

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
Barry Dorland, Vice President
Tom Carrington
Spencer Garrett
David Hanson
Patricia Nelson
Marianne Slade-Troutman

STAFF

Jim Turner, Fire Chief
Jerry Funk, Deputy Fire Chief
Terry McMahan, Fire Marshal
Patrick Mason, Deputy Fire Marshal
Jeff Van Groningen, Finance Manager
Leslie Quintero, Finance Assistant
Nicole Long, Operations Support Manager

**BOARD OF DIRECTORS
AGENDA - REGULAR MEETING
THURSDAY, NOVEMBER 19, 2020 – 7:00 PM
Held Remotely at Conference Caller
1 (800) 444-2801
Conference Code: 1665498**

Governor Newsom has declared a State of Emergency to exist in California as a result of the threat of the Coronavirus (COVID-19). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow the public health directives including canceling large gatherings. The Executive Order also allows local legislative bodies to hold meetings via conference calls while still satisfying state transparency requirements.

The Governor has also issued Executive Order N-33-20, prohibiting people from leaving their homes or places of residence except to access necessary supplies and services or to engage in specified critical infrastructure employment.

The Public's and Employees 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. To facilitate this process, the meeting of the Board will be available by:

Held Remotely at Conference Caller
1 (800) 444-2801
Conference Code: 1665498

Note: The meeting is being held only by telephonic means and will be made accessible to members of the public seeking to attend and to address the Board only through the phone number set forth above, except members of the public seeking to attend and address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least twelve (12) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

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. All meetings are recorded. 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 – October 15, 2020
2. Fund Balances, Check History Report and Credit Card History Report
3. 2012 Special Tax report for fiscal year 2019/2020
4. Annual AB1600 report for fiscal year 2019/2020

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Dorland, Slade-Troutman

PERSONNEL: Carrington, Hanson, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

WESTERN NEVADA COUNTY FIRE AGENCY: Grueneberg, Dorland, Hanson

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

NEW BUSINESS

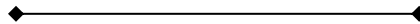
5. Discussion and possible action, Resolution R20-32, Making Nomination to the Position of Special District Member of the Nevada County Local Agency Formation Commission (LAFCo). **President Grueneberg**
6. Discussion and possible action, Resolution R20-33, Making Nomination to the Position of Special District Alternate Member of the Nevada County Local Agency Formation Commission (LAFCo). **President Grueneberg**

7. Discussion and possible action, alternate meeting location for in-person meetings. **President Grueneberg**
8. Discussion and possible action, surplus vehicle, 1999 Ford F550 Rescue Vehicle. **Deputy Chief Funk**
9. Discussion and possible action, modification to staffing. **Chief Turner**
10. Discussion and possible action, District Succession Planning. **Director Hanson**

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.

E. Complaints against any individual District employee cannot be brought up in open meeting directly. The District will only consider such a complaint if submitted in writing.

DRAFT
Nevada County Consolidated Fire District

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Nevada City, CA 95959
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BOARD OF DIRECTORS MINUTES October 15, 2020

Regular Meeting held remotely at
1 (800) 444-2801
Conference Code: 1665498

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Turner, Deputy Chief Funk, Fire Marshal McMahan, Deputy Fire Marshal Mason, Finance Manager Van Groningen, Operations Support Long

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting that all Directors were present with Director Garrett being absent. President Grueneberg 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 – September 17, 2020
2. Fund Balances, Check History report and Credit Card History Report

Director Slade-Troutman motioned to accept the consent calendar. Director Carrington seconded. Director Hanson questioned the credit card history report with hotels and if the District was reimbursement for these expenses. Chief Turner reported that these are not reimbursable items. MOTION passed unanimously following a roll call vote, with Director Garrett being absent.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Dorland, Slade-Troutman

PERSONNEL: Carrington, Hanson, Nelson

AD HOC COMMITTEES

NEGOTIATIONS: Carrington

BOARD POLICY AND PROCEDURES: Grueneberg

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – No report

Personnel – No report

Board Policy & Procedures – No report

JPA – Scheduled to have a meeting soon.

NEW BUSINESS

3. **Discussion and possible action, Resolution R20-31, 2020/2021 Fiscal Year District Wage and Compensation Schedule.**

Chief Turner reported that this resolution reflects the changes in wages that was approved at the September meeting. Director Nelson motioned to adopt Resolution R20-31, 2020/2021 Fiscal Year District Wage and Compensation Schedule. Director Hanson second. **MOTION** passed following a roll call vote unanimously.

4. **Correspondence.**

CHIEF’S MONTHLY REPORT

Chief Funk reviewed the response numbers of the JOA. The City of Grass Valley and Nevada City changed reporting systems. The numbers will be independent next month to reflect just the District’s statistics.

Chief Funk is working on a grant offered by California Special Districts Association for Districts impacted by the Public Safety Power Shutoffs. There are 30 million dollars available for this grant and we are applying for station generators.

Director Hanson spoke of the video of Lieutenant Benton and the rescue he assisted CHP in extracting Firefighters’ from the North Complex.

Discussion regarding the new squad arrival took place. Chief Funk reported that 3 personnel will be flying to the factory on October 26th for an acceptance inspection.

Fire Marshal McMahan reported that he just attended the routine meetings. Discussion took place regarding the utilization of Drones for various operations.

***BOARD DISCUSSION**

Director Hanson stated that after discussion with Chief Turner and his retirement next year, he requested succession planning be added to next month’s agenda

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:25 p.m.

Attest:

Approved by:

Nicole Long
Board Secretary

Keith Grueneberg
President of the Board

**Nevada County Consolidated Fire District
Fund Recap & Cash Balances
October 2020**

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash ¹	(938,312)	1,245,140	88,254	2,947	472,423	870,452
Revenues	52,589	-	9,183	-	-	61,772
Expenditures	(663,640)	-	-	-	(29,910)	(693,550)
Other Inc/Expense	-	-	-	-	-	-
Other Activity ²	(950)	-				(950)
Ending Cash ¹	(1,550,313)	1,245,140	97,437	2,947	442,513	237,724

¹ Includes Well Fargo

² Balance sheet cash activity not reported on fund report in the current month.

Nevada County Consolidated Fire District
Operating Fund 722
 October 2020

	Oct 20	Jul - Oct 20	Budget	% of Budget
Revenue				
4000 · Taxes & Assessments				
4010 · Current Secured		5,228	3,226,494	0%
4011 · Prior Secured		(120)		
4020 · Current Unsecured		22	50,459	0%
4030 · Prior Unsecured			1,390	
4040 · Supplemental Secured		10,156	39,205	26%
4050 · Supplemental Unsecured		63	1,315	5%
4060 · Supplemental Prior Unsecured		9	169	5%
4110 · Special Assessment		(2,502)	2,073,062	(0%)
4151 · Special Tax 2012 (transfer in)		45,000	981,062	5%
4230 · State Homeowners			25,334	
4240 · State Public Safety Prop 172	30,387	85,830	415,869	21%
Total 4000 · Taxes & Assessments	30,387	143,686	6,814,359	2%
4500 · Reimbursements				
4510 · Strike Team		1,760	150,000	1%
4522 · Strike Team Cost Offset		(1,760)		
4530 · Training	(621)	(621)		
4540 · Vehicle Repair		2,387	5,000	48%
4550 · Cost Recovery		923	18,500	5%
4690 · Other Reimbursements	20,480	25,438	65,960	39%
Total 4500 · Reimbursements	19,859	28,127	239,460	12%
4800 · Other Revenue				
4810 · Inspections & Permits	527	961	12,000	8%
4812 · Plan Reviews	66	2,174	10,000	22%
4820 · Interest & Finance Charges		8,767	31,481	28%
4830 · Rentals	1,450	4,600	28,740	16%
4870 · Other Revenue	300	656		
Total 4800 · Other Revenue	2,343	17,158	82,221	21%
Total Revenue	52,589	188,971	7,136,040	3%

Expense

5000 · Wages & Benefits

5100 · Wages

5111 · Chief / Deputy Chief (2)	27,725	122,858	353,362	35%
5113 · Battalion Chief (2)	17,707	79,136	225,361	35%
5114 · Prevention (2)	16,506	71,238	207,881	34%
5121 · Captains (9)	65,325	307,725	844,810	36%
5122 · Lieutenants (6)	35,215	153,973	471,207	33%
5123 · Firefighter (12)	53,263	237,179	763,117	31%
5132 · PCF / Reserve FF			600	
5141 · Clerical (3)	14,413	65,149	226,807	29%
5145 · Fire Mechanic (1.5)	9,924	43,139	125,510	34%
5151 · Overtime	35,296	116,261	402,730	29%
5153 · Additional Overtime Staffing	133	15,176	41,225	37%
5155 · EPSL Overtime	200	600		
5161 · Strike Team	102,944	493,906		
5165 · Strike Team Backfill	36,076	167,740		
5167 · Strike Team Revenue Offset		(1,760)		
5171 · Holiday Stipend	8,297	22,270	75,196	30%
5173 · Vacation / CTO Buy Back	3,609	13,303	96,751	14%
5185 · Directors		1,275	4,500	28%
Total 5100 · Wages	426,633	1,909,168	3,839,057	50%

Footnote →

Strike team activity 17%

5500 · Payroll Taxes

5511 · Medicare Employer Tax	5,542	25,166	55,921	45%
5512 · Soc Security Employer Tax	77	444	316	141%
5521 · SUI Employer Tax	26	151	5,693	3%
Total 5500 · Payroll Taxes	5,645	25,761	61,930	42%

5700 · Benefits

5711 · Pension	48,421	570,717	1,009,523	57%
5731 · Health Insurance	55,145	219,671	772,464	28%
5735 · Life Insurance	907	3,292	15,000	22%
5751 · Workers Comp Insurance		190,494	190,964	100%
Total 5700 · Benefits	104,473	984,174	1,987,951	50%

Total 5000 · Wages & Benefits

536,751	2,919,103	5,888,938	50%
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6000 · Personnel Related				
6010 · Clothing / PPE				
6011 · Uniforms	757	2,187	13,005	17%
6021 · Personal Protective Equip	50	318	35,000	1%
6031 · Safety & PPE (per MOU)		14,867	33,060	45%
Total 6010 · Clothing / PPE	807	17,372	81,065	21%
6100 · Food / Meals				
6111 · Meals - Administration		79	300	26%
6112 · Meals - Training		344		
6113 · Meals - Fire		526	500	105%
6114 · Meals - Interns	1,050	3,600	35,959	10%
Total 6100 · Food / Meals	1,050	4,549	36,759	12%
6200 · Training / Fitness				
6211 · Wellness Program		924	30,818	3%
6213 · Fitness Program			8,500	
6221 · Tuition - Safety Personnel		4,996	20,500	24%
6232 · Travel Expense			8,500	
6241 · Training Materials	10	295	2,000	15%
6246 · Public Safety Training Center		672	1,000	67%
6261 · Licenses & Certificates	68	394	2,500	16%
6271 · Training - Administration			7,500	
Total 6200 · Training / Fitness	78	7,281	81,318	9%
Total 6000 · Personnel Related	1,935	29,202	199,142	15%
6500 · Facility & Equipment Related				
6510 · Communications				
6511 · Telephones	1,180	5,202	20,280	26%
6521 · Mobile Phones	735	3,033	9,000	34%
6510 · Communications - Other		(7)		
Total 6510 · Communications	1,915	8,228	29,280	28%
6550 · Station				
6551 · Supplies & Services - Stations	1,099	4,490	13,380	34%
6591 · Small Tools	262	507		
Total 6550 · Station	1,361	4,997	13,380	37%
6610 · Insurance				
6611 · Liability	15,011	15,011	15,052	100%
6621 · Property	18,383	18,383	17,322	106%
Total 6610 · Insurance	33,394	33,394	32,374	103%
<i>Footnote</i> →		<i>Annual Premium</i>		
6650 · Maintenance				
6681 · Facility Maint & Improvements	1,739	36,537	170,000	21%
Total 6650 · Maintenance	1,739	36,537	170,000	21%
6700 · Medical Supplies				
6716 · EMS Supplies	9,702	14,186	20,000	71%
Total 6700 · Medical Supplies	9,702	14,186	20,000	71%

6750 · Apparatus Equipment				
6751 · Hose	177	6,771	16,000	42%
6756 · Ladders			1,500	
6761 · Suppression Equip		1,084	7,500	14%
6766 · Power Tools & Equipment			6,800	
6771 · Pump Testing			4,350	
6776 · Mobile Communications	284	740	4,800	15%
6781 · Technical Rescue Equip	805	5,513	10,000	55%
6786 · SCBA Repair & Maintenance			8,381	
6791 · Small Tools - Apparatus		95	3,100	3%
6796 · Drone	1,000	1,337	3,168	42%
Total 6750 · Apparatus Equipment	2,266	15,540	65,599	24%
6800 · Utilities				
6811 · Alarm	330	660	1,360	49%
6821 · Electricity / Gas	3,914	17,347	41,143	42%
6831 · Propane		222	13,136	2%
6841 · Trash	233	957	3,600	27%
6851 · Water / Sewer	267	1,767	8,549	21%
Total 6800 · Utilities	4,744	20,953	67,788	31%
6900 · Capital Expenditures				
6921 · Apparatus & Equipment			37,103	
6941 · Admin Office Equipm & Computers			24,550	
Total 6900 · Capital Expenditures			61,653	
Total 6500 · Facility & Equipment Related	55,121	133,835	460,074	29%
7000 · Vehicle Related				
7001 · Insurance				
7005 · Vehicle Insurance	8,058	8,058	8,557	94%
Total 7001 · Insurance	8,058	8,058	8,557	94%
<i>Footnote</i> →	<i>Annual Premium</i>			
7010 · Maintenance				
7011 · Accessories	3,783	10,494		
7021 · Body	28	1,511		
7026 · Brakes		2,141		
7031 · Drive Train		14,133		
7036 · Pumps		3,207		
7041 · Tires	2,810	7,804		
7046 · Tools & Shop Related	67	3,833		
7048 · All Categories for Budget			105,820	
7049 · Outside Agency Vehicle Maint	406	1,517		
Total 7010 · Maintenance	7,094	44,640	105,820	42%
7050 · Fuel				
7051 · Fuel	3,501	17,817	67,253	26%
Total 7050 · Fuel	3,501	17,817	67,253	26%
Total 7000 · Vehicle Related	18,653	70,515	181,630	39%

7500 · General & Admin Related				
7501 · Office Expense				
7502 · Administration	32	670	5,200	13%
7506 · Board		80	1,200	7%
7508 · Computer & Software Expense	11,780	23,702	74,850	32%
7509 · Copier Expense	149	362	1,500	24%
7511 · Memberships	7,880	14,308	15,125	95%
7521 · Postage & Delivery		369	1,800	21%
7531 · Other		0		
Total 7501 · Office Expense	19,841	39,491	99,675	40%
7550 · Professional Services				
7551 · Accounting	9,757	11,157	16,400	68%
<i>Footnote</i> →		<i>Field Audit</i>		
7556 · Computer & IT Support	810	3,070	10,080	30%
7561 · Consultants			8,000	
7563 · Hiring Expense	449	1,206	8,250	15%
7566 · Legal Expense	12,021	26,594	73,115	36%
<i>Footnote</i> →		<i>LCW, Lexipol</i>		
7571 · Medical Director			3,600	
Total 7550 · Professional Services	23,037	42,027	119,445	35%
7590 · Publications				
7591 · Legal Notices	330	330	600	55%
7596 · Marketing / Advertising			500	
Total 7590 · Publications	330	330	1,100	30%
7600 · Special District				
7611 · Elections			30,000	
7621 · LAFCo		6,348	6,745	94%
7631 · Nevada County Fees			74,838	
Total 7600 · Special District		6,348	111,583	6%
7650 · Prevention				
7651 · Code Purchases	63	63	1,500	4%
7653 · Investigation Supplies		769	4,300	18%
7657 · Inspection Supplies			1,500	
7661 · Prof Svcs / Plan Checks	150	907	2,500	36%
7663 · Public Education Supplies		21	4,000	1%
7665 · Subscriptions / Memberships	80	2,387	3,000	80%
7667 · Training	350	909	5,000	18%
7669 · Other Prevention / Law Enforce	165	502	3,500	14%
Total 7650 · Prevention	808	5,558	25,300	22%
7800 · JPA				
7831 · Dispatch Charges			150,000	
7841 · Dues / Administration	4,316	4,316	9,064	48%
Total 7800 · JPA	4,316	4,316	159,064	3%
Total 7500 · General & Admin Related	48,332	98,070	516,167	19%
8500 · Strike Team Non Labor Expenses	2,848	7,324		
Total Expense	663,640	3,258,049	7,245,951	45%

Fund over / <under>	(611,051)	(3,069,078)	(109,911)
Other Expense			
8901 · Interest Expense		33	
9101 · Grant Expense		11	
Total Other Expense	<u> </u>	<u> </u>	
		44	
Total Other	<u> </u>	<u> </u>	
		(44)	
Net Fund Activity	<u><u>(611,051)</u></u>	<u><u>(3,069,122)</u></u>	<u><u>(109,911)</u></u>

Nevada County Consolidated Fire District
AB 1600 Mitigation Fund 733
 October 2020

	Oct 20	Jul - Oct 20	Budget	% of Budget
Revenue				
4000 · Taxes & Assessments				
4160 · AB 1600 Mitigation Fees	9,183	91,270	120,000	76%
Total 4000 · Taxes & Assessments	9,183	91,270	120,000	76%
4800 · Other Revenue				
4820 · Interest & Finance Charges		477		100%
Total 4800 · Other Revenue		477		100%
Total Revenue	9,183	91,747	120,000	76%
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6911 · Stations			27,085	
6921 · Apparatus & Equipment		49,498	116,931	42%
Total 6900 · Capital Expenditures		49,498	144,016	34%
Total 6500 · Facility & Equipment Related		49,498	144,016	34%
Total Expense		49,498	144,016	34%
Fund over / <under>	9,183	42,249	(24,016)	
Net Fund Activity	9,183	42,249	(24,016)	

Nevada County Consolidated Fire District
Special Tax Fund 734
 October 2020

	Oct 20	Jul - Oct 20	Budget	% of Budget
Revenue				
4000 · Taxes & Assessments				
4150 · Special Tax of 2012		(2,072)	988,182	(0%)
Total 4000 · Taxes & Assessments		(2,072)	988,182	(0%)
4800 · Other Revenue				
4820 · Interest & Finance Charges		96	1,897	5%
Total 4800 · Other Revenue		96	1,897	5%
Total Revenue		(1,976)	990,079	(0%)
Expense				
7500 · General & Admin Related				
7600 · Special District				
7631 · Nevada County Fees			9,018	
Total 7600 · Special District			9,018	
Total 7500 · General & Admin Related			9,018	
Total Expense			9,018	
Fund over / <under>		(1,976)	981,061	(0%)
Other Expense				
8700 · Transfers Out				
8722 · Transfer to 722		45,000	981,575	5%
Total 8700 · Transfers Out		45,000	981,575	5%
Total Other Expense		45,000	981,575	5%
Net Other		(45,000)	(981,575)	5%
Net Fund Activity		(46,976)	(514)	

Nevada County Consolidated Fire District
Capital Fund 758
 October 2020

	Oct 20	Jul - Oct 20	Budget	% of Budget
Revenue				
4800 · Other Revenue				
4820 · Interest & Finance Charges		2,996		100%
4855 · Sale of Real Property			40,000	
Total 4800 · Other Revenue		2,996	40,000	7%
Total Revenue		2,996	40,000	7%
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6911 · Stations		1,050		
6921 · Apparatus & Equipment			35,000	
6931 · Vehicles	29,910	28,989	66,884	43%
Total 6900 · Capital Expenditures	29,910	30,039	101,884	29%
Total 6500 · Facility & Equipment Related	29,910	30,039	101,884	29%
Total Expense	29,910	30,039	101,884	29%
Fund over / <under>	(29,910)	(27,043)	(61,884)	44%
Net Fund Activity	(29,910)	(27,043)	(61,884)	44%

Nevada County Consolidated Fire District Check History Report

October 2020

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
Oct 20				
	10/01/2020	226690	AT&T (Carol Stream)	46.26
	10/01/2020	226689	AT&T CALNET 3	23.84
	10/01/2020	226659	AT&T Long Distance	7.08
	10/01/2020	V969358	BUCKMASTER OFFICE SOLUTIONS	56.46
	10/01/2020	V969359	ECONOMY PEST CONTROL	97.00
	10/01/2020	226669	ESO (Fire House)	5,417.00
	10/01/2020	226650	EVERGUARD SYSTEMS	165.00
	10/01/2020	226655	GRASS VALLEY FIRE DEPARTMENT	9,354.31
	10/01/2020	V969368	HILLS FLAT LUMBER COMPANY	29.01
	10/01/2020	226646	LIFE ASSIST INC.	939.98
	10/01/2020	V969369	MISSION LINEN SUPPLY, INC.	184.96
	10/01/2020	226636	NETWORK DESIGN ASSOCIATES	1,540.00
	10/01/2020	226642	PLAZA TIRE & AUTO SERVICE	881.99
	10/01/2020	V969393	SMARTER BROADBAND	40.00
	10/01/2020	V969380	WALKER'S OFFICE SUPPLY	210.30
	10/05/2020	226758	AFLAC	982.00
	10/05/2020	226724	ATWOOD INSURANCE AGENCY	41,452.00
	10/05/2020	226709	BLUE SHIELD OF CALIFORNIA	28,956.11
	10/05/2020	226766	FDAC Employee Benefits Authority	1,576.15
	10/05/2020	226764	GOLDEN STATE EMERGENCY VEHICLE	145.70
	10/05/2020	V969444	IMMIX TECHNOLOGY INC	1,552.79
	10/05/2020	V969438	KAISER FOUNDATION HEALTH PLAN	20,456.58
	10/05/2020	226725	LIFE ASSIST INC.	939.98
	10/05/2020	226730	NEVADA CITY FIRE DEPARTMENT	720.08
	10/05/2020	V969417	SPECIAL DIST RISK MGMT AUTH.	4,701.43
	10/05/2020	226768	STANDARD INSURANCE COMPANY	907.50
	10/08/2020	226816	Cummins Pacific LLC	2,222.36
	10/08/2020	V969945	RIVERVIEW INTERNATIONAL TRUCKS	571.35
	10/08/2020	226818	STREAMLINE	200.00
	10/08/2020	226817	THE UPS STORE/DJE CONSULTANTS	24.50
	10/08/2020	V969953	WALKER'S OFFICE SUPPLY	162.06
	10/08/2020	226815	WESTAMERICA BANK (fund 758)	29,909.55
	10/08/2020	226819	WILDLAND FF FOUNDATION	182.00
	10/08/2020	226820	HSA BANK, DIV. OF WEBSTER BANK	7,400.08
	10/08/2020	226821	CalPERS 457 Plan (Def. Comp)	1,350.00
	10/08/2020	226822	AUSTIN SCHUYLER	200.00
	10/08/2020	226823	CONOR DELANEY	250.00
	10/08/2020	226824	Bennett, David	150.00
	10/08/2020	969916	NCCFD - EFTPS (Fed & State Taxes)	41,907.46
	10/08/2020	969932	NEVADA COUNTY PROF FF ASSN	1,085.00
	10/08/2020	969940	NATIONWIDE RETIREMENT SOLUTION	6,162.48

Date	Num	Name	Paid Amount
10/08/2020	909543	CalPERS (Retirement)	35,445.98
10/09/2020		Net Pay PPE 11/3/20	155,697.76
10/13/2020	V970118	BANNER COMMUNICATIONS	82.46
10/13/2020	226964	GRASS VALLEY FIRE DEPARTMENT	4,013.72
10/13/2020	V970103	HUNT & SONS, INC.	2,318.72
10/13/2020	V970086	MISSION LINEN SUPPLY, INC.	126.48
10/13/2020	226952	NETWORK DESIGN ASSOCIATES	540.00
10/13/2020	226976	RESCUE RESPONSE	605.00
10/13/2020	V970092	RIVERVIEW INTERNATIONAL TRUCKS	48.68
10/13/2020	V970097	WALKER'S OFFICE SUPPLY	79.14
10/13/2020	226947	WASTE MANAGEMENT OF NEV. CO.	41.78
10/13/2020	226963	RIEBES AUTO PARTS	439.25
10/19/2020	227222	AT&T CALNET 3	398.31
10/19/2020	227200	CD-Data	1,799.00
10/19/2020	V970254	CORDICO PSYCHOLOGICAL CORP	400.00
10/19/2020	227190	DAWN'S IN STITCHES	165.00
10/19/2020	V970217	ECONOMY PEST CONTROL	126.00
10/19/2020	227229	Empire Energy Inc.	375.34
10/19/2020	227169	ENGINEERED FIRE SYSTEMS, INC.	150.00
10/19/2020	227216	LEXIPOL LLC	7,465.00
10/19/2020	V970220	MISSION LINEN SUPPLY, INC.	58.48
10/19/2020	227179	MOULE PAINT & GLASS, INC.	268.64
10/19/2020	227161	NETWORK DESIGN ASSOCIATES	270.00
10/19/2020	227180	NID	87.58
10/19/2020	227192	RESCUE RESPONSE	50.06
10/19/2020	V970228	RIVERVIEW INTERNATIONAL TRUCKS	137.62
10/19/2020	V970248	ROBINSON ENTERPRISES, INC.	509.40
10/19/2020	227237	SKYFIRE CONSULTING	1,000.00
10/19/2020	227187	UNION, THE	165.13
10/19/2020	V970230	WALKER'S OFFICE SUPPLY	47.37
10/19/2020	227153	WASTE MANAGEMENT OF NEV. CO.	191.28
10/20/2020	V970221	AIR EXCHANGE	568.80
10/20/2020	V970243	BANNER COMMUNICATIONS	120.00
10/20/2020	227201	CalCARD (US BANK)	14,527.27
10/20/2020	227145	L.N. CURTIS & SONS	176.85
10/20/2020	227175	LIFE ASSIST INC.	5,621.69
10/20/2020	V970241	SERNA, ROBIN	30.00
10/20/2020	227198	WITMER ASSOCIATES, INC. dba	49.66
10/23/2020		Net Pay PPE 10/17/20	142,148.59
10/23/2020	227243	HSA BANK, DIV. OF WEBSTER BANK	178.21
10/23/2020	227244	CalPERS 457 Plan (Def. Comp)	1,550.00
10/23/2020	227245	AUSTIN SCHUYLER	200.00
10/23/2020	227246	CONOR DELANEY	50.00
10/23/2020	227247	Bennett, David	200.00
10/23/2020	970313	NEVADA COUNTY PROF FF ASSN	1,085.00

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
10/23/2020	970321	NATIONWIDE RETIREMENT SOLUTION	6,349.90
10/23/2020	970304	NCCFD - EFTPS (Fed & State Taxes)	36,083.80
10/23/2020	909596	CalPERS (Retirement)	37,522.54
10/26/2020	227413	LIEBERT CASSIDY WHITMORE	4,556.00
10/28/2020	227419	AT&T CALNET 3	35.73
10/28/2020	V970445	BANNER COMMUNICATIONS	81.38
10/28/2020	227411	CALIFORNIA SPECIAL DISTR. ASSN	7,805.00
10/28/2020	227416	CRAIG JOHNSON PLUMBING	490.00
10/28/2020	227410	CSFA	75.00
10/28/2020	227417	FECHTER & COMPANY, CPA's	9,757.00
10/28/2020	V970469	FOSTER & SON HOSE AND FITTINGS, INC.	33.96
10/28/2020	227420	GOLDEN STATE EMERGENCY VEHICLE	241.40
10/28/2020	227414	NID	178.95
10/28/2020	227412	PLAZA TIRE & AUTO SERVICE	1,927.95
10/28/2020	V970448	ROBINSON ENTERPRISES, INC.	672.75
10/28/2020	227415	SPD SAW SHOP	261.62
10/28/2020	227418	THE UPS STORE/DJE CONSULTANTS	24.50
10/28/2020	V970423	WALKER'S OFFICE SUPPLY	38.99
10/28/2020	V970417	RIVERVIEW INTERNATIONAL TRUCKS	37.09
10/28/2020	V970399	BUCKMASTER OFFICE SOLUTIONS	92.49
10/29/2020	227536	EVERGUARD SYSTEMS	165.00
10/29/2020	V970526	MENET, KEVIN	68.00
10/29/2020	V970515	MISSION LINEN SUPPLY, INC.	68.00
10/29/2020	227547	NEVADA COUNTY FIRE AGENCY	4,315.82
10/29/2020	V970546	SMARTER BROADBAND	40.00
10/29/2020	227543	UNION, THE	165.13
10/29/2020	V970529	WALKER'S OFFICE SUPPLY	196.21
10/29/2020	V970510	WEATHERS, DEAN	621.00
			704,674.81

Oct 20

Nevada County Consolidated Fire District
Account QuickReport
As of October 31, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
10/06/2020	Payment	CalCARD (US BANK)	-14,527.27
10/06/2020	Greene	DISH NETWORK	75.60
10/06/2020	Greene	SNAP-ON INDUSTRIAL	67.46
10/06/2020	Sunde	Shell Oil	67.82
10/06/2020	Sunde	Auto Zone	43.70
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Sunde	Red Carpet Car Wash	19.99
10/06/2020	Sunde	Hilton Garden	113.93
10/06/2020	Long	Pure Gear	11.95
10/06/2020	Long	Long	890.00
10/06/2020	Long	Avenza Maps	134.16
10/06/2020	Long	Active 911	273.00
10/06/2020	McElhannon	Best Western	150.92
10/06/2020	McElhannon	Best Western	125.51
10/06/2020	McElhannon	Best Western	135.82
10/06/2020	McElhannon	Best Western	271.64
10/06/2020	Menth	Custom Ink	757.19
10/06/2020	Johnsen	C.C.A.I	80.00
10/06/2020	Johnsen	C.C.I.A.	350.00
10/06/2020	McMahan	NFPA	63.45
10/06/2020	Serna	Best Western	125.07
10/06/2020	Serna	Black Car Service	35.00
10/06/2020	Serna	Best Western	754.60
10/06/2020	Turner	Suds Bros	14.00
10/06/2020	Turner	Suds Bros	14.00
10/06/2020	Funk	CVS Pharmacy	2,199.98
10/06/2020	Sullivan	In Rescue Training	10.00
10/06/2020	Sullivan	TravelLodge	106.51
10/06/2020	Sullivan	Yates Gear	149.88
10/07/2020	Finance Mgr	PACIFIC GAS & ELECTRIC CO.	3,914.25
10/09/2020	Finance Mgr	COMCAST	279.07
10/19/2020	Finance Mgr	COMCAST	128.84
10/25/2020	Finance Mgr	COMCAST	128.96
10/26/2020	Finance Mgr	VERIZON WIRELESS	734.82

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
				-1,388.71
TOTAL				<u>-1,388.71</u>



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: Finance Manager Van Groningen through Fire Chief Turner
Date: November 12, 2020
Re: Annual Special Tax Report

In accordance with Government Code Section 50075.3, as per the Nevada County Consolidated Fire District Fire Chief, I am filing the annual report required by Resolution R11-18.

As set forth in the Resolution R11-18 this annual report contains:

1. The amount of funds collected and expended during fiscal year 2019-20
2. The status of projects required or authorized to be funded with the proceeds of the special tax.

Special Tax Funds Collected and Expended

The special tax was used solely for the purpose of providing fire protection, both prevention and suppression, for emergency medical response services within the District, and automatic/mutual aid agreements with other fire suppression or emergency service agencies.

In the fiscal year ending June 30, 2020, the district received proceeds of \$962,009 from the 2012 Special Tax and \$2,293 for interest, for a total of \$964,302. These funds were allocated as follows:

1. 2012 Special Tax Nevada County administrative fees of \$8,502.
2. Operating expenses in the areas of personnel, facility and equipment of \$952,000.
3. Fund balance of \$49,817, an increase of \$3,800.



Nevada County Consolidated Fire District

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

nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Finance Manager Van Groningen through Fire Chief Turner
Date: November 12, 2020
Re: Annual AB1600 Report

General Background:

Through the enactment of Government Code § 66000 (Mitigation Fee Act), the State of California gave local governments the authority to impose fees for a broad class of projects related to growth and development.

Government Code §66006 (b)(1) stipulates the local government will provide information regarding the fees to the public within 180 days after the last day of the fiscal year.

District Background:

Fees are collected by Nevada County Consolidated Fire District based on new development. Prior to December 2016, fees collected were based on the pre-consolidation rates area of responsibility. During the fiscal year, a new fee structure was approved and implemented. The new fee is a universal fee for the entire district. The fee as of October 1, 2019 in hydrant areas is 41 cents per square foot of new development, while un-hydrant areas are 43 cents per square foot of new development. The collected fees are deposited within the Nevada County treasury system, designated fund 6733. As appropriate expenditures occur, warrants are submitted to the county for withdrawal from this same fund. Interest income on the fund balance is applied quarterly. Upon the completion of each month, fund 6733 activity is reported, along with other district funds. The fund reports are included in the monthly board package. The package is available at the monthly board meeting and posted on the district website.

2019-20 Activity for Fund 6733

Beginning Fund Balance	\$119,172
Fees Collected	87,282
Interest Earned	1,900
Facility mortgage station 84	<54,170> Completion 2021
PNC – Engine 86	< 98,996>
Ending Fund Balance	\$55,188

Nevada County
Local
Agency
Formation
Commission

LAFCo
950 Maidu Avenue
Nevada City, CA 95959
Phone: 530-265-7180
E mail lafco@co.nevada.ca.us
<https://www.mynevadacounty.com/907>

Ben Aguilar, **Vice Chair**
Cities

Richard Anderson
County

Kurt Grundel, **Chair**
Districts

Anna Klovstad
Cities

Dan Miller
County

Josh Susman
Public

Nick Wilcox
Districts

Ed Beckenbach
Districts Alternate

Gloria Glenn
Public Alternate

Sue Hoek
County Alternate

Erin Ruark-Minett
Cities Alternate

SR Jones
Executive Officer

P. Scott Browne
Legal Counsel

Deborah Gilcrest
Clerk/Analyst

October 20, 2020

Attention: Boards of Directors --- Nevada County's
Independent Special Districts

RE: Request for Nominations of Candidates for LAFCO's Special District
vacancies:

- One Regular District Member
- One Alternate District member

The current Regular District Member and Alternate Member representing the 24 Independent Special Districts for the Nevada County Local Agency Formation Commission (LAFCO) will end their terms on November 20, 2020. It is therefore time to request nominations for each position.

Per Government Code Section 56334, both members will begin their term in February of 2021 and end their four-year term in May 2025 (upon the appointment and qualification of a successor). An explanation of the responsibilities of LAFCo Commissioners (including Alternates) is attached.

Following are the steps of the nomination and election process:

1. This request for nominations is sent to each Independent Special District, and to ensure all districts the maximum time to act, we send this initial notice by email. Ballots are sent separately at the end of the nomination process.
2. Each district may nominate one candidate for each vacancy; and the District is not required to make a nomination. Each candidate must have his or her own nominating resolution (a **sample resolution** is enclosed). One resolution will specify the nominee for the Regular District member and the other resolution will specify the nominee for the Alternate District member. Nominees must be Board members, not staff. Due to the composition of the Commission, an alternate for each category is required and therefore one

name cannot be used on both resolutions.

3. Nominating districts may also forward brief résumés for their nominees, one paragraph in length, describing their qualifications. **The resolution and the candidates' résumés must be received by LAFCo no later than Thursday, December 17, 2020.**

4. LAFCO staff will then prepare one ballot for each position. Ballots will be mailed in mid-December. To make sure every district has an opportunity to consider its vote at a regularly scheduled meeting, LAFCO will provide a full month (or more) for the return of the ballots.

5. Ballots will be tallied in February 2021, by LAFCO staff in the presence of at least one disinterested third party.

Results of the election for the LAFCO Special District member(s) will be sent to each Special District and each nominee.

The resolution of nomination (see example attached) must be returned *no later than Thursday, December 17, 2020, to the following address:*

**Nevada LAFCO
950 Maidu Avenue, Suite 270
Nevada City, CA 95959**

If you have any questions, comments or concerns please call the LAFCO office at 265-7180. Thank you,

Deborah Gilcrest
Commission Clerk

cc: Kurt Grundel, Commission Chair

enclosures: Responsibilities of a LAFCO Commissioner
Sample Resolution of Nomination

PLEASE NOTE: The difficulty experienced in previous efforts to obtain a quorum for an in-person meeting of the Special District Selection Committee to select a LAFCO member has resulted in the reinstatement of the mail ballot procedure. Please further note the choice of method is the prerogative of the Independent Special Districts of Nevada County, and not LAFCO. Districts that would prefer to have the Selection Committee meet in person to submit nominations and conduct an election may submit a written request to the LAFCO office. Should a majority of districts sign such a request, the “*in-person*” method will be used for the next election of a district member and/or the election of an alternate district member.

Responsibilities of a LAFCo Commissioner

What is LAFCo?

The Local Agency Formation Commission (LAFCo) is an independent public agency with authority over local government agency changes of organization—that is, annexations, detachments, and consolidations of cities or districts, formation and dissolution of Special Districts, and incorporation and disincorporation of cities. Additionally, LAFCo is responsible for adopting a Sphere of Influence for each agency in the county. The Sphere of Influence is a plan for an agency's probable future boundaries and should represent a logical growth plan for the agency.

LAFCo's Composition

The Commission is composed of two Special District Members (elected by the Independent Special Districts); two County Members (appointed by the Board of Supervisors); two City Members (appointed by the City Selection Committee); and a Public Member (appointed by the other LAFCo Commissioners). *In addition, each category has an Alternate Member who votes in the absence of one of the members of that category. Alternate Members attend all meetings and participate in all discussions.*

The Commissioner's Role

LAFCo Commissioners approve or deny proposals for changes in organization based on the procedures and standards of the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Sections 56000 *et seq.*). Additionally, LAFCo is subject to the California Environmental Quality Act, as are all public agencies.

LAFCo Commissioners are required to file an annual Statement of Economic Interest, Form 700, as prescribed by the Fair Political Practices Commission, and to observe the LAFCo Conflict of Interest Code.

Commissioners, including alternates, are also required to complete two hours of ethics training in compliance with AB 1234 within one year of their election (County, City, and District members) or appointment (Public members) and every two years thereafter.

LAFCo Meetings

The Commission usually meets at 9:30 a.m. on the third Thursday of each month in Nevada City; meetings are occasionally held elsewhere and at other times. Commissioners are expected to attend all meetings and participate in the deliberation process. LAFCo also has an appointed staff to coordinate meeting logistics and to research and make recommendations on proposals before the Commission.



Nevada County Consolidated Fire District

Resolution 20-32

MAKING NOMINATION TO THE POSITION OF SPECIAL DISTRICT MEMBER OF THE NEVADA COUNTY LOCAL AGENCY FORMATION COMMISSION

WHEREAS, the Nevada County Consolidated Fire District Board of Directors has received notice of the request for nominations for a Special District position on the Local Agency Formation Commission of Nevada County, pursuant to Section 56332 of the Government Code; and

WHEREAS, the Board of Directors of the Nevada County Consolidated Fire District has considered this request and determined to nominate the individual named below to serve on Nevada County LAFCo as Special District Member;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District nominates _____ for Special District member with a term to expire May 5, 2025.

The foregoing resolution was duly passed at a regular meeting of the Nevada County Consolidated Fire District held on November 19, 2020 by the following roll call 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

Resolution 20-33

MAKING NOMINATION TO THE POSITION OF ALTERNATE SPECIAL DISTRICT MEMBER OF THE NEVADA COUNTY LOCAL AGENCY FORMATION COMMISSION

WHEREAS, the Nevada County Consolidated Fire District Board of Directors has received notice of the request for nominations for a Special District Alternate Member position on the Local Agency Formation Commission of Nevada County, pursuant to Section 56332 of the Government Code; and

WHEREAS, the Board of Directors of the Nevada County Consolidated Fire District has considered this request and determined to nominate the individual named below to serve on Nevada County LAFCo as Special District Alternate Member;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Nevada County Consolidated Fire District nominates _____ for Special District Alternate Member with a term to expire May 5, 2025.

The foregoing resolution was duly passed at a regular meeting of the Nevada County Consolidated Fire District held on November 19, 2020 by the following roll call vote:

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

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

Attest:

Nicole Long, Secretary of the Board



7.

Alternate Meeting Location.



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: Deputy Chief Jerry Funk through Fire Chief Turner
Date: November 13, 2020
Re: Surplus Vehicle

Background:

In accordance with the District's mobile equipment replacement plan, one 1999 Ford F-550 is being recommended for surplus. This vehicle will be replaced and is no longer of use to the District.

Recommendation:

The District declare the following vehicle surplus and authorize Deputy Chief Jerry Funk to negotiate the sale for fair market value:

- Unit # 135, 1999 Ford F-550, VIN # 1FDAW57F2XEB74607

Fiscal Implications:

Estimated approximate valuation for the vehicle: \$30,000.00.



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: Nevada County Consolidated Fire District Board of Directors
From: Jim Turner, Fire Chief
Date: November 10, 2020
Re: Modification to Staffing

Background:

Over the past two months we have seen an increase in the number of positive cases of COVID and/or sick leave usage within our organization and within the JOA. Fortunately, all of our personnel are doing well, and they are expected to be back to work within a few days.

Our personnel have been working extended hours to ensure staffing is met within our stations. I have been closely monitoring the staffing and the number of additional hours our employees are working. It is my concern that we are starting to over utilize our personnel and the potential vulnerability that exists will lead to more sick leave usage in the near future.

Recommendation:

I have identified a solution to ensure the safety of our personnel and the ability to get through these uncertain times. I have met with President Grueneberg, JOA Chief Officers and Labor to come up with an acceptable solution.

With your support, when a firefighter or lieutenant calls in sick, in lieu of having to place an employee of the same rank on extended work hours, we would like to have the flexibility to utilize one rank above. For example, if a firefighter calls in sick and/or has tested positive for COVID we could utilize a lieutenant to fill the vacancy. This will only occur after adhering to the callback policy up until the need to mandatory an employee. This is a temporary amendment to our current practice and a deviation from the Safety Personnel's MOU and will require a side letter of support from the Local.

I have spoken with Shop Steward Serna and he is in support of this temporary amendment to the existing callback procedure and willing to provide a side letter to the MOU.

Implications:

The frequency of having to use this latitude will be minimal, and it will not be for an extended period of time. It is my overall goal to ensure the safety of our personnel and to be able to provide the highest level of customer service to our constituents today and in the future.

**Side Letter Agreement to the
July 2019 – June 2021 Memorandum of Understanding (MOU)
Between
Nevada County Professional Firefighters, IAFF Local 3800
And
Nevada County Consolidated Fire District**

The parties to this agreement have met and conferred, and agree to amend Section 12 (Overtime and Compensatory Time-Off (CTO) of the current MOU by adding the following language:

Existing:

- b. In cases of planned or unplanned vacancies, overtime will be first offered to NCC employees of the same rank, then NCC employees on the current acting list of that rank. If no NCC employee of the same rank on the acting list accepts the shift, the on-duty Battalion Chief shall have the discretion to utilize qualified personnel from the JOA, or mandatory NCC employees in accordance with District policy. Emergency or immediate coverage needs will be at the discretion of the Battalion Chief and/or Duty Officer.

To include:

When a firefighter or lieutenant calls in sick, in lieu of having to place an employee of the same rank on extended work hours, District Chief Officers would have the flexibility to utilize one rank above, prior to mandatory staffing. For example, if a firefighter calls in sick and/or has tested positive for COVID we could utilize a lieutenant to fill the vacancy. This will only occur after adhering to the callback policy up until the need to mandatory an employee.

Note: This is a temporary amendment to our current practice and a deviation from the Safety Personnel's MOU. This side letter agreement shall be in effect as of November 19, 2020 and during the remaining term of the MOU.

For Nevada County Consolidated Fire District

By: _____

Date: _____

For Nevada County Professional Firefighters

By: _____

Date: _____



10.

Succession Planning.



NCCFD CHIEFS' MONTHLY REPORT

To: NCCFD Board of Directors
From: Jim Turner, Fire Chief
Jerry Funk, Deputy Chief
Date: November 10, 2020

OPERATIONS

Statistical data for the period of October 1 thru October 31, 2020.

- 336 calls for service. (182 emergency, 154 non-emergency)
 - Average response time urban – 3 minutes 38 seconds
 - Average response time rural – 9 minutes 53 seconds
 - Average response time overall - 7 minutes 57 seconds
- *Averages based on emergency responses only.

Significant Incidents:

- Strike Team / Overhead activity throughout the state.
- Residential structure fire Rough & Ready Highway area. Limited extension to the wildland and a neighboring residence.
- Numerous local vegetation fires, the largest being 2 acres.
- Numerous serious traffic accidents.

Training:

- 472 hours of documented training for the month of October.
- Four staff members received certification as Rope Rescue Technicians in Clark County Nevada.

ADMINISTRATION

- Chief Turner, Deputy Chief Funk, Fire Marshal McMahan and B/C Sunde participated in the virtual meeting of the Nevada County Fire Chiefs Association.
- Deputy Chief Funk and Fire Marshal McMahan attended the virtual monthly Community Agencies United for Safe Schools and Safe Streets (CAUSSS) Meeting.
- Chief Turner and Deputy Chief Funk attended the virtual Law Enforcement and Fire Protection Council Meeting.
- Chief Turner attended the virtual Nevada County JPA Meeting.



NCCFD CHIEFS' MONTHLY REPORT

- Fire Mechanic Greene, Service Technician Margherita and Captain Nunnink completed the acceptance inspection for the new Rescue 84 in New London, Wisconsin.
- Chief Turner participated in a virtual meeting with the County of Nevada regarding hazardous materials response.
- Chief Turner and Fire Marshal McMahan attended a virtual Yuba River Cohort meeting.
- Chief Turner met with Cal Fire Unit Chief Estes regarding automatic aid agreements.
- Staff submitted two grant applications. One to Cal OES for funding to replace the stand-by generator at St. 89 and the other to State Farm for community yard waste bins.
- Deputy Chief Funk and Firefighter Wilson met with Dr. Daniel Goldsmith regarding medical director services.
- Deputy Chief Funk and Shop Steward Serna met and conferred regarding the re-write and development of the call-back and mandatory policies.

FIRE PREVENTION

Meetings and Training attended by Fire Marshal McMahan:

- Mountain Lake Estates Safety Committee to discuss repairs of their drifting lines on the big pond.
- Virtual Sacramento Regional Fire Prevention Officers Association.
- Board of Supervisors meeting answered questions on the updated Events Ordinance.
- Met with planning, consultants, representatives from Grass Valley Fire, Ophir Hill Fire and Cal Fire on fire safety concerns for the Rise Gold Project.
- Fire Safe Council of Nevada County, where Fire Marshal McMahan was appointed to a Director's position on the Board to represent the Nevada County Fire Chiefs' Association.

Comments:

Fire Marshal McMahan was asked to sit on an interview panel to pick a consultant for the Ready Nevada County Extreme Climate Mobility and Adaption Plan. The consultant chosen will write a regional plan to identify the climate-related weaknesses of the transportation in Nevada County. Included in this plan will be improvement programs and emergency response plans for the region.