicles.

Desirable Qualifications:

- Additional course work in Fire Technology or Fire Science curriculum
- EMT Certification

The employee may have an assigned district vehicle to drive while on duty. It is the responsibility of the employee to maintain the vehicle and to perform daily, weekly, and monthly inspections as necessary.

Conditional Job Offer Candidate:

I have read and I understand the duties and responsibilities listed above. I agree to execute the tasks in accordance with my employment agreement.

Signature

Date

District Representative:

Signature

Date

The Nevada County Consolidated Fire District is fully committed to Equal Employment Opportunity and is committed to an active nondiscrimination program. It is the stated policy of NCCFD that harassment, discrimination, and retaliation are prohibited and that all employees, applicants, agents, contractors, and interns/volunteers shall receive equal consideration and treatment. All terms and conditions of employment, including but not limited to recruitment, hiring, transfer, and promotion will be based on the qualifications of the individual for the positions being filled regardless of gender (including gender identity and expression), sexual orientation, race, color, ancestry, religion, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer or genetic characteristics/information), age (40 or over), marital status, military and/or veteran status, sex (including pregnancy, childbirth and related medical conditions), or any other classification protected by federal, state, or local law. Please contact the Human Resources Department at least 5 working days before a scheduled examination if you require accommodation in the examination process. Medical disability verification may be required prior to accommodation.



Nevada County Consolidated Fire District

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nccfire@nccfire.com • www.nccfire.com

RESOLUTION NO. 22-25

AMENDED AUTHORIZED PERSONNEL RESOLUTION

WHEREAS, the Nevada County Consolidated Fire District Board of Directors is authorized by Health and Safety Code Section 13861 (d) to appoint necessary employees, to define their qualifications and duties, and to provide a pay schedule for performance of their duties, and;

WHEREAS, the Board adopted Resolution R22-15 on June 16, 2022, Staff presented the authorized personnel for the 2022/2023 fiscal year;

WHEREAS, Staff has determined changes needed within the Department of Fire Prevention Department;

WHEREAS, the Board of Directors must determine the number of employees needed to protect the lives and property of its residents and to perform other staff function, and;

WHEREAS, the Board must budget accordingly for the positions authorized by this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District, the following number of personnel are hereby authorized for Fiscal Year 2022-2023:

<u>Description</u>	<u>Total Number</u>	<u>Description</u>	<u>Total Number</u>
Fire Chief	1	Fleet and Facilities Supervisor	1
Deputy Fire Chief	0	Fire Mechanic II	0
Division Chief Operations	1	Fire Mechanic I	1
Division Chief Fire Marshal	1	Service Technician	0
Deputy Fire Marshal	1	Administrative Services Manager	1
Battalion Chief	3	Operations Support Mngr	0
Fire Captain	9	Finance Manager	0
Lieutenant	6	Finance Administrative Asst.	1
Firefighter/Operator	12	Administrative Services Assistant	.5
Fire Prevention Officer I	1	Board Secretary	.5
Seasonal Firefighters	6		
Reserves	15		

ON A MOTION by Director _____, seconded by Director _____, the foregoing resolution was passed and adopted this 18th day of August 2022, by the following vote to wit:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

Resolution 22-26

2022/2023 Updated Fiscal Year District Wage and Compensation Schedule

WHEREAS, the Nevada County Consolidated Fire District Board of Directors has the authority under Section 13861 of the Health and Safety Code to establish compensation for safety management, safety non-management, and miscellaneous non-represented employees; and

WHEREAS, the pay ranges and compensation schedule in attachment “A” for the identified job classifications are hereby established effective August 21, 2022.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of August 2022 by the following roll call:

Ayes:
Noes:
Absent:
Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board

Nevada County Consolidated Fire District
 Wage and Compensation Schedule
 Fiscal Year 2022/23
 Effective August 21, 2022

		Step Increases				
		1	2	3	4	5
Safety						
Hourly Rate (per MOU)						
Firefighter	shift	\$ 18.42	\$ 19.39	\$ 20.37	\$ 21.35	\$ 22.32
Lieutenant	shift	\$ 22.32	\$ 23.34	\$ 24.47	\$ 25.62	\$ 26.76
Captain	shift	\$ 26.76	\$ 28.00	\$ 29.30	\$ 30.60	\$ 31.90
Battalion Chief	shift	\$ 31.90	\$ 33.40	\$ 34.85	\$ 36.30	\$ 37.76
FPO II/Dep. Fire Marshal	40 Hr	\$ 35.13	\$ 36.76	\$ 38.47	\$ 40.17	\$ 41.88
Fleet & Facilities Sup.	40 Hr	\$ 42.55	\$ 44.68	\$ 46.92	\$ 49.26	\$ 51.73
Salary						
Division Chief		\$ 127,422	\$ 133,794	\$ 140,483	\$ 147,518	\$ 154,882
Fire Chief		\$ 163,269	\$ 171,109	\$ 179,341	\$ 187,982	\$ 197,057
Non-Safety						
Hourly Rate						
Admin	40 Hr	\$ 22.48	\$ 23.71	\$ 25.02	\$ 26.40	\$ 27.87
Fire Inspector	40 Hr	\$ 24.69	\$ 25.98	\$ 27.27	\$ 28.56	\$ 29.86
Fire Mechanic I	40 Hr	\$ 24.69	\$ 25.98	\$ 27.27	\$ 28.56	\$ 29.86
Part-Time Admin	20 - 24 Hrs	\$ 25.75	\$ 27.56	\$ 27.85	\$ 28.69	\$ 29.54
Salary						
Admin. Svcs Manager		\$ 78,289	\$ 80,406	\$ 85,661	\$ 87,995	\$ 92,492
/Finance Manager						

Wages do not include education incentive, longevity incentive or shift to 40 hour conversion.



Nevada County Consolidated Fire District

Resolution 22-27

AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT SALE AGREEMENT, AND AUTHORIZING AND DIRECTING CERTAIN ACTIONS IN CONNECTION WITH THE ACQUISITION OF A WATER TENDER

WHEREAS, the Nevada County Consolidated Fire District (the "District") is a fire protection district duly organized and existing under and pursuant to the laws of the State of California; and

WHEREAS, the District desires to provide for financing in the approximate amount of \$205,211.00 for the acquisition of a water tender (the "Property"); and

WHEREAS, Municipal Finance Corporation (the "Corporation") has proposed a cost-effective seven-year installment sale financing arrangement at a 3.95% interest rate and attached hereto as Exhibit A;

WHEREAS, in accordance with California Government Code Section 5852.1, the Board of Directors has obtained and disclosed in the information set forth in Exhibit A hereto;

NOW, THEREFORE, it is resolved by the Board of Directors of the Nevada County Consolidated Fire District as follows:

SECTION 1. Installment Sale Agreement. The President of the Board of Directors, the Fire Chief or a designee in writing (each, an "Authorized Officer") is hereby authorized to enter into an Installment Sale Agreement (the "Installment Sale") with the Corporation to finance the Property, subject to approval as to form by the District's legal counsel.

SECTION 2. Acquisition Fund Agreement. The District is hereby authorized to enter into an Acquisition Fund Agreement with the Corporation and Westamerica Bank as the custodian of the proceeds of the Installment Sale, subject to approval as to form by the District's legal counsel.

SECTION 3. Attestations. The Secretary of the Board or other appropriate District officer is hereby authorized and directed to attest the signature of the Authorized Officer, and to affix and attest the seal of the District, as may be required or appropriate in connection with the execution and delivery of the Installment Sale.

SECTION 4. Other Actions. The Authorized Officer and other officers of the District are each hereby authorized and directed, jointly and severally, to take any and all actions and to execute and deliver any and all documents, agreements and certificates which they may deem necessary or advisable in order to carry out, give effect to and comply with the terms of this Resolution and the Installment Sale. Such actions are hereby ratified, confirmed and approved.



Nevada County Consolidated Fire District

Resolution 22-27

AUTHORIZING THE EXECUTION AND DELIVERY OF AN INSTALLMENT SALE AGREEMENT, AND AUTHORIZING AND DIRECTING CERTAIN ACTIONS IN CONNECTION WITH THE ACQUISITION OF A WATER TENDER

SECTION 5. Qualified Tax-Exempt Obligations. The Installment Sale is hereby designated as a "qualified tax-exempt obligation" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code"). The District, together with all subordinate entities of the District, do not reasonably expect to issue during the calendar year in which the Installment Sale is issued more than \$10,000,000 of obligations which it could designate as "qualified tax-exempt obligations" under Section 265(b) of the Code.

SECTION 6. Effect. This Resolution shall take effect immediately upon its passage.

PASSED, APPROVED AND ADOPTED this 18th day of August, 2022, by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Nicole Long, through Chief Turner
Date: August 10, 2022
Re: Request an RFP for Development Fee Schedule

Background:

At the August 18, 2016 meeting the Board adopted Ordinance 16-01, Establishing Capital Improvement Fee for all developments within the fire district. The district consolidated the rate structure with the five Battalions into one rate structure.

As the new study was completed and approved by the Board of Supervisors, it was requested that a new study be completed in five years.

Recommendation:

Staff recommends authorization for the Request for Proposal (RFP) to conduct a Development Nexus and Impact Fee to update the fee schedule.

Motion Requested:

Approve the request for proposal to update the development fee schedule with the submission date of December 1, 2022.

Fiscal Implications:

\$23,000.00 is the estimated cost for this study. The preliminary budget reflects this cost in account 7561, fund 733.



Nevada County Consolidated Fire District

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nccfire@nccfire.com • www.nccfire.com

Request for Proposals For Professional Consultant Services To Conduct a Development Nexus and Impact Fee Study

A. OBJECTIVE

The Nevada County Consolidated Fire District (District) is seeking the services of a Consultant to conduct a comprehensive study of Development Impact Fees (Impact Fees) and completion of a Nexus Study in accordance with the California Mitigation Fee Act (Act). The District currently assesses impact fees on new residential and commercial development to mitigate the fiscal impacts on the District.

B. INTRODUCTION

The Nevada County Consolidated is a special district formed in 1991 with the consolidation of the Bullion and Gold Flat Fire Districts, the Alta Oaks Sunset Fire District in 1993, the Watt Park Fire District in 1998 and the 49er Fire District in 2003 and is governed by a seven member Board of Directors. The district combined these into one fee in 2016. Currently, the district employs 44 including firefighters, seasonal firefighters and office staff and owns 9 Fire Stations. Three stations are staffed 24/7 with a minimum of two personnel and one station is staffed 24/7 with three personnel.

The Nevada County Consolidated Fire District is located within the County of Nevada and covers approximately 150 square miles surrounding the Cities of Grass Valley and Nevada City. The population served is 32,000. The district protects both residential and commercial properties.

C. SCOPE OF SERVICES

The scope of services includes, but is not limited to, all necessary analyses and documentation to develop and support the comprehensive Nexus Study and Impact Fee program for the public facilities required in the District. Work should be based on the requirements of the California Mitigation Fee Act. In general, the scope of work shall involve the following:

1. **Review Current Impact Fees:** The Consultant will review the District's current impact fee structure and make recommendations for changes or additions if applicable. The fees under consideration for this study are listed in Attachment 1.
2. **Data Collection and Development:** The Consultant shall work with the District to collect the necessary data and to develop additional data required to fully support a comprehensive Impact Fee Program.
3. **Fee Calculation and Analysis:** The Consultant shall determine and update the current and proposed Impact Fees based on the District's existing Master Plans. Additionally, the Consultant may suggest a unique area or separate zones where appropriate and necessary to identify opportunities for additional revenue to accommodate District growth. The Consultant shall also build in a cost increase based on an annual escalator.

4. **Comparisons:** Review strategies for Impact Fees implemented in other Fire Districts and make recommendations where applicable.
5. **Impact Fee/Nexus Study:** The Consultant shall prepare and provide a report that provides the legal nexus between fee recommendations and new development. It should also document fee study results, including, but not limited to, a description of the overall methodology, findings, supporting justification, and recommended Impact Fees. The report will be expected to meet all of the requirements of the California Mitigation Fee Act.
6. **Calculation Methodology:** The Consultant shall clearly identify the methodology of the calculation of fees in the Nexus Study.
7. **Presentation of Materials:** The Consultant will present findings to the Fire Chief, Administrative Services Manager and Fire Marshal and may also present to community groups, the District's Board of Directors Finance Committee, and others as directed. This may include presentation of the Final Report to the Fire District's Board of Directors at their meeting.

D. SUBMISSION REQUIREMENTS

Proposals must be received by 5:00PM on **Date**. Consultant shall submit one originally signed proposal and four copies in a sealed package or envelope marked "Nevada County Consolidated Fire District Developmental Impact Fee Proposal".

Proposals may be either mailed or delivered in person to:

Nevada County Consolidated Fire District
Administration Office
640 Coyote Street
Nevada City, CA 95959

All proposals received after the date noted will be rejected.

E. PROPOSAL REQUIREMENTS

1. **Scope of Services:**
Consultant shall provide a clear and concise response to the Scope of Service requirements set forth. This response should present a demonstration of the firm's understanding of the project and their suggested approach to the project.
2. **Qualifications**
Identify the key personnel involved in the project, including sub-consultants and co-proposers. The people identified will be the one allowed to participate in an interview. Also state their experience with similar projects.
3. **References**
Include the names, addresses, emails, and telephone numbers of the three most recent clients for whom you have provided similar projects. Also provide (electronically is preferred) a sample of a relevant work product.

4. **Disclosure**

Disclose any professional or personal financial or other interest which could be a possible conflict of interest in performing the services of the RFP.

5. **Insurance**

See Exhibit B for District Insurance requirements. The Consultant must be able to meet these requirements.

6. **Cost Proposal**

- a. Provide a detail of fees to be charged, including hourly rates and expected payment schedule.
- b. The proposal should detail the costs by general category of work.
- c. Provide an estimated total amount for the scope of services required.
- d. Detail costs of any additional charges that are not included in the basic fee. Please Note: the Nevada County Consolidated Fire District will not pay travel time for Consultants to or from the Nevada County Consolidated Fire District and administrative overhead must be included in the hourly rates and not as an additional percentage of the billing.

7. **Work Plan and Schedule**

- a. Demonstrate how the Consultant will prepare and complete the Nexus and Fee Study.
- b. Provide an assessment of the amount of time and information that will be required of District Staff who will be involved in the project.
- c. The Impact Fee Study must be completed by **DATE**. Final project completion, through public hearing and District adoption process.

F. **SELECTION PROCESS**

Proposals will be reviewed by the Fire Chief, Administrative Services Manager, and Fire Marshal. A recommendation will be made by the Fire Chief to the Board of Directors, if necessary. Final selection will not necessarily be based on cost, but additionally on meeting the requirements of the District, and on a determination of the Consultant's understanding of our issues and their ability to meet our needs. The District will verify the qualifications and references of the Consultant to whom the award is contemplated. Final selection will include an interview of the top candidates. The District anticipated the selection process to be completed by the end of **DATE**.

The Finance Department will email Consultants eliminated from further competition as soon as practical.

G. **ADDITIONAL INFORMATION**

- a. Provide the type of information anticipated from District Staff. This could include an estimate of District Staff time and information needed.
- b. Questions regarding the project shall be sent via email to nicolelong@nccfire.com. Response to questions will be sent out to all interested parties by email only.

H. CONTRACT AWARD

The selection of any proposal does not imply acceptance by the District of all terms of the Proposal. If a satisfactory contract cannot be negotiated in a reasonable amount of time, the District may terminate negotiations with the selected Consultant and begin contract negotiations with the next highest ranked Consultant.

The Fire Chief will make every effort possible to administer the proposal process in accordance with the terms and dates discussed in this section. However, the Fire Chief reserves the right to modify the proposal process and dates, as he deems necessary.

I. CONTACT INFORMATION

For any questions or further information, please contact Nicole Long at nicolelong@nccfire.com or by phone at 530-265-4431.

Exhibit A

Capital Fire Facilities Fee

per Square Foot
As of 10/1/2021

Existing Fees

Land Use	Areawide Fee	Non- Hydrant Area Surcharge
Residential Dwelling Unit	\$ 0.41	\$ 0.02
Accessory Dwelling Unit (ADU)		
-750 Sq Ft or more	\$ 0.41	\$ 0.02
-Less than 750 Sq Ft	\$ -	\$ -
Nonresidential		
Commercial	\$ 0.82	\$ 0.05
Office	\$ 0.77	\$ 0.05
Industrial	\$ 0.43	\$ 0.03
Agriculture	\$ 0.01	

Updated Fees

Land Use	Areawide Fee	Non- Hydrant Area Surcharge
2.4% Increase		
Residential Dwelling Unit	\$ 0.42	\$ 0.02
Accessory Dwelling Unit (ADU)		
-750 Sq Ft or more	\$ 0.42	\$ 0.02
-Less than 750 Sq Ft	\$ -	\$ -
Nonresidential		
Commercial	\$ 0.84	\$ 0.06
Office	\$ 0.79	\$ 0.06
Industrial	\$ 0.44	\$ 0.03
Agriculture	\$ 0.01	

Land use definitions:

- Residential - All detached and attached residential dwellings including garages, shops, covered patios.
- Accessory Dwelling Unit Secondary dwelling unit (incidental to RDU).
- Commercial - All commercial, cannabis, retail, educational and hotel / motel development
- Office - All general, professional and medical office development
- Industrial - All manufacturing and warehouse development
- Agricultural - All agricultural building development (no electrical or other power service).

EXHIBIT B

Insurance

During the term of this Agreement, Consultant shall maintain in full force and effect at all times during the term of the contract, at its sole cost and expense, policies of insurance as set forth herein:

1. General Liability:

- a. Comprehensive general liability insurance including, but not limited to, protection for claims of bodily injury and property damage liability, personal and advertising injury liability and product and completed operations liability.
- b. Coverage shall be at least as broad as Insurance Services Office Commercial General Liability coverage for CG 001 (occurrence)
- c. Claims-made coverage is not acceptable.
- d. The limits of liability shall not be less than:

Each occurrence:	One Million Dollars (\$1,000,000)
Products & Completed Operations:	One Million Dollars (\$1,000,000)
Personal & Advertising Injury:	One Million Dollars (\$1,000,000)
- e. If a general aggregate limit of liability is used, the minimum general aggregate shall be twice the 'each occurrence' limit or the policy shall contain an endorsement stating that the general aggregate limit shall apply separately to the project that is the subject of the contract.
- f. If a products and completed operations aggregate limit of liability is used, the minimum products and completed operation aggregate shall be twice the each occurrence limit or the policy shall contain an endorsement stating that the products and completed operations aggregate limit shall apply separately or the project which is subject to contract.

2. Automobile Liability:

- a. Automobile liability insurance providing protection against claims of bodily injury or property damage arising out of ownership, operation, maintenance, or use of owned, hired, or non-owned automobiles.
- b. Coverage shall be at least as broad as Insurance Services Office Automobile Liability coverage form CA 001, symbol I (any auto).
- c. The limits of liability per accident shall not be less than:

Combined Single Limit	One Million Dollars (\$1,000,000)
-----------------------	-----------------------------------

- d. If General Liability coverage, as required above, is provided by the Commercial General Liability form, the Automobile Liability policy shall include an endorsement providing automobile contractual liability.

3. Worker's Compensation:

- a. Worker's Compensation Insurance, with coverage as required by the State of California (unless the contractor is a qualified self-insurer with the State of California) and Employers Liability Coverage.
- b. Employer's Liability Coverage shall not be less than the statutory.

4. Professional Liability Insurance:

If required, errors and omissions, malpractice or professional liability insurance with coverage of not less than \$1,000,000 per occurrence.

5. Other Insurance Provisions:

- a. The Consultants General Liability and Automobile Liability shall contain the following provisions:
 - i. The District, if officials, employees, agents, and volunteers shall be specifically named and covered as additional insured as respects liability arising out of activities performed by or on behalf of the Consultant, products and completed operations of the Consultant, premises owned, occupied, or used by the Consultant, or automobiles owned, leased, hired, or borrowed by the Consultant. This shall be set forth in a separate additional insured endorsement in a form acceptable to the District's Attorney.
 - ii. The policy shall contain no special limitations on the scope of coverage afforded the District. Its officials, employees, agents or volunteers.
- b. For any claims related to the project, the Consultant's insurance coverage shall be primary insurance as respects the District, its officers, officials, employees, agents, or volunteers and any District insurance shall be excess of the Consultant's insurance and shall not contribute to it.
- c. Any failure to comply with the reporting or other provisions of the policies on the part of the Consultant, including breaches of warranties, shall not affect coverage provided to the District, its officers, officials, employees, agents or volunteers.
- d. The Consultant's Workers' Compensation and Employer's Liability policies shall contain an endorsement that waives any right of subrogation against the District, its officers, officials, employees, agents, and volunteers.

- e. Each insurance policy shall state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits, non-renewed, or materially change except after **30 Days prior written notice** by certified mail has been given to the District. Ten days prior written notice by certified mail shall be given to the District in the event of cancellation due to nonpayment of premium.

6. Acceptability of Insurance:

Insurance is to be placed with insurers with **Bests' rating of no less than A: VII.**

- 7. The Consultant shall furnish the District with Certificates of Insurance and separate original additional insured endorsements or insurance binders, signed by a person authorized by the insurer to bind coverage on its behalf, evidencing the coverage required by this section, and any Supplementary Conditions, in a form of acceptable to the District's Legal Counsel.

All required insurance policies, including original endorsements specifically required hereunder.

- 8. The Consultant shall report, by telephone within 24 hours, and also report in writing to the District within 48 hours, after Consultant or any Sub consultant or agents to any person or persons, or damage in excess of Ten Thousand Dollars (\$10,000) to property of the District or others, arising out of any work done by or on behalf of the Consultant as part of the contract.

- 9. Such report shall contain:

- a. The date and time of occurrence.
- b. The names and addresses of all persons involved.
- c. A description of the accident or occurrence and the nature and extent if the injury or damage.

- 10. The District at its discretion, may increase the amounts and types of insurance coverage required hereunder at any time during the term of the contract by giving 30 days written notice.

- 11. If the Consultant fails to procure or maintain insurance as required by this section, and any Supplementary Conditions, or fails to furnish the District with proof of such insurance, the District, at its discretion, may procure any or all such insurance. Premiums for such insurance procured by the District shall be deducted and retained from any sums due the Consultant under the contract.

12. Failure of the District obtain such insurance shall in no way relieve the Consultant from any of its responsibilities under the contract.
13. The making of progress payments to the Consultant shall not be construed as relieving the Consultant or its Sub consultants of responsibility for loss or direct physical loss, damage, or destruction occurring prior to final acceptance by the District.
14. The failure of the District to enforce in a timely manner any of the provisions of this section shall not act as a waiver to enforcement of any of these provisions at any time during the term of the contract.



Nevada County Consolidated Fire District

Resolution 22-28

Accepting the Bid from the Winning Bidder for the Replacement of Siding and Repainting the Exterior of Station 86 and Designating an Agent to Sign Bid Documents on Behalf of the District

WHEREAS, the Nevada County Consolidated Fire District Board of Directors (Board) of Nevada County Consolidated Fire District (NCCFD or The District) has identified funding in fund 758-5, Facilities in fiscal year 2022/2023 to replace the siding and repaint the exterior at Station 86, 12337 Banner Lava Cap Road, Nevada City, CA, and;

WHEREAS, following the NCCFD Purchasing Policy, 6 bids were received by the specified deadline of August 10, 2022 at 3:00 p.m. at 640 Coyote Street, Nevada City, CA 95959; and

WHEREAS, after review, Staff determined that _____, had the lowest, responsible bid in the amount of \$ _____; and,

WHEREAS, the Board of Directors designates Fleet and Facilities Supervisor Kevin Greene, as the agent to sign on behalf of the District, all documents required to complete the project at Station 86.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District hereby approves the replacement of the siding and repainting of the exterior at Station 86 and accepts the winning bidder, _____, with their winning bid of \$ _____.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 18th day of August 2022 by the following roll call:

- Ayes:
- Noes:
- Absent:
- Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Nicole Long, Secretary of the Board



10.

Board Secretary Appointment



11.

Fire Chief Recruitment Update



NCCFD CHIEFS' MONTHLY REPORT

To: NCCFD Board of Directors
From: Jim Turner, Fire Chief
Pat Sullivan, Division of Operations Chief
Date: August 18, 2022

SUPPRESSION

296 calls for service

5 Structure fires

7 Vegetation fires

3 Vehicle fires

5:57 minute travel time for first due apparatus to scene.

Notable calls:

Large Animal Rescue Team responded to the Tevis Cup to assist with an injured horse.

Helicopter Rescue Team members responded to four calls for service and performed two hoist rescues.

Strike Team / Overhead / Resource assignments in July:

Rice's (Nevada)

Electra (Amador)

Washburn (Yosemite NP)

Winding (Yuba)

Oak (Mariposa)

McKinney (Siskiyou)

Training:

Staff Education:

In the past year several of our staff have acquired or began degrees in Fire Department Management or Fire Science:

Captains: Robert Tellam, Dean Weathers, Jared McElhannon

BC: Davison (began Master's program)



NCCFD CHIEFS' MONTHLY REPORT

ADMINISTRATION

- Nevada County Chiefs' Meeting (Turner, Sullivan, Mason)
- Law Enforcement and Fire Council (Turner, Sullivan)
- Nevada County Consolidated Battalion Chief meeting (Sullivan)

FIRE PREVENTION

Public Education:

- Station 88 crews provided fire extinguisher training for Nevada County Transit Services – approx. 30 employees
- Fire Marshal Mason met with multiple property owners to discuss proper hazardous vegetation clearance around their properties.

MEETINGS

- Fire Marshal Mason attended a meeting with OES to discuss revising the Hazardous Vegetation Ordinance to include language for undeveloped parcels. This is a regularly scheduled weekly meeting and the proposal is scheduled for presentation to the BOS in September.
- Fire Marshal Mason and Nicole Long met with County Planning Commissioner to open the conversation of streamlining communications. Update: The County Planning Department updated their distribution form; they are now emailing the form with the applicants contact information which allows us to invoice quicker.
- Fire Marshal Mason reviewed and met with property owners to have 3 green waste bins (Grant Funded) placed in their neighborhoods. Year to date, that is 13 green waste bins provided and 3 additional are still in the application phase.

COMMENTS

The Shift Investigator program has been rolled out and we have two recognized individuals (Captain Robert Tellam and Lieutenant Chris Johnsen) performing those duties. Three structure fires were investigated in the month of July. Two by the Shift Investigator Chris Johnsen and one by Fire Marshal Mason.

Cannabis operations within NCC jurisdiction – 37 current operating gardens. Multiple plan reviews have been completed but the gardens have not cleared the county for final approval.

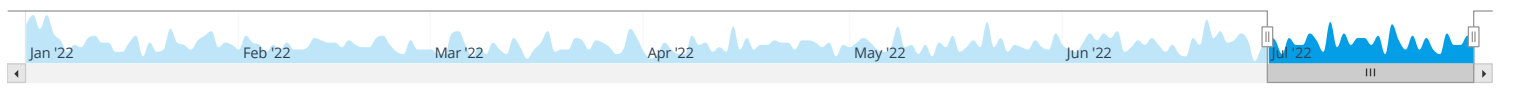
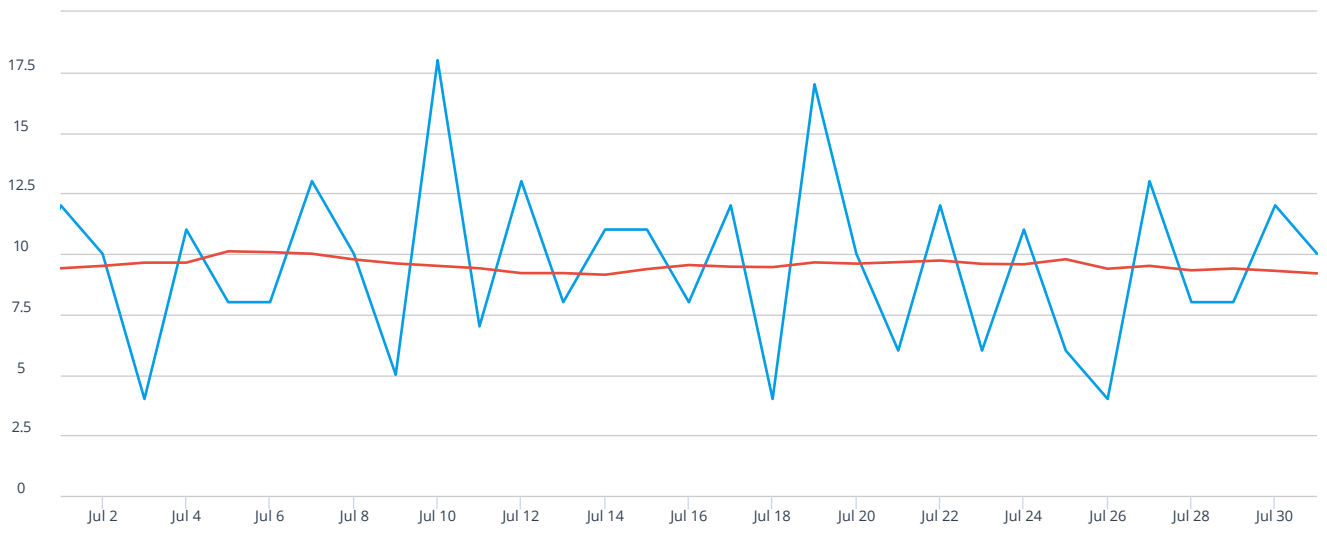
Custom ▾ Jul 1, 2022 - Jul 31, 2022 ▾

43%
FIRE
 Percentage of Total Incidents

56%
EMS
 Percentage of Total Incidents

296
INCIDENTS
 In Selected Time Slice

31
DAYS
 In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	7/3/22	7/10/22	7/17/22	7/24/22	7/31/22	8/7/22	8/14/22	8/21/22	8/28/22	9/4/22	9/11/22	9/18/22	9/25/22	Total
(11) Structure Fire		1	1	1	2									5
(13) Mobile property (vehicle) fire		1												1
(14) Natural vegetation fire	1	2	3											6
(16) Special outside fire		1												1
(25) Excessive heat, scorch burns with no ignition				1										1
(31) Medical assist	2	15	9	7	9									42
(32) Emergency medical service (EMS) incident	15	28	33	24	25									125
(35) Extrication, rescue				1										1
(36) Water or ice-related rescue				1										1
(41) Combustible/f... spills & leaks	1			1										2
(42) Chemical release, reaction, or toxic condition		1												1
(44) Electrical wiring/equipm. problem			1	1	1									3
(46) Accident, potential accident		1	1	1	1									4
(51) Person in distress			1		1									2
(53) Smoke, odor problem				1										1

Week Ending	7/3/22	7/10/22	7/17/22	7/24/22	7/31/22	8/7/22	8/14/22	8/21/22	8/28/22	9/4/22	9/11/22	9/18/22	9/25/22	Total
(54) Animal problem or rescue			1	1										2
(55) Public service assistance	2	6	8	12	8									36
(60) Good intent call, other	2	1	1	2	2									8
(61) Dispatched and canceled en route	1	8	4	6	8									27
(62) Wrong location, no emergency found	1	4	4	3	1									13
(65) Steam, other gas mistaken for smoke			1	2										3
(67) HazMat release investigation w/no HazMat		1												1
(73) System or detector malfunction		1	1		1									3
(74) Unintentional system/detect... operation (no fire)		2	1	1	2									6
NULL	1													1
Total	26	73	70	66	61									296



Custom ▾ Jul 1, 2022 - Jul 31, 2022 ▾

05:57

MM:SS
Average First Apparatus Travel Time

11:44

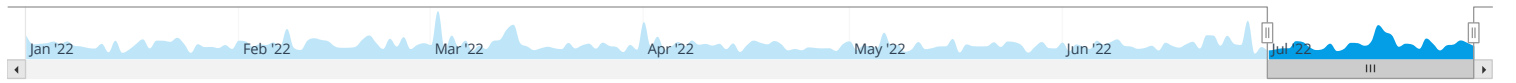
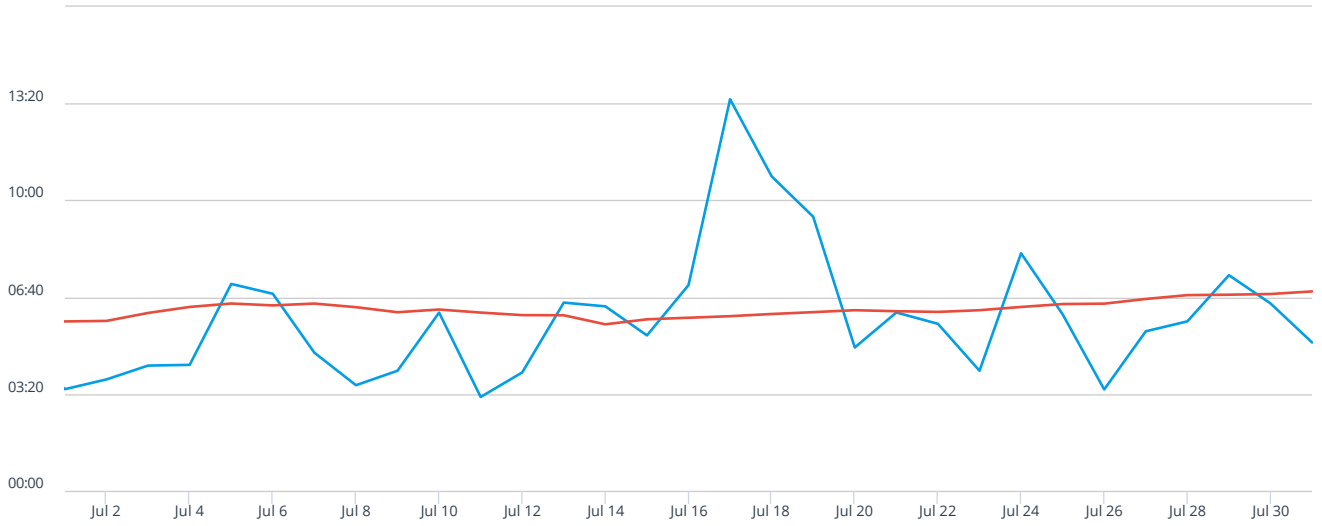
MM:SS
90th Percentile First Apparatus Travel Time

31

DAYS
In Selected Time Slice

254

INCIDENTS
In Selected Time Slice



Week Ending	7/3/22	7/10/22	7/17/22	7/24/22	7/31/22	8/7/22	8/14/22	8/21/22	8/28/22	9/4/22	9/11/22	9/18/22	9/25/22	Total
00:00 - 03:59	13	32	28	21	20									114
04:00 - 07:59	10	21	23	17	18									89
08:00 - 11:59		5	7	10	7									29
12:00 - 15:59		6	3	1	3									13
16:00 - 29:59			3	6	1									10
30:00 - 1:29:59			1	1										2
Total	23	64	65	56	49									257
Exceptions														32