

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES November 16, 2023

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Division Chief Sullivan, Administrative Services Manager Long, Fire Prevention Officer II Tellam, Fleet & Facilities Supervisor Greene 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 but Director Garrett present. Fleet & Facilities Supervisor Greene 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 Meeting Minutes – October 19, 2023
2. Acceptance of Joint Workshop Meeting Minutes – October 7, 2023
3. Fund Balances, Check History Report, and Credit Card History Report
4. Update the Nevada County Signature Sheet

Director Dorland motioned to accept items 1,3 and 4 on the consent calendar. Director Slade-Troutman seconded. **MOTION** passed unanimously with all Directors but Director Garrett present. Director Nelson requested to pull item 2, the Joint Workshop meeting minutes, to reflect the amendments made from the October meeting as discussed. The minutes were amended, adding the Board Discussion which the topics of discussion were the Communications Plan and staffing concerns. Director Dorland motioned to accept item 2 on the consent calendar. Director Hall seconded. **MOTION** passed unanimously with Director Garrett absent.

COMMITTEE REPORTS

STANDING COMMITTEES

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

AD HOC COMMITTEES

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

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

Finance – No report.

Personnel – No report.

Board Policy & Procedures – No report

Consolidation – President Grueneberg and Chief Robitaille met with the County Clerk in which there are just over 30,000 voters in Nevada County. 9,000 voters will be needed to protest the consolidation.

JPA – Chief Robitaille advised Director Garrett attended the meeting. The dispatch contract was approved as was the surplus of Command One for NCSO.

NEW BUSINESS

5. Discussion and Possible Action, Mentions of Outstanding Service.

President Grueneberg awarded Fleet and Facilities Supervisor Greene a certificate for Outstanding Service for an excellent job fixing Water Tender 59 which had sat for a year due to mechanical trouble. The NCC Fire Board acknowledged Fleet & Facilities Supervisor Greene and Service Technician Derek Margherita for their services in keeping all NCC Fire apparatus in service and mission ready. Their talent, work ethic and dedication are appreciated.

6. Discussion and Possible Action, R23-30, Fund Transfer from 722 to 758.

Administrative Services Long stated the district received a grant that was deposited in Fund 722, but since it is a capital improvement, they want to transfer the funds into Fund 758 and reflect the costs in that. Director Nelson motioned to approve R23-30, Fund Transfer from 722 to 758. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

7. Discussion and Possible Action, Name of Reorganization District.

President Grueneberg advised LAFCo approved the name: Nevada County Fire & Rescue District. No discussion from the board. Director Dorland motioned to approve the Name of the Reorganization District. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

8. Discussion and Possible Action, New Organization of the Board.

President Grueneberg advised the Board they will not be making any decision tonight on who will be remaining on the Board after the reorganization but wished to get approval for a 7-member Board of Directors for the new district. Director Dorland approved the New Organization of the Board with 7 members. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent. President Grueneberg advised the 7 members would be split (4 from NCC Fire and 3 from Penn Valley Fire) based on tax appropriations. Both NCC Fire and Penn Valley Fire Boards will operate through June 2023, with the new board starting on July 1, 2024. Director Slade-Troutman motioned to approve NCC Fire having 4 positions on the New Reorganization Board. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

9. Discussion and Possible Action, Appoint Members to the Ad Hoc Communications Committee.

President Grueneberg advised the need for a Communications Committee came out of the Joint Workshop in October with Director Nelson bringing up the idea to look for people within our organizations to assist in getting the word out and the various methods to use. Director Jordan and Vice Chair Wittler from Penn Valley Fire volunteered to join the committee. Director Nelson advised she would be interested in volunteering and advised she could assist behind the scenes and attend meetings. President Grueneberg nominated Board Secretary Tricia Bush due to her background in Journalism.

10. Discussion and Possible Action, Amendment 1 to the MOU Between County of Nevada, Rough and Ready Fire Protection District, Penn Valley Fire Protection District and Nevada County Consolidated Fire District to Approve Resolutions in Support of Submitting the Reorganization Plan to LAFCo.

President Grueneberg stated by December, we would like to pass the Resolution of Intent, but are putting it off until February. This is just to acknowledge the change and amend the original MOU. The County Resolution is 23-429. Director Nelson motioned to adopt Amendment 1- MOU Between County of Nevada, Rough and Ready Fire Protection District, Penn Valley Fire Protection District and Nevada County Consolidated Fire District to Approve Resolutions in Support of Submitting the Reorganization Plan to

LAFCo. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

11. Discussion and Possible Action, Accept Citizen Oversight Committee Resignation from Tom O’Toole and Authorize Staff to Open Applications for a New Member.

President Grueneberg announced that Citizen Oversight Committee Member Tom O’Toole resigned from his position on the Nevada County Citizen Oversight Committee. President Grueneberg stated he would like to present him with a certificate for his hard work and dedication to our agency and community over the years. Director Dorland motioned to accept Citizen Oversight Committee Resignation from Tom O’Toole and Authorize Staff to Open Applications for a New Member. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with Director Garrett absent.

CHIEF’S MONTHLY REPORT

Chief Robitaille addressed the Board stating the seasonal appointment has ended and two seasonals have been hired as temporary firefighters to fill some vacancies. WT 59 is in service at Rough and Ready Fire and Fleet & Facilities Supervisor Greene and Service Technician Margherita worked hard on getting it up and running. A new Admin vehicle was delivered that was fully outfitted and ready to go. He attended a meeting with Peardale-Chicago Park Fire where they discussed possible reorganization plans, he was the guest speaker at the NCLEFPC Membership Mixer and attended the Nevada County Board of Supervisors Meeting where our fee schedule was approved. He attended the Alta Sierra Town Hall Meeting with Congressman Kiley and Supervisors Hoek and Scofield, the NCC Fire Citizen Oversight Committee, and met with LAFCo. Chief Robitaille and Division Chief Sullivan advised Station 82 funding was received to start the Revitalization Project and hopefully they will get a bus turnaround at that location. They attended the Joint Leadership Meeting with PVFD and NCC Fire staff, attended both the County Chiefs Meeting and the District Battalion Chiefs Meeting. Division Chief Sullivan briefed the board on his meetings with Yuba River Cohorts, the Law Enforcement Fire Council Meeting, KNCO Interview as well as reminding everyone about Firefighter Thanksgiving on November 20. He summarized the statistics for the district, advising 339 calls for service with 41% as Fire Calls and 59% EMS calls. He reported a 5:50 average travel time for first due units to scene, 12 fires (9 vegetation, 2 vehicle fires and 1 structure). Rescue 84 assisted Nevada County SAR with a rescue near Purdon Crossing.

FPO Tellam gave the Fire Prevention Report highlighting several public education events at our local schools such as assisting GVFD with an event at Lyman Gilmore, attending the Fall Festival at Deer Creek School and speaking with kids from Alta Sierra School. Magnet Day is this Friday where winners from Coloring with Caution (a fire prevention week contest) will get to put their magnet on fire apparatus and staff vehicles. Crews participated in a Halloween book reading at Madeline Helling Library and passed candy out at several locations. Chief Mason attended the CCAI conference in San Luis Obispo and learned about lithium batteries. FPO II Tellam advised he attended and completed all 832PC courses and is now a Sworn Peace Officer. Chief Mason, Tellam and PT Fire Investigator attended a fire investigation report class. FPO Tellam met with faculty at an agricultural property bequeathed to the school district for ag programs on Chukar Road. Chief Mason and Tellam attended the Sierra Sacramento Arson Task Force meeting and the Sacramento Regional Prevention Officers meeting at SMUD. Lastly, FPO II Tellam and Division Chief Sullivan attended the CAUSS Meeting at the Superintendent of Schools office.

***BOARD DISCUSSION**

No discussion

ADJOURNMENT

President Grueneberg adjourned the meeting at 7:54 pm.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:

Keith M. Grueneberg

[Keith M. Grueneberg \(Dec 24, 2023 22:11 PST\)](#)

Keith Grueneberg
President of the Board










2023-11-16 Meeting Minutes

Final Audit Report

2023-12-27

Created:	2023-12-22
By:	Tricia Bush (triciabush@nccfire.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAF_JM88GqujuM5X8kuls1LNxUzRvVu81Z

"2023-11-16 Meeting Minutes" History

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2023-12-22 - 7:16:55 PM GMT
-  Document emailed to keithgrueneberg@nccfire.com for signature
2023-12-22 - 7:17:22 PM GMT
-  Email viewed by keithgrueneberg@nccfire.com
2023-12-25 - 6:09:46 AM GMT
-  Signer keithgrueneberg@nccfire.com entered name at signing as Keith M. Grueneberg
2023-12-25 - 6:11:25 AM GMT
-  Document e-signed by Keith M. Grueneberg (keithgrueneberg@nccfire.com)
Signature Date: 2023-12-25 - 6:11:27 AM GMT - Time Source: server
-  Document emailed to Tricia Bush (triciabush@nccfire.com) for signature
2023-12-25 - 6:11:28 AM GMT
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2023-12-27 - 3:50:15 PM GMT
-  Document e-signed by Tricia Bush (triciabush@nccfire.com)
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