

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES September 21, 2023

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Administrative Services Long, Division Chief Sullivan, Fleet & Facilities Supervisor Greene, Battalion Chief Sunde and Board President of Penn Valley Fire Bruce Stephenson.

STANDING ORDERS:

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

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

CONSENT CALENDAR

1. Acceptance of Minutes – August 17, 2023
2. Fund Balances, Check History Report and Credit Card History Report

Board Secretary Bush advised there was a correction on the date of the August meeting minutes. Director Slade-Troutman motioned to accept the consent calendar. Director Garrett 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, Robitaille

Finance – None

Personnel – None

Board Policy & Procedures – None

Consolidation – President Grueneberg stated the Ad Hoc meeting took place last night where they discussed consolidation documents. They briefly highlighted goals and steps that are needed to be checked off before the reorganization can happen. The plan is to have a joint staff workshop with Penn Valley Fire, Rough & Ready Fire and NCC Fire on October 7th at Station #59.

JPA – Chief Robitaille advised the JPA hired a new bookkeeper. NCSO is planning to surplus Command 1.

CLOSED SESSION:

The Board entered closed session at 7:10pm.

The Board came out of closed session at 7:18pm.

Item 3. The Board approved the amendment to the MOU in regard to the hearing.

Item 4. President Grueneberg advised a side letter will be issued to Nevada County Local 3800 for Item #3. President Grueneberg instructed the Chief on how to proceed.

OLD BUSINESS

5. Public Hearing, with discussion and possible action, for the 2nd Reading of Ordinance OR23-01, Nexus Study Impact.

Administrative Services Long advised this is the second reading of this ordinance. The only change was the annual fee adjustment which could be changed annually utilizing the California Construction Cost Index.

President Grueneberg opened the public hearing at 7:20pm. Hearing no comments, the public hearing was closed at 7:21pm. Director Nelson motioned to adopt OR23-01, Nexus Study Impact. Director Hall seconded. **MOTION** passed unanimously by a roll call vote.

NEW BUSINESS

6. Discussion and Possible Action, Resolution 23-25, Designating Authority and Updating the Process and Procedures in the Determination of Disability Retirements for Employees

Administrative Services Long briefed the Board on the big changes related to this resolution advising they had passed a similar resolution in 2013. Since then, PERS has put several additional regulations into disability retirements. The most notable changes were in Contingencies and Determination of Disability sections. Director Garrett motioned to adopt Resolution 23-25, Designating Authority and Updating the Process and Procedures in the Determination of Disability Retirements for Employees. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote.

7. Discussion and Possible Action, Resolution 23-26, Fee Schedule of Prevention, Regulatory Programs, Incidents and Other Services.

Administrative Services Long advised this resolution is associated with prevention services, shop and other programs which is reviewed on an annual basis. Director Nelson motioned to adopt Resolution 23-26, Fee Schedule of Prevention, Regulatory Programs, Incidents and Other Services. Director Carrington seconded. **MOTION** passed unanimously following a roll call vote.

8. Discussion and Possible Action, Resolution 23-27, Establishing A Health Reimbursement Arrangement.

Administrative Services Long stated the resolution establishes a health reimbursement arrangement to provide for the reimbursement of health insurance premiums of certain eligible retirees pursuant to certain conditions such as years of service. The resolution and plan were prepared by district legal, Best Best and Krieger LLP. Director Nelson motioned to adopt Resolution 23-27, Establishing A Health Reimbursement Arrangement. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote.

9. Public Hearing regarding Fiscal Year 2023/2024 Final Budget with Discussion and Possible Action concerning the below.

- Resolution 23-28, A Resolution Establishing the Final Budget for Fiscal Year 2023/2024 for the Nevada County Consolidated Fire District.

Fire Chief Robitaille reviewed the budget and highlighted these changes:

- In Operating Fund 722, there was a 4% increase in secured property tax.
- In Workers Compensation- EMOD increase from 117% to 139%
- In Operating Fund 758, the LZ project will be completed in phases only utilizing donation money from the NCLEFPC.

President Grueneberg opened the public hearing at 7:35pm. Hearing no comments, the public hearing was closed at 7:36pm.

Director Nelson motioned to adopt R23-28, Establishing the Final Budget in the total amount of \$9,206,731. Director Hall seconded. **MOTION** passed unanimously following a roll call vote.

10. Discussion and Possible Action, Letter for Support for ACA 13.

Fire Chief explained this letter is follow up to the presentation last month from CSDA to protect the majority vote. Director Nelson motioned to approve the letter in support of ACA 13 and send to CSDA. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote.

CHIEFS MONTHLY REPORT

Chief Robitaille briefly highlighted meetings he attended this month, including a pre-planning workshop with Supervisor Hall to enhance public safety at Station #82. Chief Robitaille attended GVFD's 9/11 ceremony. Chief Robitaille gave an update to the LZ project at Station 84. He attended the NCLEFPC Event at Naggiar Vineyards, met with Nevada County OES Director and briefed the Board on the Highway 20 project.

Division Chief Sullivan went to the Community Agencies United for Safe Schools and Safe Streets Meeting (CAUSSS), met with CALFire hand crew for a walkthrough of #84 and #92, and briefed the Board on his International Association of Fire Chief's Conference in Kansas City, MO. He reported there was 315 calls for service, 5:43 for first arriving unit on scene and highlighted the Out of County Responses for Summer 2023.

Fire Marshal Mason briefly reviewed his report, stating he attended the Nevada County Chiefs Meeting, met with PVFD Captain Thomas to discuss how Fire Prevention can operate with the reorganization. He discussed the various meetings he attended and highlighted there are many homeowners and associations looking for secondary evacuation routes. FPO II Tellam participated in a fire evacuation, earthquake and active shooter drill at NUHS.

***BOARD DISCUSSION**

None

ADJOURNMENT

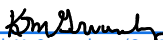
President Grueneberg adjourned the meeting at 8:01 P.M.

Attest:

Tricia Bush

Tricia Bush
Board Secretary

Approved by:


[Keith M. Grueneberg \(Oct 26, 2023 09:11 PDT\)](#)

Keith Grueneberg
President of the Board










2023-09-21 Meeting Minutes Approved

Final Audit Report

2023-10-26

Created:	2023-10-26
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