

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES October 19, 2023

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Division Chief Sullivan, Administrative Services Manager Long, 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 Dorland present. President Grueneberg 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 – September 21, 2023
2. Acceptance of Joint Workshop Meeting Minutes – October 7, 2023
3. Fund Balances, Check History Report, and Credit Card History Report

Director Nelson motioned to accept the consent calendar with an amendment to the Joint Workshop Meeting Minutes to include development of a Communications Plan. Director Hall seconded. **MOTION** passed unanimously with all Directors but Director Dorland present.

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 – Admin. Svcs. Long stated the audit was being conducted.

Personnel – No report.

Board Policy & Procedures – No report

Consolidation – PVFD Board President Stephenson discussed the Joint Workshop and passed out a PR Plan. He advised each board would have 1-2 representatives on the PR Committee. Director Nelson stated she brought up the development of a communications plan at the Joint Workshop and wanted it reflected in the minutes.

JPA – No report

NEW BUSINESS

4. Discussion and Possible Action, Resolution 23-29, Approving Renewal with Benefit Carriers for Benefit Plans through Various Providers, For the Period of December 1, 2023 to November 30, 2024.

Administrative Services Manager Long reported that this resolution is one we pass yearly for medical plans. Shop Steward Serna wanted to pool all the plans available, so it took longer. Local 3800 met and ultimately decided they wanted to stick with the Small Business Plan. Director Carrington motioned to adopt Resolution 23-29, Approving Renewal with Benefit Carriers for Benefit Plans through Various Providers, For the Period of December 1, 2023 to November 30, 2024. Director Garrett seconded.

MOTION passed unanimously following a roll call vote with Director Dorland absent.

5. Discussion and Possible Action, Staff Report for Temporary Hiring of Firefighters.

Division Chief Sullivan stated the current firefighter eligibility list has been exhausted, but due to injuries, we have long term vacancies within the District. The District employs 5 seasonals (June-October) who meet the requirements in our MOU for staffing. Staff recommends allowing seasonal employees to fill temporary positions per Section 3.1.4(a) of the Personnel Code. Director Carrington motioned to allow staff to hire temporary firefighters to fill the long-term vacancies within the District. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with Director Dorland absent.

6. Discussion and Possible Action, Ophir Hill Water Tender 52 Acquisition.

Fire Chief Robitaille advised Ophir Hill FD Water Tender 52 is a two-axel 2005 International and can transport 2000 gallons of water. The vehicle has 20,383 miles on it and has been sitting at a repair facility for an extended period. NCC Fire Fleet went to the repair shop and advised they thought they could get it back in service. Ophir Hill had it towed to the NCC Fire Shop where it was repaired. OFFD has obtained WT 42 and no longer has a need for WT 52. District Staff has identified a need for WT 52 and believes it would be beneficial for suppression capabilities. OHFD Board and Fire Chief Rothenberger agreed to transfer ownership to NCC Fire in exchange of 50 hours of future shop time. The NCC Board wanted to recognize Fleet and Facilities Supervisor Greene on how hard he works and how appreciative they are of him, his knowledge and his work ethic with not one NCC Fire apparatus out of service. Director Garrett motioned to purchase the water tender to the terms listed in the staff report. Director Nelson seconded. **MOTION** passed unanimously following a roll call vote, with Director Dorland absent.

CHIEF'S MONTHLY REPORT

Chief Robitaille briefly went over the meetings he and Division Chief Sullivan attended this month but highlighted the Station #82 Trailhead Kick-Off Meeting with Supervisor Hall. He provided a rendering of what it could look like. Division Chief Sullivan highlighted the meetings he attended and focused on the Yuba River Cohorts Meeting where they discussed the Edwards Crossing Bridge reconstruction and the pros and cons to it. They are looking for input from area fire agencies. He summarized the statistics for the district, advising 271 calls for service with 40% as Fire Calls and 60% EMS calls. He reported a 5:47 average travel time for first due units to scene, 10 fires (7 vegetation and 3 structure) and 1 aircraft off the runway.

Chief Robitaille gave the Fire Prevention Report, informing the Board FPO Tellam and FM Mason attended the Sierra-Sacramento Arson Task Force Meeting, attended an 8-hour fire investigation report writing class at Rocklin Fire, attended the Fire Safe Council Board of Directors Meeting to discuss the merger of PVFD and Rough & Ready Fire and met with several property owners and Real Estate Agents to discuss the hazardous vegetation ordinance in Nevada County. He advised FPO Tellam completed his PC 832 course and that they have several fire investigations open. FPO Tellam is continuing to build out the engine company inspection program with a tentative roll-out date of November 1st, 2023.

***BOARD DISCUSSION**

No discussion

CLOSED SESSION

No public comment was made for closed session. The Board went into closed session at 7:56 pm.

7. **Fire Chief Evaluation:** President Grueneberg advised the Board gave Fire Chief Robitaille an “Exceeds Expectations” rating on his evaluation.

The board reported out of closed session at 8:06pm.

ADJOURNMENT

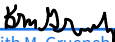
President Grueneberg adjourned the meeting at 8:07 pm.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:


[Keith M. Grueneberg \(Nov 17, 2023 09:51 PST\)](#)

Keith Grueneberg
President of the Board









2023-10-19 Meeting Minutes Approved

Final Audit Report

2023-11-17

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