

Nevada County Consolidated Fire District

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BOARD OF DIRECTORS MINUTES March 21, 2024

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

NCCFD DIRECTORS

Present: Grueneberg (President), Carrington, Slade-Troutman, Dorland, Nelson, Hall, Garrett (7:22pm)

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Division Chief Sullivan, Fleet & Facilities Supervisor Greene, Administrative Services Long, Battalion Chief Nunnink and 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 Garrett present. Fleet & Facilities Supervisor Greene 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 – February 15, 2024
2. Fund Balances, Check History Report and Credit Card History Report

Director Nelson requested to amend the minutes showing her present. Discussion took place on placement of Directors when they arrive after a board meeting starts. Director Nelson also inquired about agenda items not on the agenda she requested at the February meeting. Administrative Services Long advised she misunderstood the timeline and the amended budget would be presented at the April meeting. Discussion on 5 year projections also took place. Director Slade-Troutman motioned to accept the consent calendar as amended. Director Carrington seconded. **MOTION** passed unanimously with all Directors present except Director Garrett.

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Garrett, Nelson

Ad Hoc COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

REORGANIZATION: Carrington, Dorland, Grueneberg

PUBLIC INFORMATION OFFICE: Nelson, Bush

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

Finance – No report.

Personnel – No report.

Board Policy & Procedures – No report.

Reorganization – No report.

PIO Committee: No report- PIO meeting cancelled until the committee gets the go-ahead from both Chief's.

JPA – No report.

NEW BUSINESS

3. Discussion and Possible Action, Captain and Battalion Chief List Extensions

Division Chief Sullivan advised that the District maintains an eligibility list for the position of Battalion Chief and Captain. Three eligible candidates remain on the current list for Battalion Chief and two eligible candidates remain on the current list for Captain, both of which were certified on April 20, 2023. Staff recommends the Board extend the current eligibility list until a successor list is made available for a term not to exceed 12 months or (April 20, 2025) per personnel code 2.2.13 (a)(b). Director Nelson motioned to extend both the Captain and Battalion Chief Lists. Director Hall seconded. **MOTION** passed unanimously with all directors present except Director Garrett.

4. Discussion and Possible Action, Authorize the Fire Chief or Designee to Utilize Exam Works for An Independent Medical Examiner, if needed, and R24-04, Fund Transfer from 723 to 722 in the amount of \$30,000.00.

Administrative Services Long advised that in 2023, CalPERS changed their process and requirements for determining Industrial Disability Retirement (IDR) Benefits. In some cases, this determination can be made by a workers comp doctor or during an employee's qualified medical examination; other cases require the use of an Independent Medical Examiner (IME). When an IME is required, the full cost falls on the district. To make sure we were compliant, we contacted a third party company, Exam Works, to inquire about costs associated with hiring an IME. Staff is requesting a not-to-exceed amount of \$30,000.00 to cover the anticipated cost of the current IDR benefit process under submission. Director Slade-Troutman motion to authorize the Fire Chief or Designee to use Exam Works, including executing services agreements as needed when an IME is required, and approve a not-to-exceed expenditure of \$30,000.00 in connection with costs for employing an IME as needed. Director Nelson seconded. **MOTION** passed unanimously with all Directors present but Director Garrett.

5. Discussion and Possible Action, Potential Withdrawal from Current Workers Compensation Program and Enter into a Contract with A New Company.

Administrative Services Long stated the District has been using Special District Risk Management Authority (SDRMA) as the Workers Compensation Administrator. Our claims have risen substantially, causing our premium and experience modification to rise. We received an estimate of \$487,100.00 with an experience modification percentage of 173% for the 24/25 fiscal year. Staff reached out to other administrators for quotes and received an interested company and awaiting the quote and comparison. Staff would like to change to this company if it can offer a better premium of \$487,100.00 or less. Director Nelson motioned to allow the Chief to potentially withdraw from the SDRMA Workers Compensation Program if another company can provide a better premium. Director Dorland seconded. **MOTION** passed unanimously following a roll call vote, with all Directors present except Director Garrett.

6. Discussion and Possible Action, CSDA Board of Directors Call for Nominations Seat A.

President Grueneberg advised the Board CSDA was looking for nominations to sit on their committee. No Directors were interested at this time.

7. Discussion and Possible Action, California Special Districts Association Cosponsor Request – H.R. 7525 Special District Grant Accessibility Act.

President Grueneberg advised this letter of support helps establish a formal definition of “special district” in federal law and issues guidance requiring special districts to be recognized as local governments for federal financial assistance determination. All Directors were in support for the cosponsor request letter to be sent to Congressman Kiley.

8. Discussion and Possible Action, Accept Citizens Oversight Committee Resignation from Albert Arendell and Authorize Staff to Open Applications for a New Member.

President Grueneberg stated the District received a resignation letter from Citizen Oversight Committee Member Arendell. Director Nelson motioned to accept Citizens Oversight Committee Resignation from Albert Arendell and Authorize Staff to Open Applications for a New Member. Director Garrett seconded. **MOTION** passed unanimously with all Directors present.

9. Correspondence- Thank you card from a parishioner at St. Canice Church.

President Grueneberg said the District received a nice thank you card from a parishioner at St. Canice Church.

CHIEF’S MONTHLY REPORT

The Chief presented the monthly report highlighting the different meetings he and Division Chief Sullivan attended. Division Chief Sullivan provided a summary for February indicating there were 331 incidents, 7:55 average response time to scene with 52% of the calls being EMS related and 48% being fire/other calls. He briefly summarized the monthly calls for service highlights.

Fire Marshal Mason presented his Prevention Report for February and advised he met with the Unmanned Aerial Vehicle Coordinators Group and the Admin Management Meeting. Both Chief Mason and Captain Tellam attended the CCAI Roundtable Meeting/ Insurance Fraud Training and completed the International Association of Arson Investigators Expert Witness/ Courtroom Testimony Course. Captain Tellam attended the annual earthquake and fire alarm drill at Nevada Union High School.

***BOARD DISCUSSION**

Administrative Services Long reminded all Directors of the NCCFD Badge Pinning at the Alta Sierra Country Club on April 23, 2024 at 6:00pm.

CLOSED SESSION

No public comment was made for closed session. The board entered closed session at 7:50pm.

10. Conference with Labor Negotiators

The Board advised negotiators how to proceed.

The Board reported out of closed session at 8:03pm.

ADJOURNMENT

President Grueneberg adjourned the meeting at 8:04pm.

Attest:

Approved by:

Tricia Bush


Keith Grueneberg (Apr 2, 2024 09:00 PDT)

Tricia Bush
Board Secretary

Keith Grueneberg
President of the Board









AGENDA

Final Audit Report

2024-04-24

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