

**PENINSULA FIRE PROTECTION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS**

January 20, 2021 Minutes

1) Fire Board President Nancy Foote called the meeting to order at 5:00 PM.

2) Fire Board Members present: President Nancy Foote, Vice President Bill Barry, Secretary Kim Kimball, & Directors Mark Burnham and Tracey Smith. Staff present: Fire Chief Andy Courtright, Administrative Assistant Holly Coons & Fire Captain Patrick Campbell. Public Present 2.

3) Pledge of Allegiance: President Foote led the Pledge of Allegiance.

4) Approval of Minutes for Regular Fire Board Meeting of *November 18, 2020*:

President Foote called for a motion to approve the Regular Fire Board Meeting Minutes of *November 18, 2020*. Upon a motion by Secretary Kimball, seconded by Vice President Barry and with a unanimous vote, the Fire Board Meeting Minutes for *November 18, 2020* were approved, as written.

5) Approval of Agenda for *January 20, 2021* Meeting:

President Foote called for a motion to approve the agenda for *January 20, 2021*. Upon a motion by Secretary Kimball, seconded by Vice President Barry and with a unanimous vote, the agenda was approved as posted.

6) Public Comment:

None

7) Old Business:

None

8) New Business:

A. Monthly Expenditures / Revenue for *November* – Period 5 - Fiscal Year 2020/2021:

The Expenditures and Revenue for *November* were reviewed by the Fire Board.

Chief Courtright explained the Salary and Benefits increase. Covid-19 increased employee overtime.

Chief explained Service and Supplies has increased due to the demand for personal protective equipment (PPE) purchased.

B. Monthly Expenditures / Revenue for *December* – Period 6 - Fiscal Year 2020/2021:

The Expenditures and Revenue for *November* were reviewed by the Fire Board.

Chief explained payment for the Fire Engines was made in *December* and we have three more years until they are paid in full.

Chief explained the District's Revenue will increase in *January* because property taxes are paid in December.

C. Fire Board Officers:

Chief explained that in *January* the Fire Board Election of Officers is revisited.

After a brief discussion, the Fire Board agreed to keep the same Fire Board positions.

D. Approval of Inter Facility Transfer Billing Rate:

Chief Courtright explained that the District currently does not have an IFT rate. He said there are only a few per year but he would like to get some reimbursement for wear and tear on the vehicles, fuel and the hour's personnel spend transferring the patient out of our county.

There was a discussion regarding industries standards and the fees other providers charge for IFT's.

President Foote suggested before an approval for IFT's, let's compare the proposed ambulance rate increase survey.

E. Approval of Ambulance Billing Rate Survey & Potential Rate Increase:

The survey for potential rate increase was reviewed by the Board.

There was a discussion regarding increasing the ambulance transport rates.

The IFT rates are included on the proposed ambulance transport billing report.

President Foote called for a motion to approve the proposed increase for ambulance billing rates.

Upon a motion by Vice President Barry, seconded by Director Burnham, President Foote called for the count.

Foote – AYE

Barry – AYE

Kimball – AYE

Burnham – AYE

Smith - AYE

The Fire Board approved the new billing rates for ambulance transports unanimously.

F. Additional Emergency Warning Sirens:

Chief Courtright reported additional sirens are being discussed with Lake Almanor Country Club General Manager. There has been discussion regarding funding for more sirens.

Additional locations and funding were discussed.

President Foote asked Chief to clarify the foundation that is offering donations for the warning sirens.

President Foote requested the emergency warning sirens to be recurring on the district's meeting agenda.

9) Reports:

A. Fire Chief's Report:

Chief Courtright reported he hired returning employee Ryland Arbuckle from Cal Fire.

Chief reported 10 out of 18 employees accepted and received the Covid – 19 vaccine.

Chief reported Captain Patrick Campbell volunteered to give Covid - 19 vaccine shots at Seneca Hospital today. Patrick said he gave 60 shots in all.

Chief said our facility may be utilized in the future for vaccinating the public.

Chief reported Bailey Creek, Foxwood and Peninsula Drive outside LACC gate are now a Firewise Community.

Chief reported 18 emergency calls for November. 7 Fire Calls, 8 Medical and 3 Public Assists. 7 calls were in Hamilton Branch and 1 in Westwood.

Chief reported 25 emergency calls for December. 6 Fire Calls, 18 Medical and 1 Public Assist. 5 calls were in Chester, 4 in Hamilton Branch and 3 in Westwood.

Chief reported 343 emergency calls for the year 2020.

B. Fire Board of Directors' Reports / Comments:

President Foote called for Directors' Reports or Comments.

Vice President Barry asked Chief to confirm the emergency contacts in place for the District's residents. Chief confirmed there is Code Red, Reverse 911, IPAW and Evacuation Sirens.

Chief Courtright confirmed the emergency siren is activated once a month for testing on the first Tuesday of each month at 1:00pm and will last 3 minutes. If there was an emergency, the siren will have continuous three minute increments.

C. Correspondence:

None

10) Future Agenda Items:

A. Monthly Expenditures / Revenue for *January* – Period 7 – Fiscal Year 2020/2021

B. Additional Emergency Warning Sirens

11) Next Scheduled Regular Fire Board Meeting:

February 17, 2021 @ 5:00PM

12) Regular Meeting Adjourned at 5:20 PM.

13) Meeting Adjourned:

There being no further business, President Foote adjourned the Fire Board meeting at 5:20 PM.

Respectfully submitted by *Holly C. Coons, District Secretary.*

The meeting minutes for *January 20, 2021* were approved on *February 17, 2021.*

X

Nancy Foote, Fire Board President