

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES October 17, 2024

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Division Chief Sullivan, Fire Marshal Mason, Administrative Services Long, Fleet & Facilities Supervisor Greene, Battalion Chief Nunnink and PVFD Board President Stephenson.

STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting that all Directors were present. Battalion Chief Nunnink led in the pledge of allegiance.

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

No comment.

CONSENT CALENDAR

1. Acceptance of Minutes – September 19, 2024
2. Fund Balances, Check History Report and Credit Card History Report

Director Nelson motioned to accept the consent calendar as presented. Director Carrington seconded. **MOTION** passed unanimously with all Directors present.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Garrett, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

REORGANIZATION: Carrington, Dorland, Grueneberg

PUBLIC INFORMATION OFFICE: Nelson, Bush

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

Finance – No report.

Personnel – No report.

Board Policy & Procedures – No report.

JPA – No report.

PIO Committee – Met 10/15 & came up with next wave of info for public, to be completed end of 3rd quarter.

Reorganization – No report.

NEW BUSINESS

3. Discussion and Possible Action, R24-28, Approving Renewal with Benefit Carriers for Benefit Plans through Various Providers, For the Period of December 1, 2024 to November 30, 2025.

Administrative Services Long advised this resolution is one we pass every year for medical plans. Staff discussed the changes and specifics with a licensed broker with the continuation and addition of medical plans through Blue Shield and Kaiser. There was an option of HealthNet, but not many providers up here. Director Slade-Troutman motioned to approve R24-28, Approving Renewal with Benefit Carriers for Benefit Plans through Various Providers, For the Period of December 1, 2024 to November 30, 2025. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with all Directors present.

4. Discussion and Possible Action, Resolution R24-29, Fund Transfer from Capital Fund 758 to Operating Fund 722 in the Amount of \$161.13.

Administrative Services Long stated this resolution is a fund transfer of \$161.13 that reflects expenditures for capital purchases that were paid from Fund 6722 (Operating Fund) that should have been paid from Fund 6758 (Capital Fund). Director Nelson motioned to adopt Resolution R24-29, Fund Transfer from Capital Fund 758 to Operating Fund 722 in the Amount of \$161.13. Director Hall seconded. **MOTION** passed unanimously following a roll call vote, with all Directors present.

5. Correspondence – Thank you letter from Grass Valley Fire Department

President Gruenberg advised we received a letter from the City of Grass Valley – Fire Department thanking us for our swift response and integral assistance in the Everhart Hotel fire that occurred on August 27.

CHIEF'S MONTHLY REPORT

Chief Robitaille briefly highlighted the meetings and events he and Division Chief Sullivan attended throughout the month, advising they hired two firefighters both from Nevada County. Chief Robitaille talked about how busy staff has been with strike teams out of state in Oregon and Wyoming. Additionally, Chief Robitaille briefed the Board on a recent flight with non-profit pilots from CALDart, and to see the expanse of our district from the air was amazing. He is setting up a flight for other Chief-level staff from our district. Division Chief Sullivan briefly highlighted the calls for service in the month of September with 339 incidents, 7:48 response time and 63% EMS calls and 37% fire/other calls. Administrative Services Long gave a brief report on the trainings her and Administrative Services Assistant Bush have taken and reported on how effective our presence has been and the potential to reach followers.

Fire Marshal Mason completed 1 plan reviews, 10 general operational permits, 5 construction permits and 8 educational property walks. He attended the South Ponderosa Phase 2 Fuel Break Town Hall and met with Squirrel Creek Road residents to discuss secondary evacuation routes and inspect the S. Ponderosa overpass highway access. He and FPO Tellam attended the Sacramento Regional Fire Prevention Officers Meeting. FPO Tellam attended the Sierra-Sacramento Arson Task Force Meeting, attended the Wolf Creek Firewise Community Meeting and met with Echo Ridge School officials to discuss emergency planning. Fire Marshal Mason assisted Nevada County OES with DSI Interviews, he completed Fire Marshal 1B & 1D and investigated a fire on a back deck of a residence. They both completed range qualifications with NCPD. FPO Tellam attended the Alta Sierra Jog-A-Thon with 89 and the Fire Prevention Department donated a ride to school certificate to the NCLEFPC.

Board discussion: Chief Robitaille advised NCC Fire Station 89 is conducting a Halloween Safety Stop from 4:00-7:00pm and will have a BBQ, goodie bags and a station tour. Fire Marshal Mason advised Coloring with Caution is being scheduled with the schools for magnets to be placed on fire engines. Division Chief Sullivan mentioned Firefighter Thanksgiving is coming up at the Golden Era on November 25.

CLOSED SESSION

No public comment was made for closed session. The board entered closed session at 7:47pm.

6. Public Employee Performance Evaluation – Fire Chief

The consensus of the board stated the chief’s performance not only exceeded but went over and above their expectations. Chief Robitaille appreciated the comments and advised with the caliber of people at the district, he hit the jackpot. President Grueneberg added he believes Chief Robitaille is one of the top Chief’s in the area.

The Board reported out of closed session at 7:57 pm.

ADJOURNMENT

President Grueneberg adjourned the meeting at 8:01 pm.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:



[Keith M. Grueneberg \(Nov 25, 2024 14:13 PST\)](#)

Keith Grueneberg
President of the Board










2024-10-17 Meeting Minutes Approved

Final Audit Report

2024-11-25

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