

Nevada County Consolidated Fire District

640 Coyote Street
Nevada City, CA 95959
(530) 265-4431
FAX 265-4438



www.nccfire.com
nccfire@nccfire.com

BOARD OF DIRECTORS

Keith Grueneberg, President
Patricia Nelson, Vice President
Barry Dorland
Tom Carrington
Spencer Garrett
Jon Hall
Marianne Slade-Troutman

STAFF

Jason Robitaille, Fire Chief
Pat Sullivan, Division Chief
Patrick Mason, Fire Marshal
Kevin Greene, Fleet and Facilities Supervisor
Nicole Long, Administrative Services Manager
Kaitlin Purvis, Finance Administrative Assistant
Tricia Bush, Administrative Services Assistant

BOARD OF DIRECTORS- REGULAR MEETING AGENDA

THURSDAY, MARCH 21, 2024– 7:00 PM

NEVADA COUNTY CONSOLIDATED FIRE DISTRICT,
11329 McCOURTNEY ROAD, GRASS VALLEY, CA 95949

◆──◆
Tricia Bush, Board Secretary
(530) 265-4431
triciabush@nccfire.com

The Board of Directors welcomes you to its meetings and your participation is encouraged and appreciated. Any Member of the Audience desiring to address the Board on a matter appearing on the agenda, before or during consideration of the item, may do so after receiving recognition from the presiding officer. In order that all interested parties to have an opportunity to speak, please limit your comments to the specific item under discussion. For further rules on public comment and other matters, please see the last page of this agenda.

NOTICE

If requested, this agenda can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in the implementation thereof. Persons seeking an alternative format should contact the Clerk of the Board for further information.

All items posted on the agenda, including under correspondence, may be acted upon by the Board of Directors. However, matters under committee reports and department manager's reports may be briefly addressed by the Board or Staff but no action or discussion shall be undertaken on any item not appearing on the posted agenda. (GC 54954.2)

The Board of Directors may hold a Closed Session as the agenda schedule permits.

STANDING ORDERS:



7:00 p.m. Call to Order
Roll Call
Pledge of Allegiance to the Flag
Corrections and/or deletions to the agenda

*PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Per CA Government Code 54954.3

This is the time for any member of the public to address the Board on any item not on this Agenda that is within the subject matter jurisdiction of the NCCFD Board. Please wait for recognition from the presiding officer. The Board generally cannot act on or

discuss an item not on the agenda. However, the Board may “briefly respond” to comments or questions from the members of the public. Please see the rules for public comment at the end of this agenda.

CONSENT CALENDAR

These items are considered to be routine and may be enacted by one motion by the Board of Directors. There will be no separate discussion of these items. If discussion is desired, any board or staff member or interested party may request that an item be removed from the Consent Calendar to be considered separately.

1. Acceptance of Minutes – February 15, 2024
2. Fund Balances, Check History Report and Credit Card History Report

COMMITTEE REPORTS

STANDING COMMITTEES

FINANCE/BUDGET: Hall, Slade-Troutman

PERSONNEL: Carrington, Garrett, Nelson

AD HOC COMMITTEES

BOARD POLICY AND PROCEDURES: Grueneberg

REORGANIZATION: Grueneberg, Dorland, Carrington

PUBLIC INFORMATION OFFICE: Nelson, Bush

LOCAL AGENCY ASSIGNMENTS

NEVADA COUNTY FIRE AGENCY (JPA): Garrett, Robitaille

NEW BUSINESS

3. Discussion and Possible Action, Captain and Battalion Chief List Extensions. **Division Chief Sullivan**
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. **Admin Svcs. Long**
5. Discussion and Possible Action, Potential Withdrawal from Current Workers Compensation Program and Enter into a Contract with A New Company. **Admin Svcs. Long**
6. Discussion and Possible Action, CSDA Board of Directors Call for Nominations Seat A. **President Grueneberg**
7. Discussion and Possible Action, California Special Districts Association Cosponsor Request – H.R. 7525 *Special District Grant Accessibility Act*. **President Grueneberg**
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**
9. Correspondence- Thank you card from a parishioner at St. Canice Church. **President Grueneberg**

CHIEFS MONTHLY REPORT

***BOARD DISCUSSION**

CLOSED SESSION

Public Comment on Closed Session Items:

Per CA Government Code 54954.3

While members of the public are not allowed in Closed Sessions, they do have a right to comment on the Closed Session item before the Board goes into Closed Session. And, if the Board will be taking action on the item out of Closed Session, then the public also has a right to comment during consideration of the action to be taken. Any member of the public who wishes to comment may do so after receiving recognition from the Chairman.

10. Conference with Labor Negotiators

Pursuant to CA Government Code Section 54957.6

Employee Organizations and Unrepresented Employees:

Agency Representatives: Chief Robitaille, Director Carrington, Director Dorland & Director Garrett

- Local Firefighters Union 3800 representing the Non-Management Safety Employees

ADJOURNMENT

Board Meeting Schedule

All Regular Board Meetings will take place on the third Thursday of the month.

Copies

Copies of the agenda documents relative to an agenda item may be obtained at the Administrative Office, 640 Coyote Street, Nevada City, CA 95959, at a cost of \$1.00 dollar per page.

Board Meeting Notices

This Regular Meeting Agenda was posted 72 hours in advance of the meeting at the following locations: Nevada County Consolidated Fire District: Administration Office, 640 Coyote Street, Nevada City; Station 86, 12337 Banner Lava Cap Rd, Nevada City; Station 88, 14400 Golden Star, Grass Valley; Station 89, 11833 Tammy Way, Grass Valley; and on our website address at <http://www.nccfire.com>. Our e-mail address is nccfire@nccfire.com.

Rules Applying to Public Comments (as provided by CA Government Code Section 54954.)

A. Members of the public wishing to address the Board upon any subject within the jurisdiction of the Nevada County Consolidated Fire District may do so upon receiving recognition from the presiding officer at the appropriate time. You may address the Board on any agenda item prior to Board Action. If you wish to address the Board on an item not on the agenda, you may do so during the General Public Comment period. Understand that no action may be taken on an item not on the agenda.

- Where necessary for the orderly operation of the meeting, the presiding officer may limit public comment during the public comment period or public hearing to no more than five minutes per individual.

B. After receiving recognition, please stand and state your name, as all meetings are being taped. Note that stating your name is a voluntary act and is not required.

C. Members of the public may submit written comments on any matter that is listed on the agenda or for general public comment. You may submit written comments on any matter by U.S. Mail addressed to 640 Coyote Street, Nevada City, CA 95959 or by e-mail to triciabush@nccfire.com. For comments to be read at the meeting and entered into the minutes they must be received no later than 8:00 a.m. on the morning of the noticed meeting.

D. All documents to be presented to the Board of Directors shall be given to the Secretary of the Board for distribution (original and seven copies) prior to the Call of Order of meeting.

E. Complaints against any individual District employee cannot be brought up in open meeting directly. The District will only consider such a complaint if submitted in writing.

DRAFT
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BOARD OF DIRECTORS MINUTES February 15, 2024

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

NCCFD DIRECTORS

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

STAFF:

Present: Fire Chief Robitaille, Fire Marshal Mason, Fleet & Facilities Supervisor Greene, Administrative Services Long 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 Hall and Director Nelson present. Director Hall experienced travel issues and Director Nelson advised she would be a few minutes late. 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 Minutes – January 18, 2024
2. Acceptance of Special Meeting Minutes – January 30, 2024
3. Fund Balances, Check History Report and Credit Card History Report
4. Engagement Letter with Willdan Financial Services and the Nevada County Consolidated Fire District for Assessment and Special Tax Levy's (reoccurring).

Director Carrington motioned to accept the consent calendar. Director Slade-Troutman seconded. **MOTION** passed unanimously with all Directors present except Director Hall and Director Nelson.

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. Meeting on February 21, 2024.

JPA – No report.

Agenda Item #8 was moved up to the first item as it was a zoom item.

8. Discussion and Possible Action, Financial Audit for Fiscal Year Ending 2023.

Joanne Berry with Fechter & Co. went over a few slides that covered required communications between auditors and management. They are responsible for forming and expressing an opinion about the district finances. She advised working with Administrative Services Long has been great. There were no difficulties found, any misstatements were corrected, no disagreements with management and no concerns, exposures, or red flags. The opinion of the financial position is that the district is in good shape. Director Slade-Troutman motioned to approve the Financial Audit for Fiscal Year Ending 2023. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote with Director Hall and Director Nelson absent.

Director Nelson arrived at 7:18pm.

OLD BUSINESS

5. Staff Report Regarding R24-02, Authorizing the Leasing of One Type I Engine and Designating an Agent of the Board to Sign Leasing Documents on Behalf of the District.

At the January 2024 Board Meeting, the Board requested a staff report reflecting the updated pre-payment discount of 11.67% from Golden State Apparatus (equating to a cost savings of \$128,000.00) and bringing the cost down to \$968,832.20 for the engine. This staff report shows the different lending options, APR's and the 8 year semi-annual payment lease of the engine.

6. Staff Report Regarding Gaetke Medical Corporation/ 1582 LLC.

At the January Board Meeting, the Board requested a staff report highlighting the allocation of the costs for the 1582 physicals with Gaetke Medical. Grass Valley Firefighters (and Nevada City) also complete these physicals, splitting the cost of the \$2,500.00 on site fee (each agency paying \$1,250.00). The staff report shows the district cost as \$1,250.00, with a \$875.00 per employee cost for the exam. Employees who need their DMV physical (bi-annually) incur an additional \$50.00. These funds come from the 23/24 fiscal year budget.

NEW BUSINESS

7. Discussion and Possible Action, RGS Contract Amendment.

Administrative Services Long advised the Board approved entering into an agreement with RGS as a Human Resources consultant for non-routine items. The process has changed for Industrial Disability Retirement with CalPERS and is much more comprehensive. The California Family Rights Act (CFRA) has also changed. The district has utilized their services and is close to the \$12,000.00 contracted threshold and would like to ask the Board for an additional \$8,000.00 for a total of \$20,000.00 for the spending limit for RGS. Director Garrett motioned to approve the RGS Contract Amendment. Director Slade-Troutman seconded. **MOTION** passed unanimously following a roll call vote, with Director Nelson abstaining and Director Hall absent.

9. Discussion and Possible Action, Increase the Spending Threshold for Legal Services with the Law Offices of William Ross.

Fire Chief Robitaille stated the Board approved entering into an agreement with the Law Offices of William Ross for legal services pertaining to the reorganization. The board placed a spending limit of \$5,000.00 for legal services. The district has reached that threshold and is requesting an additional \$5,000.00 for needed services coming from account 7566 Legal Expenses. Director Nelson advised she wanted the budget and timeline in the future; implementing a system to show what our expenditures will be so we can remain fiscally responsible. Director Slade-Troutman motioned to increase the spending threshold for legal services with the Law Offices of William Ross. Director Garrett seconded. **MOTION** passed unanimously following a roll call vote with Director Nelson abstaining and Director Hall absent.

CHIEF’S MONTHLY REPORT

The Chief presented the monthly report highlighting the different meetings he and Division Chief Sullivan attended and provided a summary for January indicating there were 326 incidents, 7:49 average response time to scene with 59% of the calls being EMS related and 41% being fire/other calls. He informed the Board that he was going to meet with the County CEO next month and discuss needs and value and share the vision with them.

Fire Marshal Mason presented his Prevention Report for January and advised he met with the Building Departments Director to discuss temporary occupancy approvals for fire district notifications. He met with a business owner on Loma Rica Drive to discuss the storage of lithium batteries and shared with the Board how dangerous they can be, attended the Nevada County Fire Safe Council Board of Directors Meeting, attended two Community Wildfire Preparedness Plan workshops and will assist OES with application review for the micro grant process. He and Captain Tellam attended the Sacramento-Sierra Arson Task Force Meeting in Roseville (Chief Mason transferred out of the Executive Board while Captain Tellam was voted in as Treasurer), the Sacramento Regional Fire Prevention Officers Meeting highlighting Occupancy Separation and completed an 8 hour range and firearms training with NCPD at Placer County’s indoor range. He stated all school inspections were completed during Christmas break and briefed the board on a few public education events that occurred with local preschools.

***BOARD DISCUSSION**

Director Slade-Troutman commended Secretary Bush’s Special Meeting Minutes from the meeting on January 30, 2024 advising they were organized and contained all of the details from the meeting. Additionally, she requested an update on the Reorganization. The Chief advised there is no timeline and that we are waiting for the MSR. Administrative Services Long reminded the Board of the NCC Fire Badge Pinning Ceremony on April 23 at the ASCC.

CLOSED SESSION

No public comment was made for closed session.

The board entered closed session at 8:04pm and reopened item #9. Director Dorland asked if there was a way to recoup costs for William Ross. The county should be paying since it is an administrative process. The Chief stated that the County has a specialized legal team, and it would be a conflict of interest. He advised Mr. Ross would be the buffer.

10. Conference with Labor Negotiators

The Board advised negotiators how to proceed.

The Board reported out of closed session at 8:14 pm.

ADJOURNMENT

President Grueneberg adjourned the meeting at 8:19 pm.

Attest:

Approved by:

Tricia Bush
Board Secretary

Keith Grueneberg
President of the Board

**Nevada County Consolidated Fire District
Fund Recap & Cash Balances
February 2024**

	Fund					Total
	722 Operating	723 Contingency	733 AB1600	734 Special Tax	758 Capital	
Beginning Cash ¹	2,134,909	1,143,736	210,880	86,320	508,886	4,084,731
Revenues	76,645		11,690	-	-	88,335
Expenditures	(513,825)		-	-	(66,864)	(580,689)
Other Inc/Expense	(2,350)		-	(57,084)	-	(59,434)
Other Activity ²	2,706		-	-	-	2,706
Ending Cash ¹	1,698,085	1,143,736	222,570	29,236	442,022	3,535,649

¹ Includes Well Fargo

² Reconciling items, prior period adjustments

Nevada County Consolidated Fire District Operating Fund 722 February 2024

	Feb 24	Jul '23 - Feb 24	Budget	% of Budget
Revenues				
4000 · Taxes & Assessments				
4010 · Current Secured	935	2,110,993	3,808,156	55%
4020 · Current Unsecured	78	66,227	55,013	120%
4030 · Prior Unsecured	66	1,145	2,026	57%
4040 · Supplemental Secured	11,540	53,800	104,000	52%
4050 · Supplemental Unsecured	74	1,788	4,800	37%
4060 · Supplemental Prior Unsecured	19	244	307	79%
4110 · Benefit Assessment	557	1,258,223	2,281,680	55%
4120 · Benefit Assessment Pr Yr		42		
4150 · Special Tax of 2012	947	1,077	1,040,653	0%
4151 · Special Tax 2012 (transfer in)	57,084	610,584		
4230 · State Homeowners		12,098	24,888	49%
4240 · State Public Safety Prop 172		214,409	517,390	41%
4290 · Other		175		
Total 4000 · Taxes & Assessments	71,300	4,330,805	7,838,913	55%
4500 · Reimbursements				
4510 · Strike Team		385,316	75,000	186%
4522 · Strike Team Cost Offset		(245,491)		
4540 · Vehicle Repair			5,000	
4550 · Cost Recovery	2,441	16,917	12,000	141%
4690 · Other Reimbursements	265	12,776	37,240	34%
Total 4500 · Reimbursements	2,706	169,518	129,240	131%
4800 · Other Revenue				
4810 · Inspections & Permits	700	6,426	8,300	77%
4812 · Plan Reviews	369	5,679	12,000	47%
4820 · Interest & Finance Charges	0	25,036	25,000	100%
4830 · Rentals	690	3,840	4,440	86%
4840 · Other Current Services	880	3,235	4,000	81%
Total 4800 · Other Revenue	2,639	44,216	53,740	82%
Total Revenues	76,645	4,544,539	8,021,893	57%
Expense				
5000 · Wages & Benefits				
5100 · Wages				
5111 · Chief / Div. Chief (2)	26,802	221,033	342,058	65%
5113 · Battalion Chief (3)	33,368	258,363	384,926	67%
5114 · Fire Marshal / FPO II (2)	20,353	172,243	261,749	66%
5121 · Captains (9)	77,177	609,836	953,162	64%
5122 · Lieutenants (6)	19,856	197,962	515,316	38%
5123 · Firefighter (15)	64,951	521,809	1,001,619	52%
5131 · Supplemental / Seasonal FF	6,484	106,582	166,421	64%
5132 · PCF / Reserve FF		3,178	5,500	58%
5141 · Clerical (2.5)	18,010	144,654	203,743	71%
5145 · Fire Mechanic (2)	12,768	98,941	169,989	58%

Nevada County Consolidated Fire District Operating Fund 722 February 2024

	Feb 24	Jul '23 - Feb 24	Budget	% of Budget
5151 · Overtime	38,560	501,864	806,826	62%
5153 · Additional Overtime Staffing	3,376	4,347	47,155	9%
5159 · St. 59 Staffing (Wages)	(14,902)	(28,055)	(461,783)	6%
5161 · Strike Team		108,125		
5165 · Strike Team Backfill		46,191		
5167 · Strike Team Revenue Offset		(241,982)		
5171 · Holiday Stipend		84,142	97,851	86%
5173 · Vacation / CTO Buy Back	362	47,115	61,677	76%
5185 · Directors	525	2,700	4,500	60%
Total 5100 · Wages	307,690	2,859,048	4,560,709	63%
5500 · Payroll Taxes				
5511 · Medicare Employer Tax	4,086	40,874	72,393	56%
5512 · Soc Security Employer Tax	187	1,291	1,172	110%
5521 · SUI Employer Tax	476	6,114	5,819	105%
5526 · Strike Team Revenue Offset		(3,509)		
5559 · St. 59 Payroll Taxes (Taxes)	(171)	(166)	(6,696)	2%
Total 5500 · Payroll Taxes	4,578	44,604	72,688	61%
5700 · Benefits				
5711 · Pension	54,857	974,076	1,145,664	85%
5731 · Health Insurance	47,670	463,317	922,464	50%
5735 · Life Insurance	672	9,540	14,400	66%
5751 · Workers Comp Insurance		293,858	326,505	90%
5759 · St. 59 Benefits	(8,808)	(31,317)	(186,288)	17%
Total 5700 · Benefits	94,391	1,709,474	2,222,745	77%
Total 5000 · Wages & Benefits	406,659	4,613,126	6,856,142	67%
6000 · Personnel Related				
6010 · Clothing / PPE				
6011 · Uniforms	(817)	10,011	31,787	31%
6021 · Personal Protective Equip	1,545	57,888	44,004	132%
6031 · Safety & PPE (per MOU)	587	32,078	33,990	94%
Total 6010 · Clothing / PPE	1,315	99,977	109,781	91%
6100 · Food / Meals				
6111 · Meals - Administration		38	3,250	1%
6113 · Meals - Fire		(14)	1,500	(1%)
Total 6100 · Food / Meals		24	4,750	1%
6200 · Training / Fitness				
6211 · Wellness Program	84	345	33,900	1%
6213 · Fitness Program		1,729	6,100	28%
6221 · Tuition - Safety Personnel	2,920	28,341	31,250	91%
6232 · Training Travel & Meals	1,630	11,769	12,000	98%
6241 · Training Materials	262	1,419	1,500	95%
6246 · Public Safety Training Center			1,550	
6261 · Licenses & Certificates	262	1,041	2,500	42%
6271 · Training - Administration		1,099	6,500	17%

Nevada County Consolidated Fire District Operating Fund 722 February 2024

	Feb 24	Jul '23 - Feb 24	Budget	% of Budget
Total 6200 · Training / Fitness	5,158	45,743	95,300	48%
Total 6000 · Personnel Related	6,473	145,744	209,831	69%
6500 · Facility & Equipment Related				
6510 · Communications				
6511 · Telephones	1,806	13,826	18,970	73%
6521 · Mobile Phones	790	6,418	10,000	64%
Total 6510 · Communications	2,596	20,244	28,970	70%
6550 · Station				
6551 · Supplies & Services - Stations	1,036	12,647	20,000	63%
Total 6550 · Station	1,036	12,647	20,000	63%
6610 · Insurance				
6611 · Liability & Umbrella	50	80,863	119,850	67%
Total 6610 · Insurance	50	80,863	119,850	67%
6650 · Maintenance				
6681 · Facility Maint & Improvements	3,097	57,374	158,600	36%
Total 6650 · Maintenance	3,097	57,374	158,600	36%
6700 · Medical Supplies				
6716 · EMS Supplies	1,387	9,481	15,500	61%
Total 6700 · Medical Supplies	1,387	9,481	15,500	61%
6750 · Apparatus Equipment				
6751 · Hose	(337)	14,948	28,600	52%
6756 · Ladders			1,800	
6761 · Suppression Equip/Small Tools	909	3,443	9,300	37%
6766 · Power Tools & Equipment	1,580	3,446	12,700	27%
6771 · Pump Testing	12	12	4,820	0%
6776 · Mobile Communications	345	11,055	13,354	83%
6781 · Technical Rescue Equip	2,470	8,284	13,300	62%
6782 · Swift Water Rescue		3,046	5,410	56%
6783 · Urban Search and Rescue		2,744	5,000	55%
6786 · SCBA Repair & Maintenance	308	446	10,610	4%
6796 · Drone		211	2,340	9%
6798 · Utility Terrain Vehicle		5,940	7,200	83%
Total 6750 · Apparatus Equipment	5,287	53,575	114,434	47%
6800 · Utilities				
6811 · Alarm		990	1,630	61%
6821 · Electricity / Gas	6,256	42,570	75,313	57%
6831 · Propane	211	4,975	21,521	23%
6841 · Trash	58	3,095	3,708	83%
6851 · Water / Sewer	204	6,547	14,326	46%
Total 6800 · Utilities	6,729	58,177	116,498	50%
6900 · Capital Expenditures				
6941 · Admin Office Equipm & Computers		6,325	6,500	97%
Total 6900 · Capital Expenditures		6,325	6,500	97%
Total 6500 · Facility & Equipment Related	20,182	298,686	580,352	51%

Nevada County Consolidated Fire District Operating Fund 722 February 2024

	Feb 24	Jul '23 - Feb 24	Budget	% of Budget
7000 · Vehicle Related				
7001 · Insurance	(175)	14,589	24,630	59%
7010 · Maintenance				
7011 · Accessories	1,544	7,694	109,560	
7016 · Batteries		1,255		
7021 · Body	(107)	11,571		
7026 · Brakes	846	2,209		
7031 · Drive Train	5,850	12,021		
7036 · Pumps	12	557		
7041 · Tires	1,914	23,458		
7046 · Tools & Shop Related	728	9,082		
7048 · All Categories for Budget				
7049 · Outside Agency Vehicle Maint	1,265	3,919		
Total 7010 · Maintenance	12,052	71,766	109,560	66%
7050 · Fuel				
7051 · Fuel	5,023	58,380	94,849	62%
Total 7050 · Fuel	5,023	58,380	94,849	62%
Total 7000 · Vehicle Related	16,900	144,735	229,039	63%
7500 · General & Admin Related				
7501 · Office Expense				
7502 · Administration	525	3,398	7,750	44%
7506 · Board		421	1,000	42%
7508 · Computer & Software Expense	8,635	66,837	90,707	74%
7509 · Copier Expense		482	1,500	32%
7511 · Memberships	(693)	15,463	16,155	96%
7516 · Mileage Reimbursements		18	300	6%
7521 · Postage & Delivery	224	680	1,100	62%
7501 · Office Expense - Other		1		
Total 7501 · Office Expense	8,691	87,300	118,512	74%
7550 · Professional Services				
7551 · Accounting	1,500	18,515	19,100	97%
7556 · Computer & IT Support	1,051	8,446	17,120	49%
7561 · Consultants		17,507	22,500	78%
7563 · Hiring Expense	2,691	5,445	11,945	46%
7566 · Legal Expense	3,934	29,430	41,420	71%
7571 · Medical Director		4,950	6,600	75%
7576 · Other		250		
Total 7550 · Professional Services	9,176	84,543	118,685	71%
7590 · Publications				
7591 · Legal Notices		94	600	16%
7596 · Marketing / Advertising			500	0%
Total 7590 · Publications		94	1,100	9%
7600 · Special District				
7621 · LAFCo		7,901	7,901	100%

Nevada County Consolidated Fire District Operating Fund 722 February 2024

	Feb 24	Jul '23 - Feb 24	Budget	% of Budget
7631 · Nevada County Fees		78,762	85,145	93%
Total 7600 · Special District		86,663	93,046	93%
7650 · Prevention				
7651 · Code Purchases		2,428	2,000	121%
7653 · Investigation Supplies		2,956	4,300	69%
7657 · Inspection Supplies			1,500	0%
7661 · Prof Svcs / Plan Checks		380	2,500	15%
7663 · Public Education Supplies	22	6,334	6,000	106%
7665 · Subscriptions / Memberships		243	3,000	8%
7667 · Training	600	3,870	9,000	43%
7669 · Other Prevention / Law Enforce	94	7,465	16,050	47%
Total 7650 · Prevention	716	23,676	44,350	53%
7800 · JPA				
7831 · Dispatch Charges	37,841	88,829	185,000	48%
7841 · Dues / Administration	7,187	14,375	14,375	100%
Total 7800 · JPA	45,028	103,204	199,375	52%
Total 7500 · General & Admin Related	63,611	385,480	575,068	67%
8500 · Strike Team Non Labor Expenses		7,496		
Total Expense	513,825	5,595,267	8,450,432	66%
Fund Over/<Under>	(437,180)	(1,050,728)	(428,539)	
Other Income				
9001 · Grant Revenue				
9001.10 · AAPA OVSF2- St.82 Trailhead		58,125		
Total 9001 · Grant Revenue		58,125		
Total Other Income		58,125		
Other Expense				
8700 · Transfers Out				
8758 · Transfer to 758		58,125		
Total 8700 · Transfers Out		58,125		
9101 · Grant Expense				
9101.09 · CA Fire Foundation Comm Veg Red		1,233		
9101.10 · AAPA OVSF2- St.82 Trailhead	2,350	5,850		
9101.11 · VFA 7GF23316		9,039		
Total 9101 · Grant Expense	2,350	16,122		
Total Other Expense	2,350	74,247		
Net Other	(2,350)	(16,122)		
Net Fund Activity	(439,530)	(1,066,850)	(428,539)	

Nevada County Consolidated Fire District
AB 1600 Mitigation Fund 733
February 2024

	<u>Feb 24</u>	<u>Jul '23 - Feb 24</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4000 · Taxes & Assessments				
4160 · AB 1600 Mitigation Fees	11,690	74,388	125,000	60%
Total 4000 · Taxes & Assessments	<u>11,690</u>	<u>74,388</u>	<u>125,000</u>	<u>60%</u>
4800 · Other Revenue				
4820 · Interest & Finance Charges		2,452	2,500	98%
Total 4800 · Other Revenue		<u>2,452</u>	<u>2,500</u>	<u>98%</u>
Total Revenues	<u>11,690</u>	<u>76,840</u>	<u>127,500</u>	<u>60%</u>
Expense				
6500 · Facility & Equipment Related				
6900 · Capital Expenditures				
6911 · Stations			35,000	
Total 6900 · Capital Expenditures			<u>35,000</u>	
Total 6500 · Facility & Equipment Related			<u>35,000</u>	
7500 · General & Admin Related				
7550 · Professional Services				
7561 · Consultants		19,230	23,000	84%
Total 7550 · Professional Services		<u>19,230</u>	<u>23,000</u>	<u>84%</u>
Total 7500 · General & Admin Related		<u>19,230</u>	<u>23,000</u>	<u>84%</u>
Total Expense		<u>19,230</u>	<u>58,000</u>	<u>33%</u>
Fund Over/<Under>	11,690	57,610	69,500	83%
Net Fund Activity	<u>11,690</u>	<u>57,610</u>	<u>69,500</u>	

**Nevada County Consolidated Fire District
Special Tax Fund 734
February 2024**

	<u>Feb 24</u>	<u>Jul '23 - Feb 24</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4000 · Taxes & Assessments				
4150 · Special Tax of 2012		579,314	1,059,652	55%
Total 4000 · Taxes & Assessments		579,314	1,059,652	55%
4800 · Other Revenue				
4820 · Interest & Finance Charges		1,609	1,500	107%
Total 4800 · Other Revenue		1,609	1,500	107%
Total Revenues		580,923	1,061,152	55%
Expense				
7500 · General & Admin Related				
7600 · Special District				
7631 · Nevada County Fees		8,187	10,597	77%
Total 7600 · Special District		8,187	10,597	77%
Total 7500 · General & Admin Related		8,187	10,597	77%
Total Expense		8,187	10,597	77%
Fund Over/<Under>		572,736	1,050,555	55%
Other Expense				
8700 · Transfers Out				
8722 · Transfer to 722	57,084	610,584		
Total 8700 · Transfers Out	57,084	610,584		
Total Other Expense	57,084	610,584		
Net Other	(57,084)	(610,584)		
Net Fund Activity	<u>(57,084)</u>	<u>(37,848)</u>	<u>1,050,555</u>	

Nevada County Consolidated Fire District
Capital Fund 758
February 2024

	<u>Feb 24</u>	<u>Jul '23 - Feb 24</u>	<u>Budget</u>	<u>% of Budget</u>
Revenues				
4800 · Other Revenue				
4820 · Interest & Finance Charges		7,056	6,542	108%
4850 · Sale Surplus Equipment		38,000	273,000	14%
Total 4800 · Other Revenue		45,056	279,542	16%
Total Revenues		45,056	279,542	16%
Expense				
6500 · Facility & Equipment Related				
6650 · Maintenance				
6681 · Facility Maint & Improvements		25,483	175,000	15%
Total 6650 · Maintenance		25,483	175,000	15%
6900 · Capital Expenditures				
6911 · Stations			48,000	
6921 · Apparatus & Equipment	66,864	216,964	352,675	62%
6931 · Vehicles		79,999	80,000	100%
Total 6900 · Capital Expenditures	66,864	296,963	480,675	62%
Total 6500 · Facility & Equipment Related	66,864	322,446	655,675	49%
7500 · General & Admin Related				
7550 · Professional Services				
7561 · Consultants			16,500	0%
Total 7550 · Professional Services			16,500	
Total 7500 · General & Admin Related			16,500	
Total Expense	66,864	322,446	672,175	48%
Fund Over/<Under>	(66,864)	(277,390)	(392,633)	71%
Other Income				
8800 · Transfers In				
8822 · Transfer from 722		58,125		
Total 8800 · Transfers In		58,125		
Total Other Income		58,125		
Net Other		58,125		
Net Fund Activity	(66,864)	(219,265)	(392,633)	

Nevada County Consolidated Fire District Check History Report February 2024

<u>Fund 722</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
	02/01/2024	267573	AFLAC	\$ 763.76
	02/01/2024	267522	BLUE SHIELD OF CALIFORNIA	\$ 35,849.67
	02/01/2024	V983738	Fire Risk Management Services	\$ 1,340.65
	02/01/2024	V983745	KAISER FOUNDATION HEALTH PLAN	\$ 17,014.26
	02/01/2024	V983706	SPECIAL DIST RISK MGMT AUTH.	\$ 5,159.87
	02/01/2024	267587	STANDARD INSURANCE COMPANY	\$ 1,044.00
	02/08/2024	267723	CalPERS 457 Plan (Def. Comp)	\$ 2,211.91
	02/08/2024	V984335	NCCFD - EFTPS (Fed & State Taxes)	\$ 26,301.78
	02/08/2024	V984347	NEVADA COUNTY PROF FF ASSN	\$ 1,155.00
	02/08/2024	V984353	NATIONWIDE RETIREMENT SOLUTION	\$ 6,991.39
	02/08/2024	913180	CalPERS (Retirement)	\$ 43,146.97
	02/09/2024	GJE789	Net Pay Pay Period Ending 2/3/24	\$ 116,014.26
	02/12/2024	267863	Alta Sierra Country Club	\$ 500.00
	02/12/2024	267866	CalCARD (US BANK)	\$ 19,951.26
	02/12/2024	267865	SUBURBAN PROPANE	\$ 175.09
	02/12/2024	267864	WASTE MANAGEMENT OF NEV. CO.	\$ 338.35
	02/12/2024	V984488	A TO Z SUPPLY	\$ 15.46
	02/12/2024	267907	AUBURN FORD	\$ 24.57
	02/12/2024	267877	B&C ACE HOME & GARDEN CENTER	\$ 39.84
	02/12/2024	V984546	Big Brand Tire & Service	\$ 65.00
	02/12/2024	V984513	CORE PSYCHOLOGICAL CORP	\$ 500.00
	02/12/2024	267932	Empire Energy Inc.	\$ 82.50
	02/12/2024	267888	ENGINEERED FIRE SYSTEMS, INC.	\$ 187.50
	02/12/2024	V984525	FOSTER & SON HOSE AND FITTINGS, INC.	\$ 136.51
	02/12/2024	267883	HBE RENTALS	\$ 14.42
	02/12/2024	V984489	HILLS FLAT LUMBER COMPANY	\$ 42.99
	02/12/2024	V984505	HUNT & SONS, INC.	\$ 4,204.57
	02/12/2024	V984512	IMMIX TECHNOLOGY INC	\$ 873.29
	02/12/2024	267891	LIFE ASSIST INC.	\$ 1,387.24
	02/12/2024	267924	MEM ELECTRICAL INC	\$ 883.00
	02/12/2024	V984515	MOTOR ELECTRIC SERVICE CO.	\$ 1,159.61
	02/12/2024	267884	NETWORK DESIGN ASSOCIATES	\$ 580.00
	02/12/2024	V984524	PLATT (Rexel)	\$ 110.84
	02/12/2024	V984510	Reliable Auto Glass Company	\$ 1,122.09
	02/12/2024	267941	RIEBES AUTO PARTS	\$ 1,027.78
	02/12/2024	V984494	RIVERVIEW INTERNATIONAL TRUCKS	\$ 3,254.69
	02/12/2024	V984511	ROBINSON ENTERPRISES, INC.	\$ 888.73
	02/12/2024	267906	AUBURN FORD	\$ 313.72
	02/12/2024	267885	NETWORK DESIGN ASSOCIATES	\$ 100.00
	02/12/2024	267908	AUBURN FORD	\$ 510.78
	02/20/2024	268087	AT&T CALNET 3	\$ 516.56
	02/20/2024	268085	CAL DEPT FORESTRY (ACCTG OFF)	\$ 37,841.46
	02/20/2024	268083	NID	\$ 31.23
	02/20/2024	268086	UPS	\$ 11.98

Nevada County Consolidated Fire District Check History Report February 2024

Date	Num	Name	Paid Amount
02/20/2024	268081	WASTE MANAGEMENT OF NEV. CO.	\$ 212.60
02/20/2024	268084	NID	\$ 55.58
02/20/2024	268082	WASTE MANAGEMENT OF NEV. CO.	\$ 46.44
02/20/2024	V984656	A TO Z SUPPLY	\$ 6.08
02/20/2024	268145	AUBURN FORD	\$ 305.66
02/20/2024	V984687	BEST BEST & KRIEGER	\$ 954.00
02/20/2024	V984672	BURTON'S FIRE APPARATUS	\$ 947.57
02/20/2024	V984676	DAVISON, JASON D	\$ 159.46
02/20/2024	268154	FECHTER & COMPANY, CPA's	\$ 1,500.00
02/20/2024	268185	Hoagland Surveys	\$ 2,350.00
02/20/2024	V984652	L.N. CURTIS & SONS	\$ 6,473.73
02/20/2024	268151	McMurchie Law	\$ 1,500.00
02/20/2024	268150	MEM ELECTRICAL INC	\$ 185.00
02/20/2024	V984660	MISSION LINEN SUPPLY, INC.	\$ 124.70
02/20/2024	268107	NETWORK DESIGN ASSOCIATES	\$ 335.00
02/20/2024	V984661	PURCHASE POWER	\$ 224.00
02/20/2024	V984666	RIVERVIEW INTERNATIONAL TRUCKS	\$ 164.04
02/20/2024	V984714	Work Health Solutions	\$ 2,159.00
02/20/2024	268144	AUBURN FORD	\$ 906.21
02/22/2024	268304	CalPERS 457 Plan (Def. Comp)	\$ 2,347.61
02/22/2024	V984764	NCCFD - EFTPS (Fed & State Taxes)	\$ 27,539.87
02/22/2024	V984776	NEVADA COUNTY PROF FF ASSN	\$ 1,425.00
02/22/2024	V984781	NATIONWIDE RETIREMENT SOLUTION	\$ 6,906.78
02/22/2024	913218	CalPERS (Retirement)	\$ 42,795.56
02/23/2024	GJE790	Net Pay Pay Period Ending 2/17/24	\$ 120,666.09
02/26/2024	268401	California Dept. of Justice	\$ 32.00
02/26/2024	268403	CalMutuals	\$ 100.00
02/26/2024	268402	South Lake Tahoe Fire Rescue	\$ 50.00
02/26/2024	268406	AT&T CALNET 3	\$ 29.45
02/26/2024	268404	NID	\$ 61.13
02/26/2024	268405	NID	\$ 55.85
02/26/2024	268447	ADVANTAGE GEAR, INC.	\$ 25.32
02/26/2024	268450	AUBURN FORD	\$ 172.93
02/26/2024	268439	Auburn Tire	\$ 1,848.51
02/26/2024	268419	B&C ACE HOME & GARDEN CENTER	\$ 225.66
02/26/2024	V984914	BURTON'S FIRE APPARATUS	\$ 1,089.17
02/26/2024	V984935	FOSTER & SON HOSE AND FITTINGS, INC.	\$ 15.98
02/26/2024	268431	HANSEN BROS. ENTERPRISES	\$ 600.42
02/26/2024	V984928	IMMIX TECHNOLOGY INC	\$ 904.80
02/26/2024	V984890	L.N. CURTIS & SONS	\$ 559.13
02/26/2024	V984922	Law Offices of William D. Ross	\$ 1,479.99
02/26/2024	V984897	MISSION LINEN SUPPLY, INC.	\$ 201.48
02/26/2024	268427	NETWORK DESIGN ASSOCIATES	\$ 36.25
02/26/2024	268438	NEVADA COUNTY FIRE AGENCY	\$ 7,187.37
02/26/2024	268468	SAC ICE, LLC	\$ 361.44

Nevada County Consolidated Fire District Check History Report February 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
02/26/2024	268436	SUBURBAN PROPANE	\$ 8.00
02/26/2024	268448	ADVANTAGE GEAR, INC.	\$ 25.32
02/26/2024	268449	AUBURN FORD	\$ 672.99
02/26/2024	268428	NETWORK DESIGN ASSOCIATES	\$ 5,056.00
02/26/2024	V984924	BANNER COMMUNICATIONS	\$ 344.67
Fund 722 Total:			\$ 575,318.42
<u>Fund 758-2</u>			
02/01/2024	267512	PNC EQUIPMENT FINANCE	\$ 66,864.32
Fund 758-2 Total:			\$ 66,864.32

Nevada County Consolidated Fire District Credit Card History Report February 2024

<u>Fund 722</u>	Num	Name	Paid Amount
	DAVISON	Paypal/EI Dorado Hills Fire Dept.	\$ 455.00
	DAVISON	Tahoe Truckee Community College	\$ 300.00
	DAVISON	AMAZON: Facility Mtc.- St.84	\$ 199.94
	DAVISON	Courtyard by Marriott (Reno, NV)	\$ 359.95
	FIN MGR	STREAMLINE	\$ 249.00
	FIN MGR	AT&T Long Distance	\$ 41.94
	FIN MGR	Cloudflare	\$ 5.00
	FIN MGR	COMCAST	\$ 529.77
	FIN MGR	AT&T (Carol Stream)	\$ 49.99
	FIN MGR	COMCAST	\$ 144.08
	FIN MGR	MICROSOFT OFFICE	\$ 1,315.00
	FIN MGR	SMARTER BROADBAND	\$ 50.00
	FIN MGR	SMARTER BROADBAND	\$ 159.45
	FIN MGR	PACIFIC GAS & ELECTRIC CO.	\$ 6,255.81
	FIN MGR	OPTIMUM (SUDDENLINK)	\$ 26.62
	FIN MGR	COMCAST	\$ 154.69
	FIN MGR	VERIZON WIRELESS	\$ 809.86
	GREENE	SNAP-ON INDUSTRIAL	\$ 223.98
	GREENE	CORNWELL ANDERSON TOOL	\$ 53.88
	GREENE	DISH NETWORK	\$ 103.82
	GREENE	SNAP-ON INDUSTRIAL	\$ 49.32
	JACKSON	Yuba Community College	\$ 104.00
	JOHNSEN	The Home Depot	\$ 755.35
	LONG	AMAZON: Computer Expense- St.92	\$ 270.89
	LONG	TSI Service	\$ 308.47
	LONG	AMAZON: Computer Expense- St.88	\$ 172.95
	LONG	ACTIVE 911	\$ 49.35
	LONG	AMAZON: Facility Mtc.- Admin	\$ 48.45
	LONG	AMAZON: Wellness Program	\$ 84.35
	LONG	AMAZON: Memberships	\$ 1,396.43
	LONG	AMAZON: Memberships	\$ 520.26
	LONG	AMAZON: Memberships	\$ (1,255.26)
	LONG	AMAZON: Memberships	\$ (1,354.54)
	MARGHERITA	CFMA	\$ 840.00
	MCELHANNON	AMAZON: Station Supplies- St.84	\$ 308.47
	MCELHANNON	AMAZON: Station Supplies- St.85	\$ 293.42
	MCELHANNON	Ferrell Gas	\$ 42.38
	MENET	Enviro Safety Products	\$ 908.52
	MENET	Sam's Club	\$ 20.45
	MENET	AMAZON: Station Supplies- St.88	\$ 85.95
	NIEDERBERGE	Sierra College	\$ 272.00
	NIEDERBERGE	Barnes & Noble	\$ 111.75
	OCONNOR8500	Oxford Inn & Suites (Chico, CA)	\$ 556.56
	ROSS	SIERRA-SACRAMENTO VALLEY EMS	\$ 86.00

Nevada County Consolidated Fire District Credit Card History Report February 2024

Num	Name	Paid Amount
ROSS	A&A A/C & HEATING	\$ 97.02
SCHAAKE	Paypal/Performance Redefined Corp.	\$ 899.00
SCHAAKE	AMAZON: Facility Mtc. - St.59	\$ 23.62
SERNA	AMAZON: Station Supplies- St.88	\$ 52.72
SERNA	AMAZON: Station Supplies- St.89	\$ 136.86
SULLIVAN	SIERRA-SACRAMENTO VALLEY EMS	\$ (124.00)
SULLIVAN	California EMS Association	\$ 300.00
SULLIVAN	Blundstone USA	\$ 293.37
SULLIVAN	AMAZON: Technical Rescue Equip.	\$ 2,469.54
SULLIVAN	Nevada City Chamber of Commerce	\$ 25.00
SUNDE	Embassy Suites (San Rafael, CA)	\$ 553.64
TELLAM	Southwest Airlines	\$ 1,035.92
TELLAM	Rare Earth	\$ 28.21
TELLAM	Southwest Airlines	\$ (1,035.92)
TELLAM	AMAZON: Prevention- Other Supplies	\$ 94.02
TELLAM	CCAI	\$ 600.00
WITTER	AMAZON: Training Materials	\$ 150.60
		<u>\$ 21,762.90</u>
	Total Fund 722:	<u>\$ 21,762.90</u>



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Division Chief Sullivan
Date: March 21, 2024
Re: Battalion Chief Eligibility List Extension

Background:

The District currently maintains an eligibility list for the position of Battalion Chief. Three eligible candidates remain on the current list, which was certified on April 20, 2023.

Recommendation:

Staff recommends the Board extend the current eligibility list until a successor list is made available for a term not to exceed twelve months or April 20, 2025. This is in accordance with the personnel code:

SECTION 2.2.13. ESTABLISHMENT OF ELIGIBILITY LISTS

- (a) After each examination, the Chief shall prepare an eligibility list of persons who have qualified within the provisions of this Code and Regulations for a position or class of positions. The names of such persons shall be placed on the eligibility list in the order of their final ratings starting with the highest. All appointments to positions in the Classified Service covered by the eligibility list shall be made from the list, except where a laid-off permanent employee is reinstated as provided in Section 2.6.7.
- (b) The eligibility list shall be in effect for a maximum of 12 months unless the Board, at the Chief's request extends the effective term of the list. Any such extension shall not exceed twelve additional months.

Motion Requested:

Motion to approve the extension of the Battalion Chief Eligibility List until a successor list becomes available or April 20, 2025.

Fiscal Implications:

None.



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Division Chief Sullivan
Date: March 21, 2024
Re: Captains Eligibility List Extension

Background:

The District currently maintains an eligibility list for the position of Captain. Two eligible candidates remain on the current list, which was certified on April 20, 2023.

Recommendation:

Staff recommends the Board extend the current eligibility list until a successor list is made available for a term not to exceed twelve months or April 20, 2025. This is in accordance with the personnel code:

SECTION 2.2.13. ESTABLISHMENT OF ELIGIBILITY LISTS

- (a) After each examination, the Chief shall prepare an eligibility list of persons who have qualified within the provisions of this Code and Regulations for a position or class of positions. The names of such persons shall be placed on the eligibility list in the order of their final ratings starting with the highest. All appointments to positions in the Classified Service covered by the eligibility list shall be made from the list, except where a laid-off permanent employee is reinstated as provided in Section 2.6.7.
- (b) The eligibility list shall be in effect for a maximum of 12 months unless the Board, at the Chief's request extends the effective term of the list. Any such extension shall not exceed twelve additional months.

Motion Requested:

Motion to approve the extension of the Captain Eligibility List until a successor list becomes available or April 20, 2025.

Fiscal Implications:

None.



Nevada County Consolidated Fire District

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nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Nicole Long through Chief Robitaille
Date: March 11, 2024
Re: Exam Works Independent Medical Examiner/Fund Transfer

Background:

In 2023, the California Public Employees' Retirement System (CalPERS) changed the process and requirements for determining Industrial Disability Retirement (IDR) Benefits. The determination must now show substantial incapacity; prophylactic restrictions are not accepted. Forms are to be completed by a physician specializing in the employee's injury and/or illness. In some cases, this determination can be made by a worker's compensation doctor or during an employee's qualified medical examination (QME); other cases specifically require the use of an Independent Medical Examiner (IME) to conduct the process.

As a contracted agency with CalPERS, when an IME is required, the full cost of paying for the IME falls on the district. To ensure we can process an IDR request promptly and in compliance with all legal requirements, including the potential that an IME will be required, Staff worked with Regional Government Services and contacted the third-party company Exam Works to inquire about potential costs associated with hiring an IME. Physicians who specialize in IME services for CalPERS purposes and related injury/illnesses charge \$650.00 to \$850.00 an hour. They charge for the actual exam time, record review, and preparation of the necessary report for CalPERS. The starting baseline is 3.5 hours, with an inch of additional records being an hour of their time. Staff is asking that the Board pre-approve the Fire Chief or his designee to work directly with Exam Works to provide any services that CalPERS requires in connection with employee qualification for IDR benefits. At this time, staff is requesting a not-to-exceed amount of \$30,000 to cover the anticipated cost of the current IDR benefit process under submission; if additional funds are needed in the future, staff will return to the Board to make a new request.

Recommendation:

Authorize the Fire Chief or Designee to approve the use of Exam Works, including executing services agreements as needed when an Independent Medical Examiner is required, and approve a not-to-exceed expenditure of \$30,000.00 in connection with costs for employing an Independent Medical Examiner as needed.

Fiscal Implications:

\$30,000.00 would be placed in a new account, 7572 – Independent Medical Exams from the contingency account. A resolution authorizing this transfer of funds is attached.

Recommended Motion:

Authorize the Fire Chief or designee to approve the use of Exam Works, including executing services agreements as needed when an Independent Medical Examiner is required, and adopt Resolution R24-04 for the transfer of funds in the amount of \$30,000.00 to cover the expense associated with the use of the IME.

Attachment 1: Resolution 24-04



Nevada County Consolidated Fire District

Resolution 24-04

Transfer of Funds for Independent Medical Examiner

WHEREAS, in order to comply with legal requirements and CalPERS protocol, Nevada County Consolidated Fire District (NCCFD) has the potential need, from time to time, to engage an Independent Medical Examiner for CalPERS Industrial Disability Retirement benefit determinations;

WHEREAS, the fiscal year 23/24 budget does not reflect an account or any authorized expense for use of an Independent Medical Examiner;

WHEREAS, in order to provide access to funds for hiring an Independent Medical Examiner as needed, staff is requesting a transfer from Contingency Fund (6723) to Operating Fund (6722) in the amount of \$30,000.00, which will then be transferred to an account (7572) that is to be created within Operating Fund 6722 the first time the need arises for an Independent Medical Examiner;

NOW, THEREFORE, BE IT RESOLVED that the NCCFD Board of Directors, by the adoption of this resolution, approve the transfer of \$30,000.00 from Contingency (6723) to Operating fund (6722), for subsequent transfer to an account (7572) to be created in the event the services of an Independent Medical Examiner are required.

PASSED AND ADOPTED by the Board of Directors as Resolution of the Nevada County Consolidated Fire District at the Regular Board Meeting held on the 21st day of March 2024 by the following roll call:

Ayes:

Noes:

Absent:

Abstain:

Keith Grueneberg, President of the Board
Nevada County Consolidated Fire District

Attest:

Tricia Bush, Secretary of the Board



Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

To: Board of Directors
From: Nicole Long through Chief Robitaille
Date: March 11, 2024
Re: Workers' Compensation Administrator

Background:

For approximately 10+ years, the Special District Risk Management Authority (SDRMA) has been our Workers' Compensation Administrator. Our claims have continuously increased, causing our premium and experience modification to rise. We received an estimated cost of \$487,100.00, with an experience modification percentage of 173% for the 24/25 fiscal year.

Upon receiving the estimate, Staff reached out to other administrators for quotes. We received one interested company and are awaiting a finalized quote and plan comparison at the time of writing this. The Staff would like to change if this company can offer a better premium and the same or better benefits.

Staff must notify SDRMA by April 1st if the district is withdrawing from its Workers' Compensation Program.

Recommendation:

Allow the Fire Chief to work with Staff on the best Workers' Compensation Administrator based on benefits and premium costs and, if necessary, withdraw from the SDRMA Workers' Compensation Program.

Fiscal Implications:

\$487,100.00 or less.

Recommended Motion:

Authorize the Fire Chief, if needed, to withdraw from the SDRMA Workers' Compensation Program.



RECEIVED

FEB 07 2024

Agenda Item: **4 - Establish 2024 Board Elections Timeline** NCCFD

Item Type: **Discussion/Action**

Submitted By: **Amber Phelen, Management Analyst**

Presented By: **Neil McCormick, Chief Executive Officer**

Strategic Plan Reference: **1. Association Governance;
7. Management/Administration**

BACKGROUND:

The nomination process for the 2024 CSDA Board of Directors, Seat A election is quickly approaching. CSDA Bylaws direct that the Election & Bylaws Committee shall set the timeline for elections each year. Below is a staff recommended timeline for the nomination and election process that complies with the noticing periods outlined in the CSDA bylaws. The timeline works backwards from the CSDA Annual Conference start date which is September 9, 2024 this year.

- February 5** **Nomination applications mailed and emailed out**
125 days to election start on June 9; bylaws requirement = at least 120 days.
- April 10** **Nomination application deadline**
61 days to election start; bylaws requirement = at least 60 days prior to election.
- April 20** **Nomination application deadline – Coastal Network**
Per CSDA Bylaws, the deadline shall be extended by 10 days in a Network where there is no incumbent re-running.
- June 10** **Electronic ballot voting begins – current Regular Members**
- July 26** **Deadline to receive electronic ballots - current Regular Members**
45 days until conference; bylaws requirement = at least 45 days.
- July 29 or 30** **Count ballots and inform candidates of win/loss**

FISCAL IMPACT:

None at this time.

STAFF RECOMMENDATION:

Staff recommends a motion to approve the 2024 CSDA Board of Directors, Seat A regular election timeline as presented.



**California Special
Districts Association**
Districts Stronger Together

Agenda Item: 5 – Review & Approve 2024 Election Materials
Item Type: Discussion/Action
Submitted By: Amber Phelen, Management Analyst
Presented By: Neil McCormick, Chief Executive Officer
Strategic Plan Reference: 1. Association Governance;
7. Management/Administration

BACKGROUND:

Attached is a draft of the nomination letter, form, and candidate information sheet which would be sent out to CSDA voting members in good standing for all six Networks as part of the 2024 CSDA Board of Directors, Seat A election.

Additionally, the background information that will be mailed with the ballots is included. A current list of Board Members and their terms are also attached. Seat A Board Members are up for re-election.

FISCAL IMPACT:

The annual CSDA Board election process is a 2024 budgeted item.

STAFF RECOMMENDATION:

Staff recommends a motion to approve the 2024 CSDA Board of Directors, Seat A election nomination letter, nomination form, candidate information sheet, and ballot letter to be sent to all voting Regular CSDA Members in good standing.



**California Special
Districts Association**

Districts Stronger Together

DATE: February 5, 2024
TO: CSDA Voting Member Presidents and General Managers
FROM: CSDA Elections and Bylaws Committee
SUBJECT: **CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT A**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2025 - 2027 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular Member in good standing and located within the geographic network that they seek to represent.
(See attached CSDA Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, professional development, and other resources for members. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, usually 4-5 meetings annually, at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend, at minimum, the following CSDA annual events: Special Districts Legislative Days - held in the spring, and the CSDA Annual Conference - held in the fall.
*(CSDA does **not** reimburse expenses for the two conferences even if a Board or committee meeting is held in conjunction with the event)*
- Complete all four modules of CSDA's Special District Leadership Academy within 2 years of being elected.
*(CSDA does **not** reimburse expenses for the Academy classes even if a Board or committee meeting is held in conjunction with the event).*

Nomination Procedures: Any Regular Member district in good standing is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is April 10, 2024. Nominations and supporting documentation may be mailed or emailed.**

Mail: 1112 I Street, Suite 200, Sacramento, CA 95814
Fax: 916.442.7889
E-mail: amberp@cdda.net

Once received, nominees will receive a candidate's letter. The letter will serve as confirmation that CSDA has received the nomination and will also include campaign guidelines.

CSDA will begin electronic voting on June 10, 2024. All votes must be received through the system no later than 5:00 p.m. July 26, 2024. The successful candidates will be notified no later than July 30, 2024. All selected Board Members will be introduced at the Annual Conference in Indian Wells, CA in September 2024.

Expiring Terms

(See enclosed map for Network breakdown)

Northern Network	Seat A – Greg Orsini, Director, McKinleyville Community Services District*
Sierra Network	Seat A – Noelle Mattock, El Dorado Hills Community Services District*
Bay Area Network	Seat A – Chad Davisson, General Manager, Ironhouse Sanitary District*
Central Network	Seat A – Patrick Ostly, General Manager, North of River Sanitary District*
Coastal Network	Seat A – Elaine Magner, Director, Pleasant Valley Recreation & Park District*
Southern Network	Seat A – Jo MacKenzie, Director, Vista Irrigation District*

(* = Incumbent is running for re-election)

CSDA will be using a web-based online voting system allowing your district to cast your vote easily and securely. Electronic Ballots will be emailed to the main contact in your district June 10, 2024. All votes must be received through the system no later than 5:00 p.m. July 26, 2024.

*Districts can opt to cast a paper ballot instead; but you must contact Amber Phelen by e-mail amberp@cdda.net **by April 10, 2024** in order to ensure that you will receive a paper ballot on time.*

CSDA will mail paper ballots on June 10, 2024 per district request only.

If you have any questions, please contact Amber Phelen at amberp@cdda.net.



California Special
Districts Association
Districts Stronger Together

2024 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form, a Board resolution/minute action supporting the candidate, and Candidate Information Sheet by mail or email to:

CSDA
Attn: Amber Phelen
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732

amberp@csda.net

DEADLINE FOR RECEIVING NOMINATIONS:

April 10, 2024 at 5:00 p.m.



California Special
Districts Association
Districts Stronger Together

2024 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. Any statements received in the CSDA office after the nomination deadlines will not be included with the ballot.**



California Special Districts Association

DISTRICT NETWORKS





Nevada County Consolidated Fire District

640 Coyote Street, Nevada City, CA 95959

(530) 265-4431 FAX (530) 265-4438

nccfire@nccfire.com • www.nccfire.com

March 21, 2024

The Honorable Congressman Kevin Kiley
U.S. House of Representatives
1032 Longworth House Office Building
Washington, D.C. 20515

RE: Cosponsor Request – H.R. 7525 *Special District Grant Accessibility Act*

Dear Representative Kiley,

On behalf of the Nevada County Consolidated Fire District, we respectfully request that you cosponsor the *Special District Grant Accessibility Act* (H.R. 7525). This important bipartisan bill would establish a formal definition of “special district” in federal law, as well as require the Office of Management and Budget (OMB) to issue guidance to federal agencies requiring special districts to be recognized as local governments for the purpose of federal financial assistance determinations.

NCC Fire is one of eleven fire districts in Nevada County; proudly serving the rural areas surrounding the cities of Grass Valley and Nevada City. NCC Fire is a full-time paid staff district covering 143 square miles of residential, commercial, industrial and rural areas through five service areas and ten stations. There are four staffed District-owned stations and five un-staffed District-owned stations. We are currently co-staffing Rough & Ready Fire Station #59 with Penn Valley Fire.

Special districts are local governments created by the people of a community to deliver specialized services essential to their health, safety, economy, and well-being. In the State of California, there are over 2,000 special districts providing a broad range of essential services and infrastructure.

Despite the significance of special districts throughout the United States, federal law lacks a consistent definition of these special purpose units of local government. As a result, some communities served by special districts face challenges in accessing federal funding opportunities as their local service providers are commonly omitted from the definition of eligible units of local government in legislative proposals that authorize federal programs and funding. Moreover, special districts lack official population figures and are therefore not recognized by the U.S. Census Bureau as “geographic units of government.” As a result, special districts are unable to gain access to certain formula-driven grants and resources.

Sponsored by Representatives Pat Fallon (R-TX) and Brittany Pettersen (D-CO), the *Special District Grant Accessibility Act* represents a long-overdue, bipartisan effort designed to ensure that special districts have the same access to federal resources as other units of local government. Again, we urge you to cosponsor this important legislation, and we ask that you work with your House colleagues to prioritize its passage.

Respectfully,

Keith Grueneberg
Board President, Nevada County Consolidated Fire District

cc: California Special Districts Association [via email: advocacy@csda.net]

Approximately 35,000 special districts are local governments providing critical infrastructure and essential services in thousands of communities across the country. They exist when a community demands a service that another unit of government is not otherwise providing. These agencies are established and locally governed under an enabling act or special act of a state to provide a limited and specific set of public services.

The Problem

Despite the significant presence of special districts in the U.S., **Federal law lacks a consistent definition and reference to special purpose units of local government.**

As a result, special districts:

- May have difficulties directly accessing funding opportunities.
- Are commonly omitted as eligible in the definitions of “local government” for proposed legislation and laws intended to assist all local governments.
- Are mistaken for small businesses or nonprofit corporations.
- Lack official population figures, as they are not federally recognized as “geographic units of government.”

The Solution: H.R. 7525

The Special District Grant Accessibility Act

- Requires Federal agencies to recognize special districts as local government for the purpose of Federal financial assistance determinations.
- Codifies in Federal law a first-ever, formal definition of "special district."

“Special District” Defined

H.R. 7525 - The Special District Grant Accessibility Act, defines "special district" as follows:

“ The term “special district” means a **political subdivision of a State**, with specified boundaries and significant budgetary autonomy or control, created by or pursuant to the laws of the State, for the **purpose of performing limited and specific governmental or proprietary functions** that distinguish it as a significantly separate entity from the administrative governance structure of any other form of local government unit within a State. ”

Common Services Provided

- | | | |
|--------------------|------------------------|-----------------------|
| Water & Wastewater | Healthcare & Hospital | Road & Highway |
| Irrigation | Park & Recreation | Airport |
| Fire Protection | Port/Harbor/Navigation | Electricity |
| Ambulance | Library | Mosquito Control |
| Transit | Cemetery | Resource Conservation |

Quick Facts

35,000

Special District Governments

17%

All local government revenue

50 states

Connect & Engage on Solutions

NSDC is the only national organization representing and advocating for all types of special districts at the federal level.

jk@paragonlobbying.com

(877) 924-2732

February 7, 2024

To: Chief Jason Robitaille
Nevada County Consolidated Fire District
640 Coyote St.
Nevada City, CA 95950

From: Albert Arendell
Member Oversight Committee
14685 Sky Pines Road
Grass Valley, Ca 95949

Dear Chief

This Letter is to inform you that I will no longer be a member of the NCCFD Oversight Committee. I am unwilling to work with the current committee president.

Thank you

Albert Arendell

RECEIVED

FEB 12 2024

NCCFD

RECEIVED

FEB 22 2024

NCCFD

2/2024

DEAR ALL FIRE FIGHTERS
AND SUPPORT STAFF,

I WOULD LIKE TO THANK YOU
FOR WORK TO CARE AND SUPPORT
PEOPLE IN CHALLENGING OR EVEN DESPERATE
SITUATIONS. YOUR WORK UPHOLDS THE
DIGNITY OF LIFE! I WOULD LIKE TO
ACKNOWLEDGE YOUR CONTRIBUTIONS TO
OUR COMMUNITY! 😊 THANK YOU FOR ALL
YOU DO TO KEEP US
SAFE! =*=
2

FROM: PARISHIONER AT
ST. CHARLES CHURCH.

NEVADA COUNTY
CONSOLIDATED
FIRE DISTRICT

CHIEFS MONTHLY REPORT



MARCH 21, 2024 REGULAR BOARD MEETING



PREPARED BY:

Fire Chief Jason Robitaille
Division Chief Patrick Sullivan
Fire Marshal Patrick Mason

NEVADA COUNTY CONSOLIDATED FIRE DISTRICT

FEBRUARY HIGHLIGHTS



ADMINISTRATION

- Annual Firefighter (1582) Physicals completed.
- Storm preposition- CalOES
- NCCFD participated in the Nevada City Mardi Gras parade.
- Wagner and Robitaille KNCO.
- Finance presentation with Nevada County.
- AFG – Kickoff meeting
- Apparatus Committee – Special Ops Rescue project
- Nevada County Environmental/Public Health
- LHMP – Planning Partners Meeting
- Update meeting with Supervisor Swarthout
- Update meeting with Supervisor Scofield

MEETINGS

- Met with L-3800 Negotiation Team
- LAFCO Commission Meeting (Robitaille)
- County Ad-Hoc Meeting (Robitaille)
- County Chief's Meeting (Robitaille/Sullivan/Mason)
- District Battalion Chief's Meeting (Robitaille/Sullivan)
- Law Enforcement Fire Council Meeting (Robitaille/Sullivan)
- Ophir Hill Board Meeting (Robitaille/Grueneberg)
- CAUSSS Meeting (School & Safety Partners) - Sullivan
- South Yuba River Cohorts Meeting- Sullivan
- Narcan leave behind with County Health- Sullivan
- Drug Endangers Children Meeting- Sullivan

NEVADA COUNTY CONSOLIDATED FIRE DISTRICT

FEBRUARY MONTHLY STATISTICS



7:55 AVG. RESPONSE TIME

HIGHLIGHTS:

FIRES:

- 3 CHIMNEY FIRE
- 4 BUILDING FIRES
- 1 OUTSIDE/RUBBISH FIRES
- 1 VEHICLE FIRE

163 EMS/MEDICAL ASSISTS

3 HAZMAT CALLS

3 GAS LEAKS

13 POWER LINES DOWN

1 FLOODING CALL

4 CO2 INCIDENTS

VEHICLES ACCIDENTS:

- 5 WITH INJURIES
- 2 W/O INJURIES

3 DISTRESS CALLS

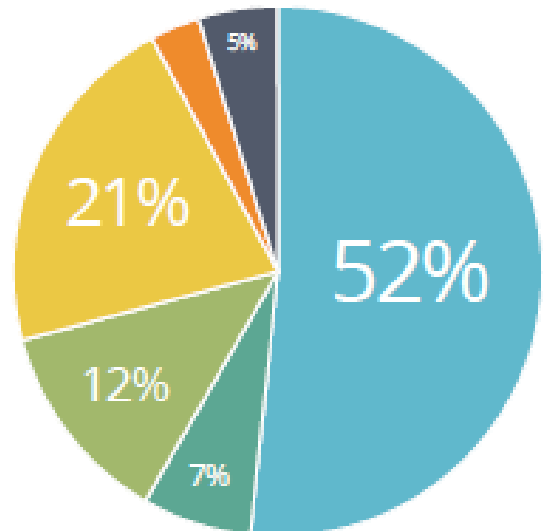
9 PUBLIC ASSISTANCE CALLS

6 WIND STORM ASSESSMENTS

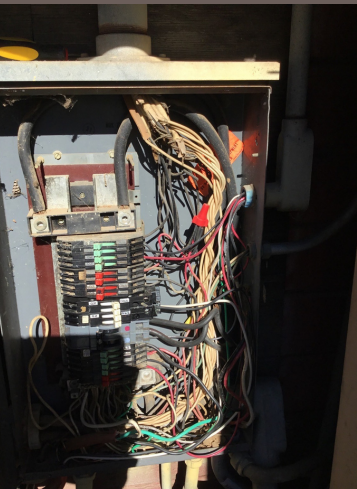
331 INCIDENTS

CALL BREAKDOWN

52% EMS CALLS
48% FIRE/OTHER



FEBRUARY FIRE PREVENTION REPORT



MEETINGS

- Chief Mason met with a newly established regional Unmanned Aerial Vehicle (UAV) coordinators Group.
- Chief Mason and Captain Tellam attended the CCAI Roundtable Meeting – Training was on Insurance Fraud.
- Chief Mason attended the Admin Management Meeting.

COMMENTS

- Captain Tellam attended the annual earthquake and fire alarm drill at the Nevada Union High School.
- Chief Mason and Captain Tellam completed the International Association of Arson Investigators (IAAI) Expert Witness / Courtroom Testimony Course.



Agenda Item #10

Closed Session