

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES February 17, 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, Fire Marshal McMahan, Division Chief Sullivan, Battalion Chief Smith, Deputy Fire Marshal Mason

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting that all Directors were present. 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 – January 20, 2022
2. Fund Balances, Check History Report and Credit Card History Report

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

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Dorland, Slade-Troutman

PERSONNEL: Carrington, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

SUCCESSION PLANNING: Carrington, Nelson

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – No report.

Personnel – Interviewed candidates for Board Secretary.

Board Policy & Procedures – No report.

Succession Planning – No report.

JPA – Meeting Next Weekend.

NEW BUSINESS

3. Discussion and possible action, Presentation by the Greenhorn Firewise Community regarding storage tanks along Greenhorn Road.

President Grueneberg introduced Dianne Marshall from the Greenhorn Firewise Community. Ms. Marshall reported that they have been working on the water tank storage project for quite some time. The community has been busy fundraising and grant writing. She gave an update on where they were with the project and future steps to getting this completed. Ms. Marshall stated that they believe this may be a pilot program for County and hope to be partners on this project with the fire district. In addition, she would like to give the Board and District an annual report.

4. Discussion and possible action, Chief Turner Retirement.

President Grueneberg reported that we have received the letter included in this packet from Chief Turner with his retirement date. Some discussion took place on Chief Turner's goals he would like to see progress on for the district before retirement, and his accomplishments since he has been the Chief.

5. Discussion and possible action, Fire Chief Description.

President Grueneberg discussed that with Chief Turner retiring it is a good time to review the Chief job description. After a brief discussion, Director Dorland motioned to approve the job description for Fire Chief. Director Carrington seconded. **MOTION** passed unanimously.

6. Discussion and possible action, Fire Chief Recruitment.

President Grueneberg discussed the recruitment of the Fire Chief and the options of searching for a Fire Chief. The cost of a consultant is approximately \$30,000.00 which the district has paid in the past. The recommendation is to do our own recruitment. After some discussion, the Directors agreed to handle the recruitment in-house.

7. Discussion and possible action, Resolution 22-05, Executor of Wells Fargo accounts.

Chief Turner reported that last month the Board approved a new signature list of employees to sign for the Wells Fargo accounts. Finance Manager Van Groningen and Administrative Services Manager Long went to Wells Fargo for the change and found a resolution was needed to remove the current account executive. After a brief discussion, Director Dorland motioned to adopt Resolution 22-05. Director Slade-Troutman seconded. **MOTION** passed following a roll call vote.

8. Discussion and possible action, Administrative Agreement between Nevada County Consolidated Fire District and Penn Valley Fire Protection District.

Chief Turner reported that last month, Michelle Thelin with Penn Valley Fire was introduced virtually. This agreement is to allow the district to utilize Ms. Thelin's expertise in high-level financial accounting functions. In addition, Penn Valley can utilize our services if needed as well. Director Garrett motioned to approve Chief Turner to sign the agreement with Penn Valley Fire Protection District. Director Hall seconded. **MOTION** passed unanimously.

9. Discussion and possible action, Resolution 22-06, Authorizing Overtime and Portal to Portal Pay for Employees.

Chief Turner reported this resolution is to update ranks and positions that have changed within the district and receive portal to portal pay while on incidents. Director Slade-Troutman motioned to adopt Resolution 22-06. Director Nelson seconded. **MOTION** passed following a roll call vote.

10. Discussion and possible action, Ordinance 22-01, Conflict of Interest Code.

Chief Turner reported that this needs to be updated due to the position changes. The board waived the reading and Director Garrett motioned to approve the first reading of Ordinance 22-01. Director Carrington seconded. **MOTION** passed following a roll call vote.

CHIEF'S MONTHLY REPORT

Chief Turner reported that Staff attended the Board of Supervisors workshop. They went with a different style, and we had a seat at the table. The County is very interested in the prevention department as well as working on having one fire agency in the County. This recently happened in Sonoma County with funding assistance from the County.

Chief Turner informed the board that Staff will be bringing a request for a budget amendment increase in training and personal protective equipment due to the number of new hire needs.

Fleet and Facilities Supervisor Greene reported that Engine 88 is in production and the pre-delivery inspection is expected to be the week of March 14th. The roof at 86 is complete and the contractors are waiting for a few rails to come in to complete that project. We are also still waiting on the generator for station 89 and the new switch for the new generator at 84.

Division Chief Sullivan reported that there were 310 calls in the month of January with an average response time of 5 minutes and 46 seconds.

Battalion Chief Smith reported that a lot of training is taking place on all the shifts, Swift Water and Driver Operator 1A were the most recent.

Fire Marshal McMahan verbally reviewed the prevention section of the report, highlighting a meeting regarding Cannabis concerns in the County.

***BOARD DISCUSSION**

President Grueneberg wanted to confirm that everyone received the date for the badge pinning and retirement recognition for April 5th.

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:47 p.m.

Attest:

Nicole Long

Nicole Long
Board Secretary

Approved by:

Keith M. Grueneberg
[Keith M. Grueneberg \(Apr 25, 2022 10:36 PDT\)](#)

Keith Grueneberg
President of the Board









2022-02-17 Approved Minutes

Final Audit Report

2022-04-25

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