

# Nevada County Consolidated Fire District

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## BOARD OF DIRECTORS MINUTES December 15, 2022

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

### NCCFD DIRECTORS

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

### STAFF:

**Present:** Fire Chief Robitaille, Division Chief Sullivan, Fire Marshal Mason, Administrative Services Long, Captain Serna and Fleet & Facilities Supervisor Greene

### STANDING ORDERS:

President Grueneberg called the meeting to order at 7:00 pm and took roll call, noting Director Dorland was absent. Captain Serna 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 –November 17, 2022
2. Fund Balances, Check History Report and Credit Card History Report

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

### COMMITTEE REPORTS

#### STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Nelson

#### AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

CONSOLIDATION: Grueneberg, Dorland, Carrington

#### LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Turner

Finance – None

Personnel – None

Board Policy & Procedures – None

Consolidation – None

JPA – None

## **NEW BUSINESS**

### **3. Discussion and Possible Action, Resolution 22-36, Fire Recovery Fee Update**

Chief Robitaille indicated this resolution was to establish a program to charge mitigation rates for the deployment of emergency and non-emergency services by the district. The majority of these stem from vehicle accidents involving non-residents of the district or if criminal activity is confirmed. These fees are predominately paid for by insurance companies. This resolution does incorporate a CPI increase, as the prior one did not. Increases have not taken place for approximately 10 years. Mitigation rates will increase 5.9% each year or based off the CPI, as developed by the Bureau of Labor Statistics of the US Department of Labor (whichever is more) and will assist in keeping the fire department's cost recovery program in conformity with increasing operating expenses. Director Nelson motioned to adopt Resolution 22-36, Fire Recovery Fee Update. Director Garrett seconded. **MOTION** passed unanimously by a roll call vote, with Director Dorland absent.

### **4. Discussion and Possible Action, Extension of Temporary Assignments**

Division Chief Sullivan reported NCCFD's Personnel Code allows the Chief to temporarily appoint employees to fill higher positions with an additional 5% compensation that can be extended to a maximum of 12 months with Board approval. After a brief discussion and the cost savings was reported as \$21,000 to have two temporary appointments rather than backfilling with overtime for the captain's position. Director Slade-Troutman motioned to approve extending the two temporary appointments to higher positions for no more than 12 months from assignments or until the vacancy is resolved. Director Garrett seconded. **MOTION** passed unanimously, with Director Dorland absent.

### **5. IAFF 3800 Request for Negotiations**

President Grueneberg reported he received a letter from NCCFD IAFF Local 3800 Shop steward Robin Serna to request open contract negotiations in February 2023. The current contract expires on June 30, 2023. Captain Serna is working with Captains from each shift for feedback with no solid proposal yet. This letter was accepted by the Board.

### **6. Discussion and Possible Action, Election of Board Officers**

President Grueneberg reported on the results of the election of the Board of Directors. Director Slade-Troutman nominated President Grueneberg to remain as President. Director Garrett seconded. Director Slade-Troutman nominated Director Nelson to be re-appointed as Vice President. Director Spencer seconded. **MOTION** passes unanimously, with Director Dorland absent.

## **CHIEF'S MONTHLY REPORT**

Chief Robitaille stated he was very motivated to carry on Chief Turner's torch and his passion to the district and community. He indicated shadowing Chief Turner over the last few weeks was very beneficial to his transition to the department in addition to learning the flow of district policies and procedures. He verbally reviewed the remainder of his report highlighting his participation on flight H24, where an alternate LZ located at station 84 was discussed. Chief Robitaille also reported that Instagram is showing a 44% increase in participation due to timely content and photo input. Cost Recovery is up 295% from the budgeted amount due to the increase in billable incidents.

Division Chief Sullivan verbally reviewed his report highlighting that there were 275 calls for service, which included 9 structure fires. 6:20 minutes average travel time for first arriving unit.

Fleet & Facilities Supervisor Greene reported that he will be traveling to Sioux Falls, South Dakota to review the new water tender the district purchased. He also has an RFP looking for architecture services for the remodel at Station 86.

Fire Marshal Mason verbally reviewed his report, discussing the meetings he attended, highlighting the discussion of SB-9, and the Cannabis Alliance in regarding the County's Cannabis Ordinance. reported he met with Nevada County Planning and Building Departments to discuss SB-9. He attended the Fire Marshal Mason also provided an update to the Fire Prevention Officer I position as well as advising the board he is scheduling all school and large assembly state mandated inspections.

**\*BOARD DISCUSSION**

**ADJOURNMENT**

President Grueneberg adjourned the meeting at 7:31 p.m.

Attest:

*Tricia Bush*

[Tricia Bush \(Jan 27, 2023 21:10 PST\)](#)

Tricia Bush  
Board Secretary

Approved by:

*Keith M. Grueneberg*

[Keith M. Grueneberg \(Jan 28, 2023 09:02 PST\)](#)

Keith Grueneberg  
President of the Board










# 2022-12-15 Regular Board Meeting Minutes Approved

Final Audit Report

2023-01-28

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2023-01-23                                   |
| By:             | Tricia Bush (triciabush@nccfire.com)         |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAAPCac2fYofcSO0RqKbFW13jLRzj76v1MC |

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