

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES October 22, 2025

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Administrative Services Manager Long, Battalion Chief Sunde and Fleet & Facilities Supervisor Greene

STANDING ORDERS:

President Grueneberg called the meeting to order at 11:00 am and took roll call, noting all Directors were present except Director Hall, and 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 24, 2025
2. Fund Balances, Check History Report and Credit Card History Reports

Director Slade-Troutman motioned to accept the consent calendar as presented. Director Carrington seconded. **MOTION** passed unanimously with all Directors present except for Director Hall.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Bennett, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

REORGANIZATION: Carrington, Dorland, Grueneberg

PUBLIC INFORMATION OFFICE: Nelson, Bush, Robitaille

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Bennett, Robitaille

Finance – No report

Personnel – No report

Board Policy & Procedures – No report

JPA – No report

Reorganization – Later in meeting

NEW BUSINESS

3. Discussion Regarding Proactive Measures the District is Taking for the Unhoused Population.

Fire Marshal Mason advised the Board on proactive measures the District is taking regarding the unhoused population. He was pointed in the direction of the Hospitality House, who will be conducting monthly meetings with all area LE Agencies soon. A letter would be sent to a property owner if an outdoor camp site was identified on their property, certified if on unimproved land. The county is classified as “very high fire severity zone” and unauthorized campfire pose a major threat to our community. The completion of this letter by a property owner authorizes law enforcement to enter a property and remove unauthorized campers. NCSO also has a “Trespass Letter” that allows enforcement on the property under penal code 602(o)PC. After a brief discussion, the Board would like these trespass letters to extend beyond 12 months. Fire Marshal Mason will investigate further in the matter and see what can be done.

4. Discussion and Possible Action, Resolution R25-26, Authorizing Access to State and Federal Level Summary Criminal History Information.

Administrative Services Long said this resolution authorizes NCC Fire the ability to access state and local summary criminal history information for employment, licensing and certification purposes. We currently contract with GVPD, but would be able to conduct this on our own once we receive an ORI. Director Slade-Troutman motioned to adopt Resolution R25-26, Authorizing Access to State and Federal Level Summary Criminal History Information. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote with all Directors present except Director Hall.

5. Discussion and Possible Action, Surplus the 0.91 Acre Parcel Adjacent to Station 88.

Fire Chief Robitaille advised there is a .91-acre parcel adjacent to Station 88 that staff is looking to surplus. Station 88 sits on 1.55 acres, years ago there was a frontage road that was constructed, splitting the parcel. The .91 acres is overgrown and not buildable. Chief Robitaille asked the Board what next steps should be. After a brief discussion, Director Dorland motioned to look into the beginning steps what needs to be done to surplus the land and prepare the necessary documentation for resolution at the next Board meeting. Director Bennett seconded. **MOTION** passed unanimously following a roll call vote with all Directors present except Director Hall.

6. Discussion and Possible Action Regarding District Finances.

President Grueneberg gave an update regarding the Board of Supervisors Meeting, putting a stop to any future consolidations happening. He advised the last measure took place in 2012 and that our economy has changed quite a bit since then. He advised getting funding was a problem in our laps and we need to do something. He advised the Board to start paying attention to our budget. Chief Robitaille advised we have a revenue problem, not an expense problem. Any COLA's are consumed by inflation. Fire engines have increased 58% and our healthcare is 9% higher than it was last year. The Chief said the Board of Supervisors missed an opportunity and that the cost and threat is not sustainable. After a brief discussion, it was decided to set up a committee to look at next steps and begin thinking about town halls and getting the word out to the public.

CHIEFS MONTHLY REPORT

Chief Robitaille updated the Board on items crews and Admin have been working on. He attended Sages Among Us, South Yuba River Safety Stewardship Workgroup, 2025 Sustainability Summit, a consolidation meeting with Craig, NCLEFC Meeting, Nevada County BOS Meeting, Ophir Hill's Board Meeting, the Nevada County Legislative Platform Taskforce, Station 92 Planning meeting as well as all of the routine monthly meetings at NCC Fire. Finance Assistant Purvis completed Admin Assistant Fundamentals through Sierra College. He highlighted the September calls for service, summarizing 216 incidents with an average response time of 7:31.

Admin Assistant Bush gave an update to the Board regarding our social media platforms in the third

With Facebook, views, content interactions and visits are all down, follows are up 8% and link clicks are up 31% (the number of clicks, taps or swipes on links within your content, including such as posts, stories and reels that led to destinations or experiences, on or off Facebook.) We have approx. 4,973 followers. With Instagram, views, visits and posts are in a downward trend compared to second quarter with around 3,187 followers. We did not post as much with crews out on strike teams. President Grueneberg asked about our website traffic, and we have roughly 44,000 page views last month.

Fire Marshal Mason stated he had 8 plan reviews and 26 inspections. He attended an online course for Fire Assessment and Mitigation Solutions for PV panels installed on roofs. He presented at the Alta Sierra Property Owners Association Townhall Meeting with Chief Robitaille and met with Nevada County Building Department staff to discuss final inspections and the sequence. He and Captain Tellam also met with all Fire Prevention Officers in Nevada County (Including Truckee) and the Building Department to discuss the 2025 Fire Code Adoption and amendment. Captain Tellam met with Deputy District Attorney to prep for a Preliminary Hearing for an Arson Case in the City of Grass Valley. Lastly, he attended the Image Trend RMS Demo, an ESO presentation for new items within the Fire Prevention Module and the Nevada County Firewise Coalition Meeting. Fire Marshal Mason installed 3 smoke detectors and 2 carbon monoxide detectors for a resident off Tiger Tail Road. Fire Marshal Mason and Captain Tellam installed a Residential Knox Box for a resident in Alta Sierra and completed range qualifications with NCPD. Captain Tellam performed two fire investigations – Residential and the landfill fires.

BOARD DISCUSSION

With the November Board Meeting being the day before Thanksgiving, the Board agreed to move the next Board Meeting to Thursday, November 20, 2025 at 11:00am. The December Board Meeting was scheduled for Christmas Eve. The Board agreed to move the December Meeting to Thursday, December 18, 2025 at 11:00am. Additionally, President Grueneberg spoke to the Board regarding the Side Letter between Local 3800 and NCCFD wishing to establish an incentive for employees assigned to reimbursable assignments. President Grueneberg asked we bring present this as a resolution at the next Board Meeting.

CLOSED SESSION

No public comment was made for Closed Session. The board entered closed session at 12:22pm.

7. Conference With Labor Negotiators

The Board advised the negotiations team how to proceed.

8. Public Employee Performance Evaluation – Fire Chief

The Board advised the Chief is working beyond their expectations. The Chief thanked everyone for their hard work and advised he has a great team to work alongside him.

The Board came out of closed session at 12:28pm.

ADJOURNMENT

President Grueneberg adjourned the meeting at 12:30pm.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:


Keith Grueneberg (Dec 3, 2025 16:34:13 PST)

Keith Grueneberg
President of the Board









Meeting Minutes 2025-10-22

Final Audit Report

2025-12-04

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