

Tuesday, April 16, 2024

**BOARD OF DIRECTORS  
AMADOR FIRE PROTECTION DISTRICT  
COUNTY ADMINISTRATION CENTER  
810 Court Street, Board of Supervisors Chambers  
Jackson, California 95642**

**AGENDA**

**-- 10:30 AM--**

**Please Note: All Board of Directors meetings are recorded.**

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the Clerk of the Board staff, at (209) 223-6391 or (209) 223-6646 (fax). Requests must be made as early as possible and at least one-full business day before the start of the meeting. Assisted hearing devices are available in the Board Chambers for public use during all public meetings.

Pursuant to Government Code 54957.5, all materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at and after the time of such distribution, in the office of the Clerk of the Board of Directors, 810 Court Street, Jackson, California 95642, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or District staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials that are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.2. Public hearing items will commence no sooner than the times listed on the agenda.

Anyone who wishes to address the Board must speak clearly, stating first and last name.

If you are participating via telephone or online and want to speak, you will need to “raise your hand” (hand emoji). Zoom how-to features, such as “unmute” or “raising your hand” can be found at the link below: [https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h\\_e027935e-f7cf-4183-9870-64f177689687](https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h_e027935e-f7cf-4183-9870-64f177689687)

**TO PARTICIPATE VIA ZOOM USE THE FOLLOWING NUMBER: +1-669-900-6833**

**10:30 AM Regular Scheduled Meeting**

+1 669 900 6833 US

**Meeting ID or Access: 865-3132-2433#**

**Passcode: 879415**

You may also view and participate in the meeting using this link:

<https://us02web.zoom.us/j/86531322433?pwd=VzN0K1FOVi9KZ1JlbG96ZWpMTnNdZ09>

**REGULAR MEETING AGENDA**

**DATE:** April 16, 2024  
**TIME:** 10:30 AM  
**LOCATION:** County Administration Center  
Board Chambers  
810 Court Street  
Jackson, CA 95642

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA:** Approval of agenda for this date; any and all off-agenda items must be approved by the Board (pursuant to 54954.2 of the Government Code)

**PUBLIC MATTERS NOT ON THE AGENDA:** Discussion items only; no action will be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Amador Fire Protection District Board of Directors; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. **Please note - there is a five (5) minute limit per person.**

**ADMINISTRATIVE MATTERS:**

1. **FIRE CHIEF'S UPDATE:** Discussion relative to subject matter.
  - A. OPERATIONS
  - B. FIRE PREVENTION
  - C. PUBLIC INFORMATION OFFICER
  - D. VOLUNTEER PROGRAM
2. **SCI CONSULTING SERVICES AGREEMENT:** Discussion and possible action.
3. **DISTRICT MONTHLY REPORT:** Discussion relative to subject matter for items A-C.
  - A. CALL / INCIDENT
  - B. TRAINING
  - C. VEHICLE MAINTENANCE

**MISCELLANEOUS MATTERS:**

4. **MINUTES:** Discussion and possible action. Review and approval of the regular minutes from March 19, 2024.

**CLOSED SESSION** may be called for labor negotiations (pursuant to Government Code §54957.6), personnel matters (pursuant to Government Code §54957), real estate negotiations/acquisitions (pursuant to Government Code §54956.8), and/or pending or potential litigation (pursuant to Government Code §54956.9).

5. **CONFERENCE WITH REAL PROPERTY NEGOTIATORS:** Amador Fire Protection District (AFPD) Negotiators: Robert Withrow, Fire Chief  
Property: Portions of APN: 030-740-022-000  
Negotiating Parties: Del Rapini Construction Inc.  
/ Rapini Delbert E Sp. Trust. - Terms and Conditions to Consider Negotiation. Suggested Action: Discussion and possible action.
6. **CLOSED MINUTES:** Review and the approval of the confidential minutes of the Board of Directors meeting of March 19, 2024.  
Action: Discussion and possible action.

**ADJOURNMENT:** Tuesday, May 21, 2024.

# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04-16-24

From: Robert Withrow  
(Department Head - please type)

Phone Ext. 391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>04-16-24</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: FIRE CHIEF'S UPDATE

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)  
Discussion relative to subject matter:  
A) Operations  
B) Fire Prevention Officer  
C) Public Information Officer  
D) Volunteer Program

Recommendation/Requested Action: \_\_\_\_\_

Fiscal Impacts (attach budget transfer form if appropriate)	Staffing Impacts
_____	_____

Is a 4/5ths vote required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Contract Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Resolution Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Ordinance Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Comments: _____
Committee Review? Name _____ N/A <input checked="" type="checkbox"/> Committee Recommendation: _____	

Request Reviewed by:

Chairman _____	Counsel _____
Auditor _____	GSA Director _____
CAO _____	Risk Management _____

Distribution Instructions: \_\_\_\_\_

### FOR CLERK USE ONLY

Meeting Date _____	Time _____	Item # _____
Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___		
Ayes: _____	Resolution _____	Ordinance _____
Noes _____	Resolution _____	Ordinance _____
Absent: _____	Comments: _____	

Distributed on _____  Completed by _____	A new ATF is required from _____ Department _____ For meeting of _____	I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.  ATTEST: _____ AFPD Board Clerk
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# AGENDA TRANSMITTAL FORM

To: **Amador Fire Protection Board of Directors**

Date: 04-16-24

From: Robert Withrow  
(Department Head - please type)

Phone Ext. x391

- |                                     |                |
|-------------------------------------|----------------|
| <input checked="" type="checkbox"/> | Regular Agenda |
| <input type="checkbox"/>            | Consent Agenda |
| <input type="checkbox"/>            | Blue Slip      |
| <input type="checkbox"/>            | Closed Session |

Meeting Date Requested:

04-16-24

Department Head Signature \_\_\_\_\_

Agenda Title: SCI CONSULTING SERVICES AGREEMENT

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion and possible action related to Levy Administration Services agreement between Amador Fire Protection District and SCI Consulting Group for upcoming levy submittal(s) for the benefit assessment.

Recommendation/Requested Action:

Approve agreement by resolution

Fiscal Impacts (attach budget transfer form if appropriate)

\$17,450 from General Fund - Professional Services

Staffing Impacts

Is a 4/5ths vote required?

Yes

No

Contract Attached:

Yes

No

N/A

Resolution Attached:

Yes

No

N/A

Ordinance Attached

Yes

No

N/A

Comments:

Committee Review?

N/A

Name \_\_\_\_\_

Committee Recommendation:

Request Reviewed by:

Chairman \_\_\_\_\_

Counsel \_\_\_\_\_

Auditor \_\_\_\_\_

GSA Director \_\_\_\_\_

CAO \_\_\_\_\_

Risk Management \_\_\_\_\_

Distribution Instructions:

n/a

## FOR CLERK USE ONLY

Meeting Date \_\_\_\_\_

Time \_\_\_\_\_

Item # \_\_\_\_\_

Board Action: Approved Yes \_\_\_ No \_\_\_

Unanimous Vote: Yes \_\_\_ No \_\_\_

Ayes: \_\_\_\_\_

Resolution \_\_\_\_\_

Ordinance \_\_\_\_\_

Other: \_\_\_\_\_

Noes \_\_\_\_\_

Resolution \_\_\_\_\_

Ordinance \_\_\_\_\_

Absent: \_\_\_\_\_

Comments: \_\_\_\_\_

Distributed on \_\_\_\_\_

A new ATF is required from \_\_\_\_\_

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.

Completed by \_\_\_\_\_

Department \_\_\_\_\_

ATTEST: \_\_\_\_\_

For meeting \_\_\_\_\_

AFPD Board Clerk

of \_\_\_\_\_

BEFORE THE BOARD OF DIRECTORS OF THE  
AMADOR FIRE PROTECTION DISTRICT  
COUNTY OF AMADOR, STATE OF CALIFORNIA

IN THE MATTER OF:

RESOLUTION NO. AFPD 24-02

RESOLUTION APPROVING LEVY ADMINISTRATION  
SERVICES AGREEMENT BETWEEN AMADOR FIRE  
PROTECTION DISTRICT AND SCI CONSULTING GROUP,  
A CALIFORNIA CORPORATION

**BE IT RESOLVED** by the Board of Directors of the Amador Fire Protection District that said Board does hereby approve the agreement by and between the Amador Fire Protection District, "AFPD" and SCI Consulting Group, "SCI" on the terms and conditions contained therein as it relates to all labor, equipment, material and supplies required or necessary to properly and competently perform the "work" and determine the method, details and means of doing the work related to Levy Administration; and

**WHEREAS**, the scope of "work" outlines the engineering services and other responsibilities SCI would perform as the engineer of work and assessment levy administrator for AFPD, including the engineer's report and other documents, confirmation of District parcels, levy calculation, verification and submittal, District information and levy confirmation, responding to public inquiries and appeals and defense and support of the assessment for the fire protection and emergency response services assessment.

**BE IT FURTHER RESOLVED** that the President of said Board be and hereby is authorized to sign and or gives the authorization and approval of Fire Chief to sign and execute said agreement on behalf of the Amador Fire Protection District.

The foregoing resolution was duly passed and adopted by the Board of Directors of the Amador Fire Protection District at a regular meeting thereof, held on the 16<sup>th</sup> of April 2024 by the following vote:

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Chair, Board of Directors

ATTEST:

NICOLE COOK, Clerk of the Amador Fire Protection District,  
Amador County, California

# Levy Administration Services Agreement

THIS AGREEMENT is made on \_\_\_\_\_, 2024, between the **Amador Fire Protection District**, (“District”) and **SCI Consulting Group** (“Consultant” or “SCI”), a California Corporation, who agree as follows:

1. **Scope of Work (“Work”).** Consultant shall perform the work and render the services described in the Scope of Work shown below (the “Work”). The Consultant shall provide all labor, equipment, material and supplies required or necessary to properly and competently perform the Work, and determine the method, details and means of doing the Work.
2. **Payment.**
  - a. In exchange for the Work, District shall pay to the Consultant a fee for completed phases of the Work. The total fee for the Work shall not exceed amounts set forth in the Fee Schedule shown below. There shall be no compensation for extra or additional work or services by the Consultant unless approved in advance in writing by District. The Consultant’s fee shall include all of the Consultant’s costs and expenses related to the Work.
  - b. At the completion of each phase of the Work, the Consultant shall submit to the District an invoice for the Work performed. If the Work is satisfactorily completed and the invoice is accurately computed, the District shall pay the invoice within 30 days of its receipt.
3. **Term.** This Agreement shall take effect on the above date and shall continue in effect until completion of the Work.
4. **Insurance.**
  - a. **Types & Limits.** The Consultant, at its sole cost and expense, shall procure and maintain for the duration of this Agreement the following types and limits of insurance:

Commercial General Liability	\$2,000,000 per occurrence \$4,000,000 aggregate
Automobile Liability	\$2,000,000 per accident
Workers' Compensation	Statutory limits
Professional Liability	\$2,000,000 per claim
Excess Liability (over General Liability & Auto Liability)	\$1,000,000 per occurrence & \$1,000,000 aggregate

- b. **Other Requirements.** The general liability policy(ies) shall be endorsed to name the District, its officers and employees as additional insureds regarding liability arising out of the Work.
- c. **Proof of Insurance.** Upon request, the Consultant shall provide to the District proof of insurance.

5. **Indemnification.** The Consultant shall indemnify, defend, protect, and hold harmless the District, and its officers and employees from and against any and all liability, losses, claims, damages, expenses, demands, and costs (including, but not limited to, attorney, expert witness and consultant fees, and litigation costs) arising out of the Consultant's performance of the Work and caused by willful misconduct of or by the Consultant or its employees, agents and subcontractors.
6. **Entire Agreement.** This writing represents the sole, final, complete, exclusive and integrated expression and statement of the terms of this contract between the parties concerning the Work, and supersedes all prior oral and/or written negotiations, representations or contracts. This Agreement may be amended only by a subsequent written contract approved and executed by both parties.
7. **Independent Contractor.** The Consultant's relationship to the District is that of an independent contractor.
8. **Successors and Assignment.** This Agreement shall bind and inure to the benefit of the heirs, successors and assigns of the parties; however, the Consultant shall not subcontract, assign or transfer this Agreement or any part of it without the prior written consent of the District.
9. **No Waiver of Rights.** Any waiver at any time by either party of its rights as to a breach or default of this Agreement shall not be deemed to be a waiver as to any other breach or default.
10. **Severability.** If any part of this Agreement is held to be void, invalid or unenforceable, then the remaining parts will nevertheless continue in full force and effect.
11. **Governing Law and Venue.** This Agreement will be governed by and construed in accordance with the laws of the State of California.
12. **Default.** In the event that the Consultant defaults in the obligations of the Consultant under this Agreement, or the Consultant defaults in the performance of the terms and conditions of this Agreement, the District may, at its option, declare this Agreement to be in default and, at any time thereafter, may do any one or more of the following: a) enforce performance of the Agreement by the Consultant; or b) terminate this Agreement. In the event that this Agreement is terminated, payment shall still be due for all Work performed by the Consultant through the date of the termination.
13. **Cancellation.** The District or the Consultant may cancel this Agreement without cause. The party desiring to cancel this Agreement shall notify the other party in writing. In the event that this Agreement is cancelled, payment shall still be due for all Work performed by the Consultant through the date of the notification of cancellation.
14. **Attorney's Fees.** In the event any legal action is brought to enforce or construe this Agreement, the prevailing party shall be entitled to an award of reasonable attorney's fees, expert witness and consulting fees, and litigation costs.

15. **Notice.** Any notice, invoice or other communication that is required or permitted to be given under this Agreement shall be in writing and either served personally or sent by prepaid, first class U.S. mail or by commercial delivery service, addressed as follows:

**Public Agency:**

Amador Fire Protection District  
810 Court Street  
Jackson, CA 95642

**Consultant:**

SCI Consulting Group  
4745 Mangels Boulevard  
Fairfield, CA 94534

Any party may change its address by notifying the other party of the change in the manner provided below:

_____	_____
_____	_____
_____	_____
_____	_____



## Scope of Work

This section outlines the engineering services and other responsibilities SCI would perform as the Engineer of Work and Assessment Levy Administrator for Amador Fire Protection District.

### DEFINITIONS

District:	Amador Fire Protection District, staff and Board of Commissioners.
Assessment:	2023 Fire Protection and Emergency Response Services Assessment
SCI or Consultant:	SCI Consulting Group, and any and all employees and subcontractors.
Administration:	Services related to the determination, levy and collection of assessment revenues.

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### Engineer's Report and Other Documents

1. Obtain upcoming fiscal year estimated cost information from the District to use as a basis for the budget in the Engineer's Report.
2. Calculate and prepare the preliminary assessment roll for inclusion in the Engineer's Report.
3. Prepare the Engineer's Report, including any necessary upgrades due to any recent court rulings or other requirements.
4. File the final Engineer's Report with the District.
5. Prepare any needed resolutions and staff reports for the Assessment.
6. Prepare and assist with the publication of any notices for the continuation of the Assessment.
7. Attend the District Board meeting at which the public hearing is held, and the Engineer's Report is approved.

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### Confirmation of District Parcels, Levy Calculation, Verification and Submittal

1. Create a database including every parcel in the boundaries of the Assessment District, including the parcel attributes necessary for calculating the Assessments, and update it with new information for the upcoming year.
2. Identify new or changed parcels that may require an updated or new assessment calculation and recalculate the final assessment on a parcel-by-parcel basis.
3. Prepare the final Assessment Roll for the Assessment District and submit it to the County for inclusion on the upcoming fiscal year tax bills.

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**District Information and Levy Confirmation**

1. Verify and validate Auditor's levy data prior to the printing of tax bills.

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**Responding To Public Inquiries And Appeals**

1. Provide the County Auditor/Tax Collector with our toll-free phone number so property owners can directly contact SCI Consulting Group throughout the fiscal year regarding any questions that arise.
2. Throughout the fiscal year, research and, if necessary, revise any Assessments which we find to be based upon incorrect information being used to apply the method of assessment. (It should be noted that, due to our comprehensive levy validation procedures, actual revisions are expected to be very minimal, if any.)

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**Defense and Support of the Assessments for the 2023 Fire Protection and Emergency Response Services Assessment**

1. Provide a full response, support of the assessments and basis for the 2023 Fire Protection and Emergency Response Services Assessment ("assessments") to any person who questions the assessments or the legal basis for the assessments.
2. In the event of any legal challenge or petition against the assessments, provide professional, assessment engineering and technical support in support of the assessments. If such services are required, they would be provided in close collaboration with the District and District legal counsel.

## Fee Schedule

SCI shall be compensated for the performance of the Scope of Work as follows:

	<b><i>FY 23-24</i></b>	<b><i>FY 24-25</i></b>	<b><i>FY 25-26</i></b>	<b><i>FY 26-27</i></b>	<b><i>FY 27-28</i></b>
Annual Levy Administration	\$ 16,450	\$ 16,940	\$ 17,450	\$ 17,450	\$ 17,450
<i>Annual Due on August 15 of FY</i>	12,337	12,705	13,087	13,087	13,087
<i>Remainder due on January 31 of FY</i>	4,113	4,235	4,363	4,363	4,363
Incidental Costs	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
<b>Total Contract Authorization</b>	<b>\$ 17,450</b>	<b>\$ 17,940</b>	<b>\$ 18,450</b>	<b>\$ 18,450</b>	<b>\$ 18,450</b>

1. The Scope of Work includes one meeting with the District. Any additional meetings shall be billed at the rate of \$550 per person per meeting.
2. In the event that the District elects to request optional, additive scope of work, SCI will work with the District to negotiate compensation for these additional tasks and execute an Addendum to the agreement for these additional services.
3. Incidental costs incurred by SCI for the purchase of property data, maps, travel and other out-of-pocket expenses incurred in performing the Scope of Work shall be reimbursed at actual cost by the District with total cost not to exceed \$500 per year, without prior authorization from the District.

Note: All costs associated with this proposal can be financed or refunded by assessment proceeds.

The Fee Schedule shown above is valid as long as this agreement is executed within 90 days from the date this agreement was submitted to the District.

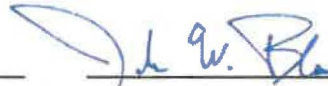
# Signature Page

By signing below, we agree to the terms of this Levy Administration Services Agreement.

**Accepted:**

**Accepted:**

\_\_\_\_\_  
Amador Fire Protection District  
810 Court Street  
Jackson, CA 95642



\_\_\_\_\_  
John W. Bliss  
President  
SCI Consulting Group

\_\_\_\_\_  
Date

\_\_\_\_\_  
March 18, 2024  
Date

# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04-16-24

From: Robert Withrow  
(Department Head - please type)

Phone Ext. 391

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>04-16-24</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: DISTRICT MONTHLY REPORTS

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Discussion relative to subject matter:

- A) Call/Incident
- B) Training
- C) Vehicle Maintenance

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts None

None

Is a 4/5ths vote required? Yes  No

Contract Attached: Yes  No  N/A   
 Resolution Attached: Yes  No  N/A   
 Ordinance Attached: Yes  No  N/A

Committee Review? N/A

Name \_\_\_\_\_

Committee Recommendation: \_\_\_\_\_

Comments: \_\_\_\_\_

Request Reviewed by:

Chairman \_\_\_\_\_ Counsel \_\_\_\_\_

Auditor \_\_\_\_\_ GSA Director \_\_\_\_\_

CAO \_\_\_\_\_ Risk Management \_\_\_\_\_

Distribution Instructions:

### FOR CLERK USE ONLY

Meeting Date \_\_\_\_\_ Time \_\_\_\_\_ Item # \_\_\_\_\_

Board Action: Approved Yes \_\_\_ No \_\_\_ Unanimous Vote: Yes \_\_\_ No \_\_\_

Ayes: \_\_\_\_\_ Resolution \_\_\_\_\_ Ordinance \_\_\_\_\_ Other: \_\_\_\_\_

Noes \_\_\_\_\_ Resolution \_\_\_\_\_ Ordinance \_\_\_\_\_

Absent: \_\_\_\_\_ Comments: \_\_\_\_\_

Distributed on \_\_\_\_\_  
Completed by \_\_\_\_\_  
A new ATF is required from \_\_\_\_\_  
Department \_\_\_\_\_  
For meeting \_\_\_\_\_  
of \_\_\_\_\_

I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.  
ATTEST: \_\_\_\_\_  
AFPD Board Clerk



## Amador Fire Protection District Monthly Training Schedule-March 2024



### Daily Schedule

Date	Topic	Skill Sheet/Reference/Instructor	Code
03/01/2024	Water Supply-Driveway Lays	IFSTA Driver Operator	LDD
03/02/2024	CSRT Atmospheric Monitoring	District Confined Space Permit	DBD
03/03/2024	Water Supply-Driveway Lays	IFSTA Driver Operator	LDD
03/04/2024	LARRO Raising and Lowering Systems	SFT LARRO Curriculum	DBD
03/05/2024	LARRO Patient Packaging	SFT LARRO Curriculum	DBD
03/06/2024	LARRO Raising and Lowering Systems	SFT LARRO Curriculum	DBD
03/07/2024	LARRO Patient Packaging	SFT LARRO Curriculum	DBD
03/08/2024	LARRO Raising and Lowering Systems	SFT LARRO Curriculum	DBD
03/09/2024	LARRO Patient Packaging	SFT LARRO Curriculum	DBD
03/10/2024	Standpipe Operations (JRCH)	IFSTA Driver/Operator	NCD
03/11/2024	EMS Helispot Coordination	District Helispot List/Map	LNA
03/12/2024	Standpipe Operations (JRCH)	IFSTA Driver/Operator	NCD
03/13/2024	EMS Helispot Coordination	District Helispot List/Map	LNA
03/14/2024	Standpipe Operations (JRCH)	IFSTA Driver/Operator	NCD
03/15/2024	EMS Helispot Coordination	District Helispot List/Map	LNA
03/16/2024	Fiddletown Water System Familiarization	Amador Fire Command Staff	JKA
03/17/2024	Firefighter Emergencies-MAYDAY	Amador Fire RIC Policy	DGD
03/18/2024	Terra De Oro Winery/Suppression System	Amador Fire Prevention Bureau	NCA
03/19/2024	Firefighter Emergencies-MAYDAY	Amador Fire RIC Policy	DGD
03/20/2024	Terra De Oro Winery/Suppression System	Amador Fire Prevention Bureau	NCA
03/21/2024	Firefighter Emergencies-MAYDAY	Amador Fire RIC Policy	DGD
03/22/2024	Terra De Oro Winery/Suppression System	Amador Fire Prevention Bureau	NCA
03/23/2024	Firefighter Emergencies-BUC vs. RIC	Amador Fire RIC Policy	DGD
03/24/2024	Fiddletown Water System Familiarization	Amador Fire Command Staff	JKA
03/25/2024	Firefighter Emergencies-BUC vs. RIC	Amador Fire RIC Policy	DGD
03/26/2024	Fiddletown Water System Familiarization	Amador Fire Command Staff	JKA
03/27/2024	Firefighter Emergencies-BUC vs. RIC	Amador Fire RIC Policy	DGD
03/28/2024	CSRT Rigging	Amador Fire Evolution #3	DBD
03/29/2024	CSRT Communications	Amador Fire Evolution #21	DBD
03/30/2024	CSRT Rigging	Amador Fire Evolution #3	DBD
03/31/2024	CSRT Communications	Amador Fire Evolution #21	DBD

### Monthly Target Solutions Assignments

First Responder Operations Level Refresher (MOD #1)	EMS Patient Abuse and Assault
First Responder Operations Level Refresher (MOD #2)	NFPA 1001 Fire Detection, Alarm and Suppression Systems

Notes: D/O 1A 3/2,3,9,10/24    Swiftwater Tech 3/4-7/24    Recruit Academy Starts 3/25/24

<u>Month</u>	<u>Emergency Reporting (live)</u>	<u>Target Solutions (online)</u>	<u>Total Hours</u>	<u>CAL JAC Hours</u>
July	614:30:00	165:15:00	779:45:00	286:00:00
August	817:40:00	142	959:40:00	264:30:00
September	555:35:00	144	699:35:00	172:00:00
October	632:15:00	130:30:00	762:45:00	210:30:00
November	594:20:00	108:30:00	702:50:00	167:45:00
December	536:55:00	168:30:00	705:25:00	177:00:00
January	947:30:00	170:00:00	1117:30:00	220:30:00
February	443:05:00	180:00:00	623:05:00	135:00:00
March	1447:40:00	274:15:00	1721:55:00	430:30:00
April				
May				
June				
<b>Total YTD</b>			<b>8072:30:00</b>	<b>2063:45:00</b>

**AMADOR FIRE PROTECTION DISTRICT  
MONTHLY INCIDENT REPORT  
March 2024**

INCIDENT TYPE	2024	2023	2022
<b>STATION 111 - 26517 Meadow Dr, Pioneer</b>			
111 - Building fire	1	1	0
311 - Medical assist, assist EMS crew	0	0	1
320 - Emergency medical service, other	0	1	0
321 - EMS call, excluding vehicle accident with injury	48	55	34
322 - Motor vehicle accident with injuries	4	1	2
324 - Motor vehicle accident with no injuries.	1	3	1
400 - Hazardous condition, other	0	2	1
412 - Gas leak (natural gas or LPG)	1	0	0
424 - Carbon monoxide incident	0	2	1
444 - Power line down	0	1	0
461 - Building or structure weakened or collapsed	0	2	0
510 - Person in distress, other	0	1	0
511 - Lock-out	1	1	0
520 - Water problem, other	1	0	0
550 - Public service assistance, other	0	1	0
551 - Assist police or other governmental agency	1	0	0
553 - Public service	0	1	0
554 - Assist invalid	7	22	5
600 - Good intent call, other	1	0	0
611 - Dispatched & cancelled en route	2	3	5
622 - No incident found on arrival at dispatch address	0	1	1
700 - False alarm or false call, other	0	0	1
744 - Detector activation, no fire - unintentional	1	0	0
745 - Alarm system activation, no fire - unintentional	1	0	0
<b>Total</b>	<b>70</b>	<b>98</b>	<b>52</b>



**AMADOR FIRE PROTECTION DISTRICT  
MONTHLY INCIDENT REPORT  
March 2024**

INCIDENT TYPE	2024	2023	2022
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**STATION 114 - 19840 Highway 88, Pine Grove**

100 - Fire, other	0	0	1
116 - Fuel burner/boiler malfunction, fire confined	0	0	1
118 - Trash or rubbish fire, contained	0	1	0
150 - Outside rubbish fire, other	0	0	1
311 - Medical assist, assist EMS crew	2	0	0
321 - EMS call, excluding vehicle accident with injury	52	45	54
322 - Motor vehicle accident with injuries	1	0	1
324 - Motor vehicle accident with no injuries.	3	0	3
412 - Gas leak (natural gas or LPG)	1	3	1
444 - Power line down	0	1	0
550 - Public service assistance, other	1	1	0
553 - Public service	0	3	0
554 - Assist invalid	3	10	13
555 - Defective elevator, no occupants	1	0	0
611 - Dispatched & cancelled en route	2	4	1
622 - No incident found on arrival at dispatch address	0	1	2
631 - Authorized controlled burning	0	0	2
<b>Total</b>	<b>66</b>	<b>69</b>	<b>80</b>

**AMADOR FIRE PROTECTION DISTRICT  
MONTHLY INCIDENT REPORT  
March 2024**

INCIDENT TYPE	2024	2023	2022
<b>STATION 116 - 15601 Dusty Ln, Jackson</b>			
111 - Building fire	1	2	1
132 - Road freight or transport vehicle fire	0	1	0
141 - Forest, woods or wildland fire	1	0	0
143 - Grass fire	0	0	1
321 - EMS call, excluding vehicle accident with injury	35	37	24
322 - Motor vehicle accident with injuries	1	0	1
324 - Motor vehicle accident with no injuries.	1	0	1
444 - Power line down	0	4	0
550 - Public service assistance, other.	0	1	2
553 - Public service	1	2	0
554 - Assist invalid	7	7	3
611 - Dispatched & cancelled en route	14	11	19
622 - No incident found on arrival at dispatch address	0	0	2
631 - Authorized controlled burning	0	0	4
700 - False alarm or false call, other	3	1	1
733 - Smoke detector activation due to malfunction	1	0	0
745 - Alarm system activation, no fire - unintentional	1	1	0
<b>Total</b>	<b>66</b>	<b>67</b>	<b>59</b>

**AMADOR FIRE PROTECTION DISTRICT  
MONTHLY INCIDENT REPORT  
March 2024**

INCIDENT TYPE	2024	2023	2022
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**STATION 122 - 18534 Sherwood St, Plymouth**

111 - Building fire	0	2	1
131 - Passenger vehicle fire	0	1	1
142 - Brush or brush-and-grass mixture fire	1	0	1
162 - Outside equipment fire	0	0	1
320 - Emergency medical service, other	1	0	0
321 - EMS call, excluding vehicle accident with injury	21	16	29
322 - Motor vehicle accident with injuries	3	1	3
324 - Motor vehicle accident with no injuries.	0	2	2
412 - Gas leak (natural gas or LPG)	0	0	1
444 - Power line down	0	2	0
531 - Smoke or odor removal	0	0	1
540 - Animal problem, other	0	0	1
553 - Public service	0	1	0
554 - Assist invalid	3	2	1
611 - Dispatched & cancelled en route	4	7	2
622 - No incident found on arrival at dispatch address	1	0	0
710 - Malicious, mischievous false call, other	1	0	0
<b>Total</b>	<u>35</u>	<u>34</u>	<u>44</u>

<b>GRAND TOTAL</b>	<u><u>237</u></u>	<u><u>268</u></u>	<u><u>235</u></u>
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Vehicle Description	VIN License Number	IMPLEMENTED July 1, 2017/18 Beginning of Fiscal Year Mileage	23/24 FY Odometer Reading	Repair Hours / Comments (out of service, Misc., etc. if applicable)	Dates	Maintenance Performed (description)	MARCH Total Cost this Month	Total Cost of Vehicle starting July 2016 (Implementation of report)
<b>C-5100</b> 2015 Ford F150 4x4 (Fire Chief)	1FTEX1EP3FKE51353 (E) 1503445	45,757	49,962		10/24/23 10/24/23 11/27/23 1/10/24 1/23/24  2/6/24 2/6/24	Jackson Express - Oil Change and basic auto check (\$150.47) Highway Products (Cal Card) - Truck build up for portable incident command 1of2 payment (\$3,600) North State Autobody - Tailgate repair (paint, incl. labor) (\$380.82) Jackson Tire - Ride rite air bags & install (\$823.88) Highway Products - custom build up for portable incident command 2of2 payment (\$4,230.29) Napa - Battery (\$197.87) Napa - Wire conduit, 60 ft. electric (\$22.03)	\$0.00	\$9,405.36
<b>C-5102</b> 2016 Ford F250 4x4 (Battalion Chief)	1FT7X2B60GEA66410 (E) 1485648	19,611	143,153		7/9/23 9/6/23 9/27/23 1/4/24	ABC Auto Glass dba Glass Doctor - Repair crack (\$100) Riebes/Napa Parts - wiper blade (\$61.40) Sterling Auto - A service (\$138.06) Napa - windshield blade (\$61.40)	\$0.00	\$17,896.73
<b>C-5103</b> 2011 Ford F250 4x4 (Battalion Chief)	1FT7X2B62BEA30761 (E) 1306800	92,337	169,805		8/28/23 2/20/24  3/25/24	Jackson Tire - 4 new tires (\$1,069.63) Lynch's Automotive - Minor service to include labor (\$455) & parts (\$101.18) \$564.02 US Bank - Interior door handle driver left side (\$37.60)	\$37.60	\$25,009.43
<b>C-5104</b> 2009 Ford F250 4x4 (Battalion Chief)	1FTSX21569EA15399 (E) 1294991	65,530			7/24/23 7/26/23 2/6/24 2/6/24 3/5/24	Sterling Auto - Steering gear, alignment, parts & labor (\$1,041.32) Jackson Tire - 4 new tires (\$1,149.99) Napa - Oil filter, oil, stabilizer, etc. (\$132.22) Napa - sway bar, misc. (\$103.42) Napa Auto Parts - Battery (\$197.87)	\$197.87	\$30,990.87
<b>C-5106</b> 2015 Ford Explorer AWD (PIO)	1FM5K8AR7FGB25939 (E) 1460509	19,530	94,670		11/16/23	Sterling Auto - Minor Service (\$98.24)	\$0.00	\$5,894.83
<b>C-5108</b> 2010 Ford Expedition XLT 4x4 (Prevention)	1FMJU1G59AEA43199 (E) 1305976	162,270	-	OOS	8/10/23 10/24/23 11/9/23  11/27/23 1/4/24	Glass Doctor - repair crack in windshield (\$643.52) O'Reilly - light / capsule headlight (\$68.52) Sterling Auto - Minor service and diagnose suspension noise (\$124.03) Cal Card - O'Reilly - Air filter, wiper blades (\$63.01) Napa - alternator, misc. (\$228.63)	\$0.00	\$33,490.56
<b>C-5107</b> 2012 Ford Expedition 4x4 (Prevention)	1FMJU1G5XCEF67187 (E) 1401123	67,531	112,750		8/9/23 11/7/23 11/14/23 12/4/23	Sterling Auto - air conditioning service (\$225.96) Sterling Auto - Minor service (\$96.09) Jackson Tire - 4 new Cooper tires (\$1,117.04) US Bank - Mirror power heated puddle lighted RH R Pass. (\$129.25)	\$0.00	\$10,421.13

<b>E-5111</b> 2015 Rosenbauer (111 First Out)	54F2CB417FWM11449 {E}1488122	19,474	-	OOS - Riverview International	11/04/23 3/25/24	Jackson Tire - 2 new FY front tires (\$1,306.48) Riverview - Maj. Svc, incl: multiple coolant leaks, radiator rpr, coolant reservoir bracket cracking rpr, refridgerant leak rpr, rplc damged pump gauges, rplc missing discharge cap chains, annual chassis svc, transercase seal leaks, transmission svc, rear axle touque arm bushings, suspension, power steering leaks, emmisions def system codes, multiple discharge valves leaking, front axle hub bearing and seal svc'g air conditioner, pump test, etc. (Parts \$23,129.40 Labor \$31211.25 - Total <b>\$54,340.65</b> )	\$54,340.65	\$123,915.62
<b>SQ-5115</b> 2003 Ford F350 4X4	1FDWF37P23ED60337 {E}1159107	42,236	45,481		11/20/23	Dale Diesel Performance - Minor Service, transmission fluid, rplcd various belts, filters, radiator hose and clams, coolant flush, etc. (\$2,046.01)	\$0.00	\$14,961.48
<b>WT-5116</b> 2015 Kenworth	2NKHHJ8X9FM437394 {E}1410351	2,230	-	LFPD	7/25/23 1/4/24	US Bank - Darley Misc. Parts to Door Compartment (\$99.08) Lynch's Auto - Minor service incl. main pump bracket bolts missing and pump insecured and resecured compartment doors (\$1,262.72)	\$0.00	\$9,074.06
<b>OES - 4309</b> 2020 ITL/BME MODEL34	3HAEETAR7ML185478	-	24,109		9/6/23 1/29/24 2/6/24 2/6/24	Napa / Riebes - lightbulbs (\$59.25) Jackson Tire - 6 new tires (\$3905.74) Napa - LED headlight (\$38.77) Napa - Thermal headlight, misc. (\$38.76)	\$0.00	\$4,042.52
<b>E-5123</b> 2001 International Westmark	1HTSEADR71H370327 {1034294}	99,018	107,323		7/25/23 8/7/23	Riverview Int'l Trk - Gasket, missc. parts (\$298.65) Napa Auto Parts - hose and fittings (\$32.41)	\$0.00	\$49,515.59
<b>SQ-5125</b> 2008 Ford F350	1FDWX37RX8EC15309 {E}1281212	99,175	113,915		12/4/23 12/27/23 12/27/23 1/4/24	Dale Diesel Performance - Major Service (\$2,487.13) US Bank - front wheel covers (\$187.52) US Bank - Super duty seat covers, misc. (\$141.73) Napa - LED marker (\$15.93)	\$0.00	\$12,125.18
<b>WT-5126</b> 2007 Kenworth	2NKMHZ8X67M199258 {E} 1212617	16,891	21,885		7/10/23 1/2/24 2/6/24	Riebes - 2 batteries (incl. core depoist, env. fee, etc.) (\$271.91) Lynch's Auto - minor service (\$1725.84) Napa - Guage, misc. parts (\$70.19)	\$0.00	\$27,635.26
<b>E-5141</b> 2018 Rosenbauer (114 First Out)	54F2CA414JWM12044 {E}1369499	0	55,307		9/19/23 10/19/23  1/4/24 2/20/24 2/27/24 3/5/24	Jackson Tire - 4 new rear tires (toyo) (\$3,113.19) Riverview Int'l - annual service, rebuild driveshafts, transfer case seal leak repaired, coolant leaks on motor repaired, pressure seal, drive gear, pump test, remove wheel opening trim, etc. <i>Labor \$18,3600 Parts \$6475.17</i> (\$26,054.60) Riebes - oil and final charge (\$75.39) Burtons Fire - slide out step (\$410.27) Burton's Fire - corner casting (\$183.91) <b>Napa Auto Parts - Lamp Grommet Kit, lamp, connector, misc. parts (\$200.34)</b>	\$200.34	\$81,050.00

23-24 Vehicle Maintenance

Mar

<b>E-5146</b> 1996 International	1HTSDADR7TH397632 {E} 035872	38,174	50,598		10/19/23	Charles Christenson Upholstery - Beach seat complete with foam repair (\$1200)	\$0.00	\$24,052.86
<b>E-5214</b> 2008 Ford F550	1FDAX57R59EB35812 {E}1281210	28,278	33,581				-	\$9,969.44
<b>WT-5216</b> 2015 Kenworth	2NKHHJ8X7FM437393 {E}1410352	3,030	11,141				-	\$6,447.85
<b>E-5221</b> 2003 HME	44KFT42842WZ20025 {E} 1159078	97,576	149,622		10/2/23 10/13/23  10/24/23 10/24/23 12/27/23 12/27/23 12/27/23  1/4/24 1/8/24  1/23/24 2/6/24 2/20/24	Jackson Tire - 2 new front tires (\$1,568.81) Riverview Int'l - Chassis batteries, repair leak in tank on chassis, leaking schraeder valve, repair AC compressor leak, misc. annual chassis service, engine service Labor - \$17,525 Parts \$7485.20 (\$26,005.77) TAC (Cal Card) - various LED bulbs, backup lamp and upgrade (\$163.63) Amazon (Cal Card) - Rplc existing halgen lights with LED, add scene lights (\$340.15) US Bank - LED strip underbody light wires for motor, misc. (\$18.25) US Bank Select Tech - LED & halogen red lens (\$84.41) US Bank Akron Brass - valve kit for front bumper line & spare kit (\$305.78) Napa - Misc. parts (\$30.15) Any & All - Welding of aluminum front bumper filler and bracket (\$782.35) US Bank - Engine box light LED upgrade replacement (\$191.84) Napa - Coupling, misc. (\$25.94) Amador Steel - 10 7/8 x 29 1/4 sheet custom (\$48.70)	\$0.00	\$95,594.00
<b>E-5222</b> 2003 HME	44KFT42822WZ20024 {E}1159077	82,595	213,920		7/10/23 12/05/23	Burton's Fire - Power socket (\$38.80) Riverview Int'l Trk - major service, water tank repair, rplc air conditioner, rpr cab lift cylinders leaking, repair engine leaks, repair cab seats, remove * rplc. tailboard cover, pump test, primer valve repair, repair pump info center. (\$57,661.33)	\$0.00	\$139,890.43
<b>E-5223</b> 1998 International	1HTSDADR6WH551543 {E} 993299	38,623	488,839				-	\$53,252.61
<b>E-5228</b> 2000 HME (122 First Out)	44KFT4287YWZ19055 {E} 959496	49,507	47,680		7/10/23 8/7/23 9/6/23 9/6/23 3/5/24	Riebes - Oil and antifreeze (\$63.53) Napa Auto Parts - Misc. parts (\$191.55) Jackson Tire - 2 new front tires (Goodyear) (\$1,973.71) Jackson Tire - 4 new rear tires (Goodyear) (\$2,603.83) Napa Auto Parts - 4 Batteries & oil (\$897.17)	\$897.17	\$61,805.77
<b>WT-5236</b> 2007 Kenworth	2NKMHZ8X87M199259 {E} 1212616	9,833	12,673		10/24/23	Raney's Truck Parts (Cal Card) - 2-HVAC knob Kit (\$30.75)	\$0.00	\$12,617.89

23-24 Vehicle Maintenance

Mar

<b>U-5310</b> 2008 F250 Ford	1FTSW21R98EC31882 (E) 8V25580	30,500	42,428		9/11/23 1/23/24	Jackson Tire - 4 new tires (Cooper) (\$1,069.63) US Bank - Tailgate cover molding top protector cap (\$36.19)	\$0.00	\$3,667.32
<b>E-5361</b> 2016 Rosenbauer (116 First Out)	54F2CA512GWM11580 (E) 1425867	8,502	62,697		7/31/23 8/31/23 9/6/23 9/26/23 9/30/23 10/31/23 11/30/23 12/31/23 1/2/24 1/4/24 1/31/24 2/29/24 2/29/24 3/4/24 3/5/24 3/25/24 3/31/24	JRCH Reimbursement - Jun (-\$766.27) JRCH Reimbursement - Jul (\$0.00) Napa / Riebes - Misc. parts (\$36.33) Burton's Fire - Gauge for pump/parts only (\$596.89) JRCH Reimbursement - Aug (-\$633.22) JRCH Reimbursement - Sept (\$0.00) JRCH Reimbursement - Oct (\$0.00) JRCH Reimbursement - Nov (\$0.00) Burtons Fire - drain valve (\$518.41) Napa Parts - Oil, misc. adapters, etc. (\$66.64) JRCH Reimbursement - Dec (\$0.00) Jackson Tires - 4 new tires (\$2,645.85) JRCH Reimbursement - Jan (-\$585.05) Hi-Tech EVS - siren/signals (\$597.40) Napa Auto Parts - Air filter, switch, misc. parts (\$193.11) HI-Tech EVS - front grill assembly, pad brake (\$562.46) JRCH Reimbursement - Feb (-\$2645.85)	-\$1,292.88	\$19,081.26
<b>E-5364</b> 2008 Ford F550 4x4	1FDAW57R38EC53893 (E) 1356272	32,581	46,127		7/1/23  7/17/23 7/20/23 7/26/23 7/31/23 8/31/23 9/30/23 10/31/23 11/30/23 12/31/23 1/31/24 2/29/24 3/31/24	Lynch's Auto - Repair power wire that was grounded out and melted at rear engine and install protection from happening again (\$631.93) Burton's Fire - Vernier throttle and gauge (\$222.01) Jackson Tire - 6 new tires (\$2,535.91) Burton's Fire - Gauge (\$89.95) JRCH Reimbursement - Jun (\$0.00) JRCH Reimbursement - Jul (-\$3479.80) JRCH Reimbursement - Aug (\$0.00) JRCH Reimbursement - Sept (\$0.00) JRCH Reimbursement - Oct (\$0.00) JRCH Reimbursement - Nov (\$0.00) JRCH Reimbursement - Dec (\$0.00) JRCH Reimbursement - Jan (\$0.00) JRCH Reimbursement - Feb (\$0.00)	\$0.00	\$13,568.13

<p><b>E-5368</b> 2007 E-ONE</p>	<p>4ENGAAA8371002458 {E} 1356273</p>	<p>62,266</p>	<p>127,191</p>		<p>7/31/23 8/7/23 8/29/23  8/31/23 9/30/23 10/31/23 11/30/23 12/31/23 1/23/24 1/31/24 2/29/24 3/31/24</p>	<p>JRCH Reimbursement - Jun (\$0.00) Riebes - Air filter (\$323.24) Lynch's Auto - Rplcd injectors and harnesses, fuel supply tubes in cylinder head, adj. valves. (\$7,554.57) JRCH Reimbursement - Jul (\$0.00) JRCH Reimbursement - Aug (\$0.00) JRCH Reimbursement - Sep (\$0.00) JRCH Reimbursement - Oct (\$0.00) JRCH Reimbursement - Nov (\$0.00) US Bank - Round LED Trailer Tail lights red LED (\$79.74) JRCH Reimbursement - Dec (\$0.00) JRCH Reimbursement - Jan (\$-79.74) JRCH Reimbursement - Feb (\$0.00)</p>	<p>\$0.00</p>	<p>\$46,347.53</p>
<p><b>\$54,380.75</b>    <b>\$941,723.71</b></p>								



# AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04-16-24

From: Robert Withrow Phone Ext. x391  
 (Department Head - please type)

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
<u>04-16-24</u>	

Department Head Signature \_\_\_\_\_

Agenda Title: MINUTES

Summary: (Provide detailed summary of the purpose of this item; attach additional page if necessary)

Review and approval of the Board of Directors regular meeting minutes of March 19, 2024.

Recommendation/Requested Action:  
Approve minutes as presented or revised

Fiscal Impacts (attach budget transfer form if appropriate) n/a

Staffing Impacts n/a

Is a 4/5ths vote required? Yes  No

Contract Attached: Yes  No  N/A

Resolution Attached: Yes  No  N/A

Ordinance Attached: Yes  No  N/A

Committee Review? N/A

Name \_\_\_\_\_

Committee Recommendation: \_\_\_\_\_

Comments: \_\_\_\_\_

Request Reviewed by:

Chairman \_\_\_\_\_ Counsel \_\_\_\_\_

Auditor \_\_\_\_\_ GSA Director \_\_\_\_\_

CAO \_\_\_\_\_ Risk Management \_\_\_\_\_

Distribution Instructions:  
n/a

### FOR CLERK USE ONLY

Meeting Date _____	Time _____	Item # _____
Board Action: Approved Yes ___ No ___ Unanimous Vote: Yes ___ No ___		
Ayes: _____	Resolution _____	Ordinance _____
Noes _____	Resolution _____	Ordinance _____
Absent: _____	Comments: _____	

Distributed on _____  Completed by _____	A new ATF is required from _____  Department _____ For meeting _____ of _____	I hereby certify this is a true and correct copy of action(s) taken and entered into the official records of the Amador Fire Protection District.  ATTEST: _____ AFPD Board Clerk
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**AMADOR FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California  
Tuesday, March 19, 2024  
10:30 AM

The Board of Directors of the Amador Fire Protection District met in the County Administration Center, 810 Court Street, Jackson, California, on the above date pursuant to adjournment, and the following proceedings were had, to wit:

**Present:**

Brian Oneto, Chair  
Pat Crew, Vice Director  
Frank Axe, Director  
Richard Forster, Director  
Jeff Brown, Director

**Absent:**

**Staff:**

Robert Withrow, Fire Chief  
Nicole Cook, Board Clerk

**AGENDA**

**MOTION:** It was moved by Director Crew and seconded by Director Forster and carried unanimously to approve the agenda as presented.

**PUBLIC MATTERS NOT ON THE AGENDA:** None

**ADMINISTRATIVE MATTERS:**

**Fire Chief Update:** The following discussion ensued relative to subject matter, no action was taken.

**Operations:** Employee acknowledgments of Eng. Famularo and Firefighter (FF) Merlin for going above and beyond on a medical aid recently.

Volunteer FF Hill and Apprentice FF Darrow have been nominated for the Mason First Responder Award. FF Hill is active in community events and FF Darrow volunteers out of station 121 on Demartini Road over and above his apprenticeship. There are 8 new active volunteers, 24 total volunteers. Former volunteer FF Seth Harlan was hired as a full time paid FF behind vacancy.

The Jr. Firefighter Program orientation night is April 4th. Special acknowledgment was given to FF Hansen who is the Coordinator, she started out as a Jr. FF in her early career.

The Captains Meeting have been moved monthly to quarterly. The first quarter meeting agenda includes 1). Leadership Primer 2). Division of Labor 3.) Collective Vision Moving Forward "Mission Driven Culture" and 4). Live Fire Training analysis report courtesy of Rick Clark.

EMS program – Medical Director, Dr. Sloane, Battalion Chief (BC) Ebling working together on “CQI”, Continuous Quality Improvement. This committee will evaluate past medical incidents and show where improvements can be made, etc. Special acknowledgement to BC Ebling and Cpt. Jukes for the training of administering epinephrine (training of asthma and allergenic reactions).

**Fire Prevention:** The Fire Chief acknowledged Ashley Anaya for her dedication to training all while working full time and being a mother. A. Anaya presented the report. Discussion ensued relative to subject matter. No action was taken.

**Public Information Officer:** K. Dale, PIO presented report. Discussion ensued relative to subject matter. No action was taken. AFPD’s participation in the community included the following:

- Mock evacuation table top exercise drill for Surrey Junction on 3/23/24 and other community mock evacuation drills are being planned. Amador Fire is partnering with the Sheriffs Office.
- Fill the Boot event planned for 4/6/24, all donations will go to the Burn Institute.
- Fire season town hall meetings are being scheduled. They include Vintners Association, Senior Center, Master Gardner and Chamber of Commerce.

The Board was updated on an Amador Fire Protection District 2023 year in review displayed by a YouTube video. K. Dale reported that the year included significant training and work to better not just the communities but the life and safety of the community members living in Amador. A handful of the success showcased in the video is a reflection of Chief Withrow’s leadership. The link is below:

<https://www.youtube.com/watch?v=dpJY18yJrY>

**Volunteer Program:** Refer to “Operations”.

Cindy Grandbois, a member of the public addressed the Board by saying she appreciated the increase of communication and education with the public.

**Fire Marshal Services Agreement:** Fire Chief presented. Discussion ensued relative to subject matter.

Cindy Grandbois, a member of the public addressed the Board. When the agreement was initiated there was a commitment to train, was there any training? The Fire Chief confirmed that the former Fire Marshal Patrick Chew provided and offered training to City of Jackson staff.

**MOTION:** It was moved by Director Axe and seconded by Director Brown, and carried unanimously, 5-0-0 to approve the cancellation of providing Fire Marshal Services agreement for the City of Jackson and authorizing the Fire Chiefs signature on letter.

**District Monthly Reports:** Discussion ensued relative to subject matters. The Fire Chief presented.

**Call Report:** No action taken, report only. Update included Willow Creek residential fire, which was an attic fire, there were challenges but personnel was on task and communicated well and the Pioneer Creek residential fire which is still under investigation. Discussion ensued relative to dispatching, call report and the specific incidents mentioned.

**Training Report:** No action taken, report only. The Fire Chief acknowledged Battalion Chief Justin Yelinek for driver operator classes that included paid personnel and volunteers. Acknowledgements were also given to Battalion Chief Ebling for the training of opioid fentanyl awareness and the administering Narcan. The Fire Chief is currently working on General Peer Support training which is crucial for personnel who experience tragic events from the death of children, acquaintances to physical fitness.

Cindy Grandbois, a member of the public addressed the Board by saying she is happy to hear about the wellness program and that the additional support is needed. The second most causes of death for first responders is suicide.

**Vehicle Maintenance Report:** No action taken, report only. The preventative maintenance expenses will be over budget until they reach a maintainable status. Station 122 will need a newer engine in the near future.

### **MISCELLANEOUS MATTERS:**

**Minutes for Meeting from February 13, 2024:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Forster and seconded by Director Axe, and carried unanimously, 5-0-0 to approve the February 13th regular meeting minutes with minor corrections.

**CLOSED SESSION:** At 11:31 a.m., the Board recessed into closed session. This portion of the meeting was not recorded.

Director Oneto recused himself from the Conference with Real Property Negotiators item because of potential conflict of interest with property owner.

**REGULAR SESSION:** At 11:38 a.m., the Board reconvened into regular session. The following matters were reviewed during closed session:

**Closed Session Minutes:** Discussion ensued relative to subject matter.

**MOTION:** It was moved by Director Axe and seconded by Director Crew and carried unanimously, 5-0-0, to approve confidential minutes of February 13th with no corrections.

**Conference with Real Property Negotiators:** Amador Fire Protection District (AFPD) Negotiators: Robert Withrow, Fire Chief, Property: Portions of APN: 030-740-022-000 Negotiating Parties: Del Rapini Construction Inc./ Rapini Delbert E Sp. Trust. - Terms and Conditions to Consider Negotiation.

Suggested Action: Discussion and possible action.

**No action was taken, discussion only.**

**ADJOURNMENT:** At 11:38 am. Pat Crew, Vice Chair adjourned the meeting until Tuesday, April 16<sup>th</sup>, 2024.

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Chair, Amador Fire Protection District