

Tuesday, April 18, 2023

**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 5:00 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.

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

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: 879-2069-9589#

Passcode: 932528

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

<https://us02web.zoom.us/j/87920699589?pwd=N1hVTjIMd2J4MW9la29YRHpnV2VhUT09>

REGULAR MEETING AGENDA

DATE: April 18, 2023
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 AFPD 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 topic**

ADMINISTRATIVE MATTERS:

1. **APPOINTMENT OF FIRE CHIEF:** Discussion relative to subject matter and possible action.
2. **SAFER GRANT AWARD:** Discussion relative to subject matter and possible action.
3. **FY 2023/2024 CURRENT BENEFIT ASSESSMENT:** Resolution approving the FY 2023/2024 Benefit Assessment schedule of fees. Discussion and possible action relative to subject matter.
4. **VEHICLE MAINTENANCE REPORT:** Discussion relative to subject matter.
5. **DONATION OF SURPLUS VEHICLE PROPERTY:** Discussion relative to subject matter and possible action.
6. **NEW STATION UPDATE:** Discussion relative to subject matter.
 - A) **PURCHASING AND PROCUREMENT POLICY:** Discussion relative to subject matter and possible action.
 - B) **REQUEST FOR QUALIFICATIONS:** Discussion relative to subject matter and possible action.
 - C) **MARIO LEASE AGREEMENT:** Discussion relative to subject matter and possible action.
7. **TRAINING REPORT:** Discussion relative to subject matter.
8. **VOLUNTEER REPORT:** Discussion relative to subject matter.
9. **CALL REPORT:** Discussion relative to subject matter.
10. **PREVENTION REPORT:** Discussion relative to subject matter.

MISCELLANEOUS MATTERS:

11. **MINUTES:** Discussion and possible action. Review and approval of the regular minutes from March 21, 2023.

ADJOURNMENT: until Tuesday, May 16, 2023

AGENDA TRANSMITTAL FORM

- Regular Agenda
- Consent Agenda
- Blue Slip
- Closed Session

Meeting Date Requested:

04/18/2023

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: APPOINTMENT OF FIRE CHIEF

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

Discussion and possible action related to the appointment of Fire Chief position.

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

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

Committee Review? N/A

Name _____

Comments: _____

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.

Department _____

ATTEST: _____

Completed by _____

For meeting _____

AFPD Board Clerk

of _____

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

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:

04/18/2023

Department Head Signature _____

Agenda Title: SAFER GRANT AWARD

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

AFPD applied for the Fiscal Year 2021 Staffing for Adequate Fire and Emergency Response (SAFER) Grant. This grant funding has been approved in the amount of \$474,160.00 and is being administered or issued by FEMA, Grant Programs Directorate with a performance period of 06/18/2023 to 06/17/2027. Payment Schedule and Object Class is defined on page 3 of the Award Letter and Summary Award Memo. Discussion and possible action.

Award number: EMW-2021-FF-01057

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

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 _____

Comments: _____

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 _____ 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.

Department _____

ATTEST: _____

Completed by _____

For meeting _____

AFPD Board Clerk

of _____

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 03/20/2023



Walt White
AMADOR FIRE PROTECTION DISTRICT
810 COURT ST
JACKSON, CA 95642

EMW-2021-FF-01057

Dear Walt White,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2021 Staffing for Adequate Fire and Emergency Response (SAFER) Grant funding opportunity has been approved in the amount of \$474,160.00 in Federal funding.

FEMA has waived, in part or in full, one or more requirements for this grant award. See the Summary Award Memo for additional information about Economic Hardship Waivers.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2021 SAFER Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink, appearing to read "P. Williams", is positioned above the typed name.

PAMELA WILLIAMS
Assistant Administrator, Grant Programs

Summary Award Memo

Program: Fiscal Year 2021 Staffing for Adequate Fire and Emergency Response

Recipient: AMADOR FIRE PROTECTION DISTRICT
UEI-EFT: FLGAKFRW9EK8
DUNS number: 118001119
Award number: EMW-2021-FF-01057

Summary description of award

The purpose of the SAFER Grant Program is to provide funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application — including budget information — was consistent with the SAFER Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2021 Staffing for Adequate Fire and Emergency Response (SAFER) funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Approved Economic Hardship Waivers

Minimum budget waiver

FEMA has waived the minimum budget requirement for this award.

Amount awarded

The amount of the award is detailed in the attached Obligating Document for Award.

The following is the approved budget for this award (including Federal share plus your cost share, if applicable) and summarizes the financial aspects of the grant:

Object Class	First Year	Second Year	Third Year	Fourth Year	Total
Personnel	\$108,680.00	\$50,000.00	\$108,680.00	\$50,000.00	\$317,360.00
Fringe benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$70,000.00	\$0.00	\$70,000.00	\$0.00	\$140,000.00
Supplies	\$8,000.00	\$0.00	\$8,000.00	\$0.00	\$16,000.00
Contractual	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$400.00	\$0.00	\$400.00	\$0.00	\$800.00
Indirect charges	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Federal	\$187,080.00	\$50,000.00	\$187,080.00	\$50,000.00	\$474,160.00
Non-federal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$187,080.00	\$50,000.00	\$187,080.00	\$50,000.00	\$474,160.00
Program Income					\$0.00

2 C.F.R. § 200.308 identifies the limits to the changes that can be made and when prior approval is required from FEMA, but this provision does not apply to the breakdown by year. If you have questions about which changes require FEMA's prior approval, please contact your Grants Management Specialist.

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2021 SAFER NOFO.

Approved request details:

Recruitment and Retention

Training

Other (Explain)

EMT Training

DESCRIPTION

EMT Course Registration Costs.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$1,500.00	\$30,000.00
2	0	\$0.00	\$0.00
3	20	\$1,500.00	\$30,000.00
4	0	\$0.00	\$0.00
TOTAL	40		\$60,000.00

BUDGET CLASS

Personnel

Instructor Costs or Fees

DESCRIPTION

Instructor cost is determined based on average overtime cost of District career personnel who will be used as Instructors. Hours are based on the current California Firefighter 1 curriculum at 344 hours.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	1	\$20,000.00	\$20,000.00
2	0	\$0.00	\$0.00
3	1	\$20,000.00	\$20,000.00
4	0	\$0.00	\$0.00
TOTAL	2		\$40,000.00

BUDGET CLASS

Personnel

Basic (Minimum) Firefighter Training

DESCRIPTION

Firefighter 1 student materials and State Fire Training Certification Fees.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$250.00	\$5,000.00
2	0	\$0.00	\$0.00
3	20	\$250.00	\$5,000.00
4	0	\$0.00	\$0.00
TOTAL	40		\$10,000.00

BUDGET CLASS

Supplies

Personal Protective Equipment (PPE)

Full Set - Structural Personal Protective Equipment (PPE)

DESCRIPTION

This is for NFPA 1971 compliant structural firefighting PPE which will include, turnout coats, turnout pants, structure helmets, structure gloves, structure boots and hoods. These will meet current District specifications.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$2,800.00	\$56,000.00
2	0	\$0.00	\$0.00
3	20	\$2,800.00	\$56,000.00
4	0	\$0.00	\$0.00
TOTAL	40		\$112,000.00

BUDGET CLASS

Equipment

Full Set – Wildland Personal Protective Equipment (PPE)

Ineligible

DESCRIPTION

NFPA 1977 compliant wildland firefighting PPE to include wildland jacket, wildland pants, wildland gloves, wildland helmet, wildland goggles, wildland shroud and web gear. PPE will be in line with the current District specifications.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$1,000.00	\$20,000.00
2	0	\$0.00	\$0.00
3	20	\$1,000.00	\$20,000.00
4	0	\$0.00	\$0.00
TOTAL	40		\$40,000.00

BUDGET CLASS

Equipment

CHANGE FROM APPLICATION

Sub-category marked ineligible

JUSTIFICATION

The award reflects a reduction from the amount requested in the application. This reduction aligns with guidance outlined in the Notice of Funding Opportunity (NOFO) which states only one set of PPE for structural or wildland firefighting is allowable per new recruit. SAFER considers a complete set of structural PPE to be comprised of one SCBA mask/face piece, one pair of pants, one coat, one helmet, two hoods, one pair of boots, two pairs of gloves, one pair of suspenders, and one pair of goggles.

Marketing Program

Media Marketing (TV/Radio/Internet, etc.)

DESCRIPTION

Local advertisement for recruitment process in local print media and radio.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	2	\$200.00	\$400.00
2	0	\$0.00	\$0.00
3	2	\$200.00	\$400.00
4	0	\$0.00	\$0.00
TOTAL	4		\$800.00

BUDGET CLASS

Other

Print Marketing (Newspaper/Signs/Banners/Flyers/Brochures, etc.)

DESCRIPTION

Banners/Signs for recruitment process

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	3	\$1,000.00	\$3,000.00
2	0	\$0.00	\$0.00
3	3	\$1,000.00	\$3,000.00
4	0	\$0.00	\$0.00
TOTAL	6		\$6,000.00

BUDGET CLASS

Supplies

Nominal Stipend

Other (Explain)

\$100 stipend per 24 hour shift.

DESCRIPTION

24 Hour Shift stipend of \$100.00. Personnel will be allowed to schedule five shifts per month.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$2,500.00	\$50,000.00
2	20	\$2,500.00	\$50,000.00
3	20	\$2,500.00	\$50,000.00
4	20	\$2,500.00	\$50,000.00
TOTAL	80		\$200,000.00

BUDGET CLASS

Personnel

CHANGE FROM APPLICATION

Year 1 price from \$6,000.00 to \$2,500.00

Year 2 price from \$6,000.00 to \$2,500.00

Year 3 price from \$6,000.00 to \$2,500.00

Year 4 price from \$6,000.00 to \$2,500.00

JUSTIFICATION

The award reflects a reduction from the amount requested in the application. This reduction is because the amount requested in the application exceeds the amount that can reasonably be expected to be expended within the grant award's period of performance.

New Member Costs

NFPA 1582 Entry-Level Physical

DESCRIPTION

NFPA 1582 compliant entry level physical with the District's current provider.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$204.00	\$4,080.00
2	0	\$0.00	\$0.00
3	20	\$204.00	\$4,080.00
4	0	\$0.00	\$0.00
TOTAL	40		\$8,160.00

BUDGET CLASS

Personnel

Other (Explain)

Background Investigation

DESCRIPTION

Cost is for fingerprinting and background investigation.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$230.00	\$4,600.00
2	0	\$0.00	\$0.00
3	20	\$230.00	\$4,600.00
4	0	\$0.00	\$0.00
TOTAL	40		\$9,200.00

BUDGET CLASS

Personnel

Station Duty Uniforms

DESCRIPTION

This will consist of NFPA 1975 compliant station wear, including boots. This price is inline with Amador Fire Protection Districts annual boot and uniform allowance.

YEAR	QUANTITY	UNIT PRICE	TOTAL
1	20	\$700.00	\$14,000.00
2	0	\$0.00	\$0.00
3	20	\$700.00	\$14,000.00
4	0	\$0.00	\$0.00
TOTAL	40		\$28,000.00

BUDGET CLASS

Equipment

CHANGE FROM APPLICATION

Year 2 quantity from 20 to 0

Year 2 price from \$700.00 to \$0.00

Year 4 quantity from 20 to 0

Year 4 price from \$700.00 to \$0.00

JUSTIFICATION

The award reflects a change from the application. This change is to provide additional information on eligible costs as outlined in the Notice of Funding Opportunity (NOFO). Station duty uniforms are only eligible for new recruits.

Agreement Articles

Program: Fiscal Year 2021 Staffing for Adequate Fire and Emergency Response

Recipient: AMADOR FIRE PROTECTION DISTRICT

UEI-EFT: FLGAKFRW9EK8

DUNS number: 118001119

Award number: EMW-2021-FF-01057

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Article 46**Prior Approval for Modification of Approved Budget**

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article 47**Indirect Cost Rate**

2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.

Article 48**Award Performance Goals**

FEMA will measure the recipient's performance of the grant by comparing the firefighter hiring activities of new, additional firefighters, rehire laid off firefighters, or retain firefighters facing layoff OR recruitment and retention activities of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response as requested in its application. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient is required to report on the recipients increased compliance with the National standards described in the NOFO.

Obligating document

1. Agreement No.	2. Amendment No.	3. Recipient No.	4. Type of Action	5. Control No.
EMW-2021-FF-01057	N/A	272029617	AWARD	WX00796N2023T

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Article 1

**Assurances, Administrative Requirements, Cost Principles,
Representations and Certifications**

I. DHS financial assistance recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non-Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program, and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the awarding agency. II. DHS financial assistance recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at Title 2, Code of Federal Regulations (C.F.R.) Part 200 and adopted by DHS at 2 C.F.R. Part 3002. III. By accepting this agreement, recipients, and their executives, as defined in 2 C.F.R. § 170.315, certify that their policies are in accordance with OMB's guidance located at 2 C.F.R. Part 200, all applicable federal laws, and relevant Executive guidance.

Article 2**General Acknowledgements and Assurances**

All recipients, subrecipients, successors, transferees, and assignees must acknowledge and agree to comply with applicable provisions governing DHS access to records, accounts, documents, information, facilities, and staff. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations conducted by DHS. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities or personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements, as prescribed by law, or detailed in program guidance. V. Recipients (as defined in 2 C.F.R. Part 200 and including recipients acting as pass-through entities) of federal financial assistance from DHS or one of its awarding component agencies must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receipt of the Notice of Award for the first award under which this term applies. Recipients of multiple awards of DHS financial assistance should only submit one completed tool for their organization, not per award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active award, not every time an award is made. Recipients should submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in the DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension if the recipient identifies steps and a timeline for completing the tool. Recipients should request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article 3**Acknowledgement of Federal Funding from DHS**

Recipients must acknowledge their use of federal funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds.

Article 4**Activities Conducted Abroad**

Recipients must ensure that project activities performed outside the United States are coordinated as necessary with appropriate government authorities and that appropriate licenses, permits, or approvals are obtained.

- Article 5 Age Discrimination Act of 1975**
Recipients must comply with the requirements of the Age Discrimination Act of 1975, Public Law 94-135 (1975) (codified as amended at Title 42, U.S. Code, § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
- Article 6 Americans with Disabilities Act of 1990**
Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101- 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
- Article 7 Best Practices for Collection and Use of Personally Identifiable Information**
Recipients who collect personally identifiable information (PII) are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.
- Article 8 Civil Rights Act of 1964 – Title VI**
Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21 and 44 C.F.R. Part 7.
- Article 9 Civil Rights Act of 1968**
Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. 90-284, as amended through Pub. L. 113-4, which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex (see 42 U.S.C. § 3601 et seq.), as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units—i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

- Article 10 Copyright**
Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 and an acknowledgement of U.S. Government sponsorship (including the award number) to any work first produced under federal financial assistance awards.
- Article 11 Debarment and Suspension**
Recipients are subject to the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689, which are at 2 C.F.R. Part 180 as adopted by DHS at 2 C.F.R. Part 3002. These regulations restrict federal financial assistance awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.
- Article 12 Drug-Free Workplace Regulations**
Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government-wide implementation (2 C.F.R. Part 182) of Sec. 5152-5158 of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).
- Article 13 Duplication of Benefits**
Any cost allocable to a particular federal financial assistance award provided for in 2 C.F.R. Part 200, Subpart E may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons. However, these prohibitions would not preclude recipients from shifting costs that are allowable under two or more awards in accordance with existing federal statutes, regulations, or the federal financial assistance award terms and conditions may not be charged to other federal financial assistance awards to overcome fund deficiencies; to avoid restrictions imposed by federal statutes, regulations, or federal financial assistance award terms and conditions; or for other reasons.
- Article 14 Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX**
Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. 92-318 (1972) (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17 and 44 C.F.R. Part 19.

- Article 15** **E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety**
Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.
- Article 16** **Energy Policy and Conservation Act**
Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. 94- 163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.
- Article 17** **False Claims Act and Program Fraud Civil Remedies**
Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
- Article 18** **Federal Debt Status**
All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
- Article 19** **Federal Leadership on Reducing Text Messaging while Driving**
Recipients are encouraged to adopt and enforce policies that ban text messaging while driving as described in E.O. 13513, including conducting initiatives described in Section 3(a) of the Order when on official government business or when performing any work for or on behalf of the Federal Government.
- Article 20** **Fly America Act of 1974**
Recipients must comply with Preference for U.S. Flag Air Carriers (air carriers holding certificates under 49 U.S.C.) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.

- Article 21** **Hotel and Motel Fire Safety Act of 1990**
Recipients must ensure that all conference, meeting, convention, or training space funded in whole or in part with federal funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a
- Article 22** **John S. McCain National Defense Authorization Act of Fiscal Year 2019**
Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. Beginning August 13, 2020, the statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons
- Article 23** **Limited English Proficiency (Civil Rights Act of 1964, Title VI)**
Recipients must comply with Title VI of the Civil Rights Act of 1964, (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.
- Article 24** **Lobbying Prohibitions**
Recipients must comply with 31 U.S.C. § 1352, which provides that none of the funds provided under a federal financial assistance award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification.
- Article 25** **National Environmental Policy Act**
Recipients must comply with the requirements of the National Environmental Policy Act of 1969, (NEPA) Pub. L. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq. and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans

- Article 26 Nondiscrimination in Matters Pertaining to Faith-Based Organizations**
It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.
- Article 27 Non-Supplanting Requirement**
Recipients receiving federal financial assistance awards made under programs that prohibit supplanting by law must ensure that federal funds do not replace (supplant) funds that have been budgeted for the same purpose through non-federal sources.
- Article 28 Notice of Funding Opportunity Requirements**
All the instructions, guidance, limitations, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this program are incorporated here by reference in the award terms and conditions. All recipients must comply with any such requirements set forth in the program NOFO.
- Article 29 Patents and Intellectual Property Rights**
Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq, unless otherwise provided by law. Recipients are subject to the specific requirements governing the development, reporting, and disposition of rights to inventions and patents resulting from federal financial assistance awards located at 37 C.F.R. Part 401 and the standard patent rights clause located at 37 C.F.R. § 401.14.
- Article 30 Procurement of Recovered Materials**
States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. 89-272 (1965), (codified as amended by the Resource Conservation and Recovery Act, 42 U.S.C. § 6962.) The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
- Article 31 Rehabilitation Act of 1973**
Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. 93-112 (1973), (codified as amended at 29 U.S.C. § 794,) which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

- Article 32 Reporting of Matters Related to Recipient Integrity and Performance**
General Reporting Requirements: If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this federal award, then the recipients must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated here by reference in the award terms and conditions.
- Article 33 Reporting Subawards and Executive Compensation**
Reporting of first tier subawards. Recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation located at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated here by reference in the award terms and conditions.
- Article 34 Required Use of American Iron, Steel, Manufactured Products, and Construction Materials**
Recipients must comply with the "Build America, Buy America" provisions of the Infrastructure Investment and Jobs Act and E.O. 14005. Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States--this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States--this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States--this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project. Waivers When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. Information on the process for requesting a waiver from these requirements is on the website below. (a) When the federal agency has made a determination that one of the following exceptions applies, the awarding official may waive the

application of the domestic content procurement preference in any case in which the agency determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described at "Buy America" Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. The awarding Component may provide specific instructions to Recipients of awards from infrastructure programs that are subject to the "Build America, Buy America" provisions. Recipients should refer to the Notice of Funding Opportunity for further information on the Buy America preference and waiver process.

- Article 35 SAFECOM**
Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications.
- Article 36 Terrorist Financing**
Recipients must comply with E.O. 13224 and U.S. laws that prohibit transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible to ensure compliance with the Order and laws.
- Article 37 Trafficking Victims Protection Act of 2000 (TVPA)**
Trafficking in Persons. Recipients must comply with the requirements of the government-wide financial assistance award term which implements Section 106 (g) of the Trafficking Victims Protection Act of 2000 (TVPA), codified as amended at 22 U.S.C. § 7104. The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated here by reference.
- Article 38 Universal Identifier and System of Award Management**
Requirements for System for Award Management and Unique Entity Identifier
Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated here by reference.

- Article 39 USA PATRIOT Act of 2001**
Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175-175c.
- Article 40 Use of DHS Seal, Logo and Flags**
Recipients must obtain permission from their DHS FAO prior to using the DHS seal(s), logos, crests or reproductions of flags or likenesses of DHS agency officials, including use of the United States Coast Guard seal, logo, crests or reproductions of flags or likenesses of Coast Guard officials.
- Article 41 Whistleblower Protection Act**
Recipients must comply with the statutory requirements for whistleblower protections (if applicable) at 10 U.S.C § 2409, 41 U.S.C. § 4712, and 10 U.S.C. § 2324, 41 U.S.C. §§ 4304 and 4310.
- Article 42 Environmental Planning and Historic Preservation (EHP) Review**
DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. To access the FEMA EHP screening form and instructions, go to the DHS/FEMA website. In order to initiate EHP review of your project(s), you must complete all relevant sections of this form and submit it to the Grant Programs Directorate (GPD) along with all other pertinent project information. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article 43 **Applicability of DHS Standard Terms and Conditions to Tribes**
The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to subrecipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article 44 **Acceptance of Post Award Changes**
In the event FEMA determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, recipients will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate recipient acceptance of the changes to the award. Please call the FEMA/GMD Call Center at (866) 927-5646 or via e-mail to ASK-GMD@fema.dhs.gov if you have any questions.

Article 45 **Disposition of Equipment Acquired Under the Federal Award**
For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state subrecipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state subrecipients must follow the disposition requirements in accordance with state laws and procedures.

6. Recipient Name and Address AMADOR FIRE PROTECTION DISTRICT 810 COURT ST JACKSON, CA 95642	7. Issuing FEMA Office and Address Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646	8. Payment Office and Address FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742
---	--	--

9. Name of Recipient Project Officer Walt White	9a. Phone No. 2093049575	10. Name of FEMA Project Coordinator Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program	10a. Phone No. 1-866-274-0960
---	------------------------------------	--	---

11. Effective Date of This Action 03/20/2023	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING	14. Performance Period 06/18/2023 to 06/17/2027 Budget Period 06/18/2023 to 06/17/2027
--	---	---	---

15. Description of Action a. (Indicate funding data for awards or financial changes)

Program Name Abbreviation	Assistance Listings No.	Accounting Data(ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
SAFER	97.083	2023-FD-GF01 - P410-xxxx-4101-D	\$0.00	\$474,160.00	\$474,160.00	\$0.00
Totals			\$0.00	\$474,160.00	\$474,160.00	\$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here:
N/A

~~**16. FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)**~~

This field is not applicable for digitally signed grant agreements

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	DATE
18. FEMA SIGNATORY OFFICIAL (Name and Title) PAMELA WILLIAMS, Assistant Administrator, Grant Programs	DATE 03/20/2023

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

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:	
<u>04/18/2023</u>	

Department Head Signature _____

Agenda Title: FY 2023/2024 BENEFIT ASSESSMENT

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

Discussion and possible action on resolution approving the 2023/2024 Benefit Assessment schedule of fees.

Recommendation/Requested Action:

Approve the resolution establishing the FY 2023/2024 benefit assessment by increasing the existing assessment by 2%

Fiscal Impacts (attach budget transfer form if appropriate)

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 _____

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
For meeting
of _____

ATTEST: _____

AFPD Board Clerk



AMADOR FIRE PROTECTION DISTRICT

810 Court Street, Jackson California 95642-2132 (209) 223-6391

Date : April 18, 2023
To : Honorable Board of Directors
From : Robert Withrow, Interim Fire Chief
Re : **2023/2024 Benefit Assessment**

Pursuant to Chapter 7.60 of the Amador County Code, the Amador Fire Protection District may increase their benefit assessment schedule annually to keep pace with inflation. The annual increase has a cap of 2%. Inflation for last year was 3.2706 % based on the index specified in our assessment ordinance.

History: The Below table depicts the current schedule cost compared to the proposed schedule costs.

<u>Property Type</u>	<u>Current Fee</u>	<u>2% Increase</u>	<u>Current Cap</u>	<u>Cap w/t 2% Increase</u>
Vacant Land	\$29.21	\$29.79		
Residential Per Unit	\$43.92	\$44.80		
Base Fee for Mobile Home Parks	\$109.96	\$112.16		
Units within Mobile Home Parks	\$43.92	\$44.80		
Base Fee for Commercial	\$109.96	\$112.16		
Commercial Per Sq Ft Fee Cat 1	\$0.01407661	\$0.01435814		
Commercial Per Sq Ft Fee Cat 2	\$0.02928726	\$0.02987301		
Commercial Per Sq Ft Fee Cat 3	\$0.04436266	\$0.04524991	\$5,966.06	\$6,085.38
Commercial Per Sq Ft Fee Cat 4	\$0.05836644	\$0.05953377	\$7,454.36	\$7,603.45

Staff Recommendation:

Approve the resolution establishing the FY 2023/2024 Benefit Assessment by increasing the existing assessment by 2%.



Databases, Tables & Calculators by Subject

Change Output Options: From: 2022 ▼ To: 2022 ▼ [GO](#)
 include graphs include annual averages [More Formatting Options](#) →

Data extracted on: April 12, 2023 (12:52:53 PM)

CPI for All Urban Consumers (CPI-U)

Series Id: CUURS49BSA0,CUUSS49BSA0
Not Seasonally Adjusted
Series Title: All items in San Francisco-Oakland-Hayward, CA, all urban consumers, not seasonally adjusted
Area: San Francisco-Oakland-Hayward, CA
Item: All items
Base Period: 1982-84=100

Download: [XLS](#) [XLSX](#)

Year	Annual
2022	327.060

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone:1-202-691-5200_ Telecommunications Relay Service:7-1-1_ www.bls.gov [Contact Us](#)

BEFORE THE BOARD OF DIRECTORS OF THE
AMADOR FIRE PROTECTION DISTRICT

IN THE MATTER OF:

RESOLUTION APPROVING THE 2023/2024
FISCAL YEAR BENEFIT ASSESSMENT FOR
AMADOR FIRE PROTECTION DISTRICT

RESOLUTION NO. AFPD 23-02

WHEREAS, Amador County Ordinance No. 1240 established a benefit assessment for fire suppression services in the Amador Fire Protection District pursuant to California Government Code 50078 et seq.; and

WHEREAS, the Board of Directors of Amador Fire Protection District as the governing body of the District shall levy a benefit assessment for each fiscal year upon all improved and unimproved parcels in the District as set forth in "Attachment A" of Amador County Ordinance No. 1240; and

WHEREAS, the Board of Directors of Amador Fire Protection District has determined that due to inflation, an increase in fees as allowed for in Ordinance No. 1240, is warranted for fiscal year 2023/2024.

NOW THEREFORE, BE IT HEREBY RESOLVED that said board does hereby declare the benefit assessment fee schedule in effect for fiscal year 2022/2023 shall be increased by two percent (2.0%) for fiscal year 2023/2024.

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 18th day of April 2023, by the following vote:

AYES:

NOES:

ABSENT:

President, Board of Directors

ATTEST:

Nicole Cook, Clerk of the
Amador Fire Protection District,
Amador County, California

(Resolution 23-02)

04/18/2023

**AMADOR FIRE PROTECTION DISTRICT
BENEFIT ASSESSMENT SCHEDULE**

<u>DESCRIPTION</u> <u>USE CODE - TYPE</u>	<u>MAXIMUM ASSESSMENT</u>
--	---------------------------

Vacant:

00000- Vacant Residential (lots - 2.5 ac.)	
21000- Vacant Rural Residential (2.5-10.0 ac.)	
23000- Vacant Rural (10.0-35.0 ac.)	
25000- Vacant C.L.C.A. Contracts	
26000- Vacant Rural (35.0 ac. & larger)	
30000- Vacant Commercial	
40000- Vacant Industrial	\$29.79 /year

Residential:

11000- Improved Residential (lots - 2.5 ac.)	
22000 - Improved Rural Residential (2.5-10.0 ac.)	
24000 - Rural Improved (10.0-35.0 ac.)	
25000 - Residential Improvements on C.L.C.A. Contracts	
27000 - Rural Improved (35.0 ac. & larger)	
37000 - Mobile home on other property	\$44.80/year
12000- Multi Residential - per unit	\$44.80/year
35000 - Mobile Home Parks	\$112.16/year
36000- Mobile Home in Parks - per space	\$44.80/year

*Commercial/Industrial:

25000 - Commercial Improvements on C.L.C.A. Contracts	
33000 - Motels, Hotels	
31000 - Improved Commercial	
41000 - Improved Industrial	\$112.16/year

* Improved property will be assessed a base benefit assessment unit and a charge per square foot of commercial/industrial improvements according to category of risk.

RISK CATEGORIES FOR COMMERCIAL/INDUSTRIAL PROPERTY

Category 1: This represents the lowest risk in commercial structures. These structures contain ordinary combustibles and may contain small amounts of hazardous materials. Structures in this category are 3,000 square feet or less.

Square Footage assessment = \$.01435814/sq.ft.

Category 2: This represents higher risk commercial structures. These structures contain ordinary combustibles and may contain small amounts of hazardous materials. Structures in this category are 3,001 square feet to 10,000 square feet in size.

Square Footage assessment = \$.02987301/sq.ft.

Category 3: This represents a risk significantly greater than those of structures in category 1 or 2 because of use, contents, life hazards, or a combination thereof. This category also includes any structure in category 2 which is 10,001 sq.ft. or more in size.

Square Footage Assessment = \$.04524991/sq.ft. with a cap of \$6,085.38

Category 4: These structures represent an unusually high personal risk to both the occupants and firefighters and/or require significantly larger commitments of firefighting resources or specialized resources due to hazardous contents, size, height, life hazards, or a combination thereof. This category will include any structure in any category which is three stories or more in height.

Square Footage Assessment = \$.05953377/sq.ft. with a cap of \$7603.45

A list of the types of businesses in each of the four categories is attached.

RISK CATEGORIES**CATEGORY 1**

This category represents the lowest risk in commercial structures. These structures contain ordinary combustibles and may contain small amounts of hazardous materials. Structures in this category are 3,000 square feet or less.

Agricultural products processing plant	Furniture store	Plumbing supply store
Antique store	Glass store	Post office
Appliance repair shop	Golf pro shop	Print shop
Appliance store	Gravel/sand/cement plant	Professional building
Auto sales (without repair facilities)	Hairdresser	Radio station
Art gallery	Health club	Radio/TV sales and service
Bakery	Hunting club	Real estate office
Bank	Jewelry Store	Restaurant (incl. fast food, ice cream, donut, etc)
Book store	Kennel	Sewage treatment plant
Business office (doctor, lawyer, etc.)	Laundromat	Shoe store
Cabinet shop	Liquor store	Sporting goods store
Candy store	Machine shop	Stable
Car wash	Meat market	Stationary store
Carpet store	Meat processing plant	Title company
Child care facility	Medical clinic	Tuxedo rental store
Clothing store	Metal fabrication shop	Upholstery shop
Computer sales/service	Mini storage	Veterinary hospital
Drug store	Mortuary	Warehouse-non hazardous materials
Electrical supply store	Movie rental store	Water treatment plant
Equipment rental	Museum	Winery
Feed store	News paper	Wood Assembly
Firewood lot	Pet store	Youth center
Fruit or vegetable stand	Picture Framing store	

CATEGORY 2 This category represents high risk commercial structures. These structures contain ordinary combustibles and may contain small amounts of hazardous materials. Structures in this category are 3,001 square feet to 10,000 square feet in size.

Agricultural products processing plant	Furniture store	Plumbing supply store
Antique store	Glass store	Post office
Appliance repair shop	Golf pro shop	Print shop
Appliance store	Gravel/sand/cement plant	Professional building
Auto sales (without repair facilities)	Hairdresser	Radio station
Art gallery	Health club	Radio/TV sales and service
Bakery	Hunting club	Real estate office
Bank	Jewelry Store	Restaurant (incl. fast food, ice cream, donut, etc.
Book store	Kennel	Sewage treatment plant
Business office (doctor, lawyer, etc.)	Laundromat	Shoe store
Cabinet shop	Liquor store	Sporting goods store
Candy store	Machine shop	Stable
Car wash	Meat market	Stationary Store
Carpet store	Meat processing plant	Title company
Child care facility	Medical clinic	Tuxedo rental store
Clothing store	Metal fabrication shop	Upholstery shop
Computer sales/service	Mini storage	Veterinary hospital
Drug store	Mortuary	Warehouse-non hazardous materials
Electrical supply store	Movie rental store	Water treatment plant
Equipment rental	Museum	Winery
Feed store	News paper	Wood Assembly
Firewood lot	Pet store	Youth center
Fruit or vegetable stand	Picture Framing store	

CATEGORY 3 This category represents a risk significantly greater than those structures in category 1 or 2 because of use, contents, life hazards, or a combination thereof. This category also includes any structure in category 2 which is 10,001 square feet or more in size.

Asphalt batch plant	Utility company
Auto paint shop	
Auto parts store	Welding shop
Auto repair shop	
Auto wrecking	
Bar/tavern	
Chain saw repair shop	
Church	
Community hall	
Dance hall	
Dry cleaner	
Elderly care facility	
Fiber glass fabrication plant	
Fraternal club	
Furniture refinishing shop	
Gas station	
Grocery store	
Hardware store (building supply)	
Junk yard	
Mini Mart	
Motorcycle repair shop	
Nursery	
Paint store	
Power house	
School	
Shopping center	
Tire repair/store	

CATEGORY 4 These structures represent an unusually high personal risk to both the occupants and fire fighters and/or require significantly larger commitment of fire fighting resources or specialized resources due to hazardous contents, size, height, life hazards, or a combination thereof. This category will include any structure in any category which is three stories or more in height.

Bed and breakfast inn
Brick manufacturing
Bingo parlor

Co-generation plant

Department store (large multi-purpose type)

Explosives manufacture

Fireworks manufacture

Gasoline bulk plant

Hospital
Hotel

Lumber mill

Mine
Motel

Propane bulk plant

Rest home

Supermarket

Theater

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

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>04/18/2023</u>	

Department Head Signature _____

Agenda Title: VEHICLE MAINTENANCE REPORT

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

Report of expenses and mileage for maintenance and repair of District vehicle fleet during the month of March. Discussion relative to subject matter.

Recommendation/Requested Action:

Review attached report

Fiscal Impacts (attach budget transfer form if appropriate)

None

Staffing impacts 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 _____

Comments: _____

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 _____

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
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

Vehicle Description	VIN License Number	IMPLEMENTED July 1, 2017/18 Beginning of Fiscal Year Mileage	22/23 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)
C-5100 - 2015 Ford Explorer AWD	1FMSK8AR7FGB25939 {E} 1460509	19,530	90,823		07/06/22 11/14/22	Riebes - Battery (\$177.40) Sterlings Auto - A Svc and wiper blades (\$149.20)		\$5,796.59
C-5102 (Watkins) 2016 Ford F250 4x4 (Battalion Chief)	1FT7X2B60GEA66410 {E} 1485648	19,611	127,698		7/11/22 9/19/22	Les Schwab Tires - 4 New Tires, Wheel Spin (\$1,559.58) Sterlings - A Service, svc. rear differential (\$653.38)		\$16,427.31
C-5103 (Ebling) 2011 Ford F250 4x4 (Battalion Chief)	1FT7X2B62BEA30761 {E} 1306800	92,337	159,383		1/31/23 1/31/23 2/6/23 3/6/23 3/23/23	Lynch's Auto - A Service, towed in since it did not start, serp belt cracked, new starter, new brake rotors (\$2770.69) ATR - Tow from HQ to Lynch's Auto; did not start (\$199.62) Riebes - transmission fluid (\$14.30) Riebes - cable chain, parts (\$183.28) Auto Zone - Misc. parts, hood support lift (\$62.04)	\$245.32	\$22,890.12
C-5104 (Yelinek)-2009 Ford F250 4x4 (Battalion Chief)	1FTSX21569EA15399 {E} 1294991	65,530	120,666		7/18/22 10/26/22 11/28/22 01/19/23 03/23/23	Sterling's Auto - A svc., exhaust manifold (\$1,898.63) Jackson Tire - tie rod end all 4 tires, alignments (thrust angle), track bar rebuild (\$1,428.84) O'Reilly - Fuel filter, oil, misc. (\$144.57) Lynch's - runs rough low power; rplcd fuel filter, fuel pump assembly and fuel pump driver module (\$1,541.61) O'Reilly - Wiper blades, LED fog capsule (\$120.11)	\$120.11	\$25,493.13
C-5105 (Command) 2012 Ford Expedition 4x4 (HQ)	1FMJU1GSXCEF67187 {E} 1401123	67,531	100,488		11/28/22 2/6/23 2/9/23	O'Reilly - Wiper Blades, misc (\$56.90) Riebes - Battery (\$91.37) Sterling's Auto - A Service (\$86.11)		\$9,078.75
C-5107 (Chew) - 2010 Ford Expedition XLT 4x4 (Prevention) (previously 5101,5108)	1FMJU1G59AEA43199 {E} 1305976	162,270	250,094		7/26/22 11/28/22 12/6/22 02/21/23 03/08/23	Sterling's Auto - A svc. and pads (\$704.38) Les Schwab - alignment; 4 wheel, system sensor (\$414.58) Sterling's Auto - A svc., wiper blades, control arm and ball joint assembly related to shock and strut/alignment, labor (\$1,753.90) Sterling's Auto - warning lights, abs control module, program abs module, parts and labor (\$1,306.46) Sterling's Auto - headlights stayed on, did not shut off (\$317.56)	\$317.56	\$32,046.32

22-23 Vehicle Maintenance

Mar

<p>E-5111 2015 Rosenbauer 4x4 (111 First Out)</p>	<p>54F2CB417FWM11449 (E) 1488122</p>	<p>19,474</p>	<p>68,250</p>		<p>7/29/22 8/29/22 9/20/22 9/21/22 9/27/22 10/17/22 12/05/22 02/21/23</p>	<p>Cummins - new engine and misc. work,paid in full by Rosenbauer (\$17,182.38) Burton's - Repair oil leak,, pump test, various repairs, rebuild tank to pump valve leaking water (\$8240.38) Burtons Fire - travel time (tech at 111), transfer box eval/misc seals, coolant leaks (\$1,845.17) Burtons Fire - Rplc front and rear braks/hardware kit, rplc ps cab lock (\$6,362.27) Jackson Tire - 4 New Rear Tires (\$3,244.86) Les Schwab - Wheel spin balance (\$75.98) Riebes - Tire chaing (\$720.05) Burtons - Coolant sensor, turbo, misc. (\$2,346.74)</p>		<p>\$65,548.65</p>
<p>E-5113 1991 KME 4x4</p>	<p>1HTSEPCR4NH415881 (E) 349699</p>	<p>80,306</p>	<p>88,675</p>					<p>\$18,756.10</p>
<p>SQ-5115 2003 Ford F350 4X4 (previously SQ-145)</p>	<p>1FDWF37P23ED60337 (E)1159107</p>	<p>42,236</p>	<p>44,883</p>		<p>11/28/22</p>	<p>O'Reilly's - Battery (\$336.94)</p>		<p>\$12,915.47</p>
<p>WT-5116 2015 Kenworth</p>	<p>2NKHHJ8X9FM437394 (E)1410351</p>	<p>2,230</p>	<p>5,883</p>					<p>\$7,712.26</p>
<p>OES - 4309 2020 ITL/BME MODEL34</p>	<p>3HADFCAR7ME185478</p>	<p>-</p>						<p>\$0.00</p>
<p>E-5123 2001 International Westmark</p>	<p>1HTSEADR71H370327 (1034294)</p>	<p>99,018</p>	<p>106,113</p>		<p>7/13/22 8/1/22 8/3/22 8/23/22 9/6/22 9/16/22 01/09/23 01/24/23 2/6/23 3/6/23 3/6/23 3/08/23</p>	<p>Burton's Fire, Inc - Water guage (\$464.22) Burton's Fire, Inc - Resolve loss of power, rebuild transfer vavle actuator, rplc foam pro controller head, rplc pump, flow meter, misc. fire pump repairs (\$13,572.06) Lynche's - AC svc and rplc low side fitting, install new AC condensor, repair transmission mounts (\$3,385.91) Auto Zone - Oil and misc. parts (\$57.79) Riebes - 6-lamp kits (\$252.07) Doug Veerkamp - bad oil leak @ front differential (\$3,273.71) Riebes - coupling (\$38.68) O'Reilly Parts - Radiator Cap (\$6.91) Riebes - Wiper blades (\$19.37) Riebes - Fuel Filter (\$33.77) ATR - Tow truck from Pioneer to Lynche's (\$1,125.00) Lynche's Auto - truck was towed to repair electricial fire, power wires ground out on exhaust causing wires to melt and battery start on fire (\$2,743.52)</p>	<p>\$3,902.29</p>	<p>\$45,759.10</p>
<p>SQ-5125 2008 Ford F350 (Previously SQ-115)</p>	<p>1FDWX37RX8EC15309 (E)1281212</p>	<p>99,175</p>	<p>112,920</p>					<p>\$9,308.80</p>

WT-5126 2007 Kenworth	2NKMHZ8X67M199258 {E} 1212617	16,891	21,364						\$25,567.32
E-5141 2018 Rosenbauer (114 First Out)	54F2CA414JWWM12044 {E}1369499	0	45,678		7/5/22 10/26/22 11/14/22 12/05/22 03/07/23 3/20/23 3/21/22	Jackson Tire Svc - 2 New Front Tires (\$1,861.98) US Bank Card Spalusa -Rplcmt condenser fan (\$149.41) Riebes - Misc. parts (\$37.69) Riebes - Tire Chains (\$720.05) Riverview Int'l - AC Inop, Alignment (\$2,723.15) Jackson Tire - 4 swap inner and outer rear tires (\$140.00) Any and All - Engine Coolant Leak Repair, rplcd 6ft of bad heater hose with new provided by AFPD (\$118.72)	\$2,981.87		\$45,218.96
WT-5146 1996 International	1HTSDADR7TH397632 {E} 035872	38,174	50,253		12/19/2022 01/09/23	Lynch's Auto - Low air warning switch leaking air, leak in hose (\$666.86) Riebes - 3 batteries (\$632.89)			\$22,852.86
E-5148 2003 HME (reserve) (Previously E-5141)	44KFT42822WZ20024 {E}1159077	82,595	129,416		7/05/22 7/6/22 7/12/22 8/3/22 9/7/22 9/19/22 10/11/22 01/09/23 01/26/23 01/26/23 2/6/23 3/06/23 3/23/23	Dale Diesel Performance (\$162.02) Riebes - Coolant (\$72.14) Dale Diesel Performance (\$240) Napa Parts - Starter (\$485.44) ATR - Tow from Pioneer to Doug Veerkamp (\$1,687.50) Doug Veerkamp - A service, turbo charger broken pressure side, labor (\$5392.41) Les Schwab - 2 widebase hwy tubless tires, wheel spin balance (\$1,628.91) Riebes - switch rocker (\$15.07) Jackson Tire - 4 new tires (\$2976.30) US Bank - Summit; lights (\$103.36) Riebes - wiper blades (\$61.40) Doug Veerkamps - A Service, dash gauges inop, park brake valve leaking (\$7,193.56) O'Reilly - Wiper Blades (\$13.79)	\$7,207.35		\$78,729.35
E-5214 2008 Ford F550	1FDAX57R58EB35812 {E}1281210	28,278	32,739		3/23/23 3/23/23	O'Reilly - Tire Chains (\$161.86) US Bank Parts Geek - Hood Release Cable (\$71.54)	\$233.40		\$8,561.43
WT-5216 2015 Kenworth	2NKHJ8X7FM437393 {E}1410352	3,030	10,955						\$6,447.85
E-5221 2003 HME	44KFT42842WZ20025 {E} 1159078	97,576	143,192		2/15/23 3/27/23 3/27/23	Riverview Int' - Primer valve leaks and sticky, fuel tank door, booster tank sump leaking water, chassis batteries wont hold charge, misc. (\$4,944.24) Jackson Tire - Repair flat (\$40.39) Jackson Tire - 4 New tires (\$2,603.83)	\$2,644.22		\$65,536.77
E-5222 1991 KME	1HTSDPCR0NH416110 {E} 349698	54,320	60,103						\$3,813.14

E-5223 1998 International	1HTSDADR6WH551543 {E} 993299	38,623	48,491		8/23/22 2/6/23	Galls - Code 3 siren w/ light controls (\$592.99) Riverview - multiple repairs in frame/engine, preassurized cooling sys, cylinder leak (\$33,828.61)		\$53,252.61
E-5228 2000 HME (122 First Out)	44KFT4287YWZ19055 {E} 959496	49,507	41,806		7/6/22 7/11/22 12/19/22 01/24/23 2/6/23 2/6/23 2/6/23 3/8/23 3/23/23	Riebes - Misc. Parts, oil, AC re Frid., (\$350.11) LN Curtis - Plumbing Gaskets (\$114.99) Glass Doctor - Rplcd and install new windshield (\$1,695.91) US Bank - R Truck Parts; muffler (\$298.12) Riebes - fuse box (\$45.24) ATR - tow (\$900) ATR - tow (\$1,134.00) Lynche's Auto - power steering leaking (\$573.21) O'Reilly - Antifreeze (\$38.79)	\$612.00	\$55,858.21
WT-5236 2007 Kenworth	2NKMHZ8X87M199259 {E} 1212616	9,833	12,305		11/21/22 12/27/22	Riverview Int'l Trk - repair damaged plumbing at rear of tank fill and annual inspection (\$9,700.42) Big Rig World - hood hinge (\$199.94)		\$12,587.14
U-5310 2008 Ford (Utility)	1FTSW21R98EC31882 {E} 8V25580	30,500	38,483		8/30/22 12/05/22 12/05/22 2/6/23 2/6/23	Lynch's - A service, new brake pads, hoses (\$2,094.35) Riebes - windshield wipers (\$31.31) Jackson Tire - 4 new sensors, install (\$324.07) Riebes - spark plug, sealed bean lights, misc. (\$66.77) Riebes, lights, misc. (\$32.09)		\$2,561.50
E-5361 2016 Rosenbauer (116 First Out)	54F2CA512GWM11580 {E} 1425867	8,502	51,609		7/31/22 8/31/22 9/27/22 9/30/22 10/31/22 11/28/22 11/28/22 11/30/22 12/31/22 01/31/23 2/6/23 2/28/23 3/28/23 3/31/23	JRCH Reimbursement - Jun (\$-0.00) JRCH Reimbursement - Jul (\$-0.00) JRCH Reimbursement - Aug (\$-0.00) Burton's Fire - DEF quality sensor, A service, drivers seat belt alarm, coolant sensor alarm (\$2,934.62) JRCH Reimbursement - Sep (\$-2,934.62) O'Reilly - Hose, misc. (\$78.05) O'Reilly - Antifreeze, misc. (\$47.39) JRCH Reimbursement - Oct (\$-0.00) JRCH Reimbursement - Nov (\$-125.44) JRCH Reimbursement - Dec (\$-0.00) Riebes - wiper blades (\$15.66) JRCH Reimbursement - Jan (\$-0.00) Burton's Fire - Cab Corner (\$88.14) JRCH Reimbursement - Feb (\$-15.66)	\$72.48	\$17,816.43

<p>E-5364 2008 Ford F550 4x4</p>	<p>1FDAW57R38EC53893 {E} 1356272</p>	<p>32,581</p>	<p>45,204</p>		<p>7/31/22 8/3/22 8/31/22 9/26/22 9/30/22 10/31/22 11/30/22 12/31/22 01/31/23 2/28/23 3/23/23 3/31/23</p>	<p>JRCH Reimbursement - Jun (\$-0.00) Lynch's - repair cause of loss of power, injector and fuel supply pipe rplcd (\$2,191.91) JRCH Reimbursement - Jul (\$-0.00) Lynch's Auto - A service, faulty air bag module, glow plugs, flushed trasmission and replaced fuel filters (\$3,399.41) JRCH Reimbursement - Aug (\$-2,191.91) JRCH Reimbursement - Sep (\$-3,399.41) JRCH Reimbursement - Oct (\$-0.00) JRCH Reimbursement - Nov (\$-0.00) JRCH Reimbursement - Dec (\$-0.00) JRCH Reimbursement - Jan (\$-0.00) O'Reilly - Tire Chains (\$175.10) JRCH Reimbursement - Feb (\$-0.00)</p>	<p>\$175.10</p>	<p>\$13,743.23</p>	
<p>E-5368 2007 E-ONE</p>	<p>4ENGAAA8371002458 {E} 1356273</p>	<p>62,266</p>	<p>-</p>	<p>OOS - Riverview</p>	<p>7/31/22 8/31/22 9/6/22 9/26/22 10/31/22 11/30/22 12/19/22 12/31/22 01/09/23 01/19/23 01/31/23 01/31/23 2/6/23 2/27/23 2/28/23 3/08/23 3/31/23</p>	<p>JRCH Reimbursement - Jun (\$-0.00) JRCH Reimbursement - Jul (\$-0.00) LN Curtis - parts for intake manifold (\$2,371.88) Riverview Int'l Trk - Interm. no start condition, pump pack leak, coolant leaking, filter minder damaged (\$4,197.41) JRCH Reimbursement (\$-6,569.29) JRCH Reimbursement (\$-0.00) Lynch's Auto - Rplcd drums, shoes and brake pads (\$1,944.14) JRCH Reimbursement (\$-0.00) Riebes - headlight bulbs, windshield wipers (\$33.37) Lynch's Auto - Engine will not hold on a hill, e brake, rplcd brake valve in dash, rplcd brake pots w/ piston pots (\$2,806.92) Lynch's Auto - brake pedal travels further - found R rear slack adjuster broken; rplcd both slack adjusters (\$689.64) JRCH Reimbursement - Dec (\$-1,944.14) Riebes - oil (\$37.69) Jackson Tire - 4 New Tires (\$4,355.25) JRCH Reimbursement - Jan (\$-3,529.93) Lynche's Auto - Driver side wiper inoperable (\$390.00) JRCH Reimbursement - Feb (\$-4,392.94)</p>	<p>-\$4,002.94</p>	<p>\$38,939.46</p>	
<p>\$14,508.76</p>								<p>\$723,218.86</p>	

AGENDA TRANSMITTAL FORM

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

Date: 04/18/2023

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:	
<u>04/18/2023</u>	

Department Head Signature _____

Agenda Title: DONATION OF SURPLUS LADDER TRUCK

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

Discussion and possible action regarding the donation of Ladder Truck, a 1989 Piere Ariel, mileage 99943.

Recommendation/Requested Action:
Authorize surplus and disposition of vehicle, as requested.

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:
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 _____	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
Completed by _____		

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
04/18/2023	

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow Phone Ext. 391
 (Department Head - please type)

Department Head Signature _____

Agenda Title: NEW FIRE STATION UPDATE

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

Discussion and possible action related to the update of allocated state funding for a new fire station in Pine Grove. The District received check number 63-871343 in the amount of \$8,100,000.00. A request to the Auditor's was sent to create a new cash account titled "Pine Grove Station-SB179 Funds" under the AFD Fund #45500.

6(A) Purchasing and Procurement Policy
 6(B) Request for Qualifications; presenter GSA Director
 6(C) Mario Lease Agreement

Recommendation/Requested Action: _____

Fiscal Impacts (attach budget transfer form if appropriate) _____ Staffing Impacts None

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? <u>N/A</u> <input checked="" type="checkbox"/> Name _____ 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 _____	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: _____ AFD Board Clerk
Completed by _____		

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
04/18/2023	

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: PURCHASING AND PROCUREMENT POLICY

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

Item 6(A) Discussion and possible action on an updated Purchasing and Procurement Policy.

Recommendation/Requested Action:

Approve resolution adopting revised policy

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 _____

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 _____
For meeting _____
of _____

ATTEST: _____

AFPD Board Clerk

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

IN THE MATTER OF:

RESOLUTION READOPTING
PURCHASING AND PROCUREMENT
POLICY

RESOLUTION NO. AFPD 23-03

BE IT RESOLVED by the Board of Directors of the Amador Fire Protection District, County of Amador, State of California, that said Board does hereby approve and readopt the Amador Fire Protection District Purchasing and Procurement Policy effective April 18, 2023.

BE IT FURTHER RESOLVED that the Chair be and hereby is authorized to sign the resolution approving the policy.

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 18th day of April 2023 by the following vote:

AYES:

NOES:

ABSENT:

Chair, Board of Directors

ATTEST:

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

AMADOR FIRE PROTECTION DISTRICT



Policies and Procedures

Policy 1.C.2

Purchasing and Procurement

1.0 Statement of Intent

To provide direction for the purchasing of products and services and to ensure compliance with applicable County, State and Federal laws rules and regulations on procurement and free competition.

2.0 Assigned Responsibility

All Amador Fire personnel

3.0 Applicability

This policy is applicable to all situations involving the purchase or procurement of property and supplies.

4.0 Definitions

None

5.0 Procedure

These Policies and Procedures for the Purchase or Lease of Equipment, Supplies and Real Property, and for Service and Construction Contracts (Policy) will guide the fair and equitable competition for business with the Amador Fire Protection District, and

help

ensure the efficient use of District resources.

PURCHASE OF EQUIPMENT AND SUPPLIES – SOLICITATION OF BIDS

A. Purchases Less than and Including \$10,000

When the estimated cost of equipment or supplies is at or below \$10,000, the Fire Chief may award the contract or purchase order. If the estimated cost is less than \$5,000, the Fire Chief must attempt to secure the best value for the District, but need not solicit quotes or bids. If the estimated cost is between \$5,000 and \$10,000, the Fire Chief must solicit informal quotes from at least two vendors.

B. Purchases Over \$10,000:

All contracts for the purchase of equipment or supplies over the amount of \$10,000 must be submitted to the Board of Directors (Board) for approval. When the estimated cost of equipment or supplies is over \$10,000, staff must solicit formal written bids through means and methods which staff determines to be the most cost-effective, which may include advertisement in a newspaper of general circulation in the District.

C. Leasing of Equipment:

Leasing or renting of equipment is permitted if advantageous to the District. If the total rental payments due under a lease are not over \$10,000, the Fire Chief may follow the procedure in Section A. If the total rental payments due under a lease are more than \$10,000, staff must follow the procedure in Section B above.

D. Reporting :

The Fire Chief or a designee must report to the Board on all contracts or leases entered into at the next regular meeting of the Board.

E. Group Purchasing, Joint Procurement and Piggybacking:

The Fire Chief is authorized to purchase equipment and supplies through the State of California cooperative purchasing program authorized by Public Contract Code Section 10298, California Multiple Awards Schedule (CMAS) or thorough similar group purchasing agreements that comply with California State and Federal law. If the cost of such purchase is expected to exceed \$10,000, the Fire Chief must obtain Board approval before participating in the Group, Joint Procurement or Piggybacking. Additionally, the Fire Chief is authorized to pursue joint procurements with other local agencies in the State when the original procurement contemplates the purchase of equipment or supplies by the District. The use of joint procurements is only permissible when the solicitation documents meet the District's own procurement requirements as set forth in this Policy. Award of a contract must be approved in accordance with the same authorization thresholds set forth herein. Furthermore, the Fire Chief is authorized

to procure supplies or equipment by a method known as "piggybacking." Piggybacking is the post-award use

of a contractual document or process that allows an agency that was not contemplated in the original procurement to purchase the same supplies/equipment through that original document or process. The agency that originally issued the procurement must have included a piggybacking provision or assignability clause in their solicitation documents in order for another agency to piggyback on their procurement. The use of piggybacking is only permissible when the solicitation documents meet the District's own procurement requirements.

Any contract for the purchase of real property must be submitted to and approved by the Board of Directors. Any lease or sublease of real property, including any renewal or extension of an existing lease or sublease, must be submitted to and approved by the Board of Directors.

CONTRACTS FOR SERVICES

Contracts for services in which the maximum compensation payable does not exceed \$~~4025~~,000 may be entered into by the Fire Chief following an informal solicitation and selection process. All other contracts must be submitted to and approved by the Board of Directors. When the estimated cost of non-professional services (i.e., services that are not listed in Public Contract Code Section 20812) is over \$~~4025~~,000, the Fire Chief must (a) solicit formal written bids or proposals, and (b) award the contract to the lowest responsible bidder and/or the proposer that offers the best value to the District, or reject all bids/proposals. When the estimated cost of specialized services listed in Public Contract Code Section 20812 is over \$~~4025~~,000, the Fire Chief must solicit formal written bids through a formal advertising process, which will include advertisement at least twice, at least 5 days apart, with the first advertisement being at least 10 days before the opening of bids, in a newspaper of general circulation in the District's service area. The contract must be awarded to the lowest responsible bidder. If two or more bids are tied, the District may accept the one it chooses. The Board of Directors may reject any bids. If no bids are received, the Board may undertake the service contract without further complying with this section.

In the case of an emergency, the Board of Directors shall respond to the emergency pursuant to Chapter 2.5 of the Public Contract Code (commencing with Section 22050) if notice for bids to let contracts will not be given.

CONTRACTS FOR CONSTRUCTION

Any contract for construction over \$10,000 requires approval of the Board of Directors. Construction contracts up to \$10,000 may be let by negotiated contract or purchase order; construction contracts greater than \$10,000 shall be let pursuant to the

procedures set forth in Public Contract Code Section 20813, as it may be amended from time to time.

PURCHASE OR LEASE OF REAL PROPERTY

Any contract for the purchase of real property must be submitted and approved by the Board of Directors.

Any lease or sublease of real property, including any renewal or extension of an existing lease or sublease, must be submitted to and approved by the Board of Directors.

FIRE CHIEF AUTHORITY

A. The Fire Chief may make purchases of equipment, supplies, leases, services not listed in Public Contract Code section 20812, and construction up to \$10,000. All such expenditures over \$10,000 must be approved by the Board of Directors.

B. Contracted procurements approved by the Board of Directors within the authorized budget will be approved for payment by the Fire Chief.

C. The Fire Chief is authorized to administer all contracts on behalf of the District.

D. For purchases under \$10,000, the Fire Chief is authorized to issue change orders or amendments up until the original purchase and any change orders and amendments, equal a total of \$10,000. For purchases approved by the Board, the Fire Chief is authorized to issue change orders of up to 20% of the initial contract amount, but not to exceed \$10,000, without further Board approval.

The Board of Directors may suspend or waive the requirements of this Policy in any instance when the Board deems it in the best interest of the District to do so.

6.0 Appendices

None

7.0 References

2 CFR 200.318 General procurement standards

2 CFR 200.319 Competition

Public Contract Code section 20812

Public Contract Code Section 10298

8.0 Monitoring and Review

This policy to be reviewed every three years.

Approved By:

~~Walter White~~Robert Withrow, Interim Fire Chief

Amador Fire Protection District

Drafted by: Ken Woods, Deputy Chief

4/14/17

Revisions:

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
04/18/2023	

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: REQUEST FOR QUALIFICATIONS

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

Item 6(B) Discussion and possible action on Request for Qualifications of Construction Manager.

Refer to Memo.

Recommendation/Requested Action:

Approve memo as presented.

Fiscal Impacts (attach budget transfer form if appropriate)

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

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 _____

Department _____

Completed by _____

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



MEMORANDUM

To: Honorable Board of Directors

From: Robert Withrow, Interim Fire Chief

Date: April 13, 2023

SUBJECT: New Pine Grove Fire Station Request for Qualifications

Background: After meeting with the Fire Station Committee, General Services Director and County Counsel, the recommendation is to move forward with a Request for Qualifications (RFQ) to hire a Construction Manager (CM) with the responsibility for a Criteria Architect. Criteria Architect means the architect retained by a public authority to prepare conceptual plans and specifications, to assist the public authority in connection with the establishment of the design criteria for a design-build project, and satisfies Public Contract Code (PCC) section 22164. The CM, in general, acts as the owner's representative and provides all criteria, performance specifications, 50% schematic drawings and all documents in order to set parameters for design-build firms. The process for hiring a design-build firm includes pre-qualifying firms in order to develop a short list of the top three (3) firms. Those firms compete for the project and the two (2) firms not selected are paid a stipend to defray the cost of preparing their proposals. The prequalifying uniform system of rating design builders must be approved by the Board at a later date to comply with PCC section 20101.

Subject or Key Issues: Approve staff to issue RFQs and select a CM firm and request the General Services Director of Amador County be allowed to award a contract to the top CM candidate pending the Fire Chief, Fire Station Committee and County Counsel review and approval.

Analysis: The District does not have the capacity to conduct construction management in-house. Retaining a CM firm to assist the District with a design-build process provides these advantages:

1. Should ensure funding is encumbered by June of 2024, meaning it gets a Design-Builder under contract.
2. A CM has the expertise to oversee this project and conduct all necessary administrative processes for design-build.
3. Design-Build projects bundles designers and contractors under the same contract.
4. Ultimately, this project delivery method get the keys faster and provides a more definite cost for the project.

Note: Services the District will be responsible for will include surveying, geotechnical, CEQA, and warranty work.

Budget Impact: Expenditure of \$8.1 million dollars allocated specifically for this project.

Requested Action: 1) Authorize staff, with the assistance of Amador County General Services Director, to issue RFQs for Construction Management Services including the Criteria Architect and; 2) Authorize staff to conduct evaluations of RFQs submitted and; 3) Delegate authority to the Amador County General Services Director to award a contract to the top ranked candidate pending review and approval of the District Chief, Fire Station Committee and County Counsel in accordance with CA Government Code Sections 4525 through 4529.5.

AGENDA TRANSMITTAL FORM

- Regular Agenda
- Consent Agenda
- Blue Slip
- Closed Session

Meeting Date Requested:

04/18/2023

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: MARIOS LEASE AGREEMENT

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

Item 6(C) Lot lease agreement between AFPD and Mario's Tree Service on 13775 Mount Zion Road, Pine Grove is month to month, request to terminate agreement and give thirty day notice.

Recommendation/Requested Action:

Discretion of Board

Fiscal Impacts (attach budget transfer form if appropriate)

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:

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 _____

Department _____

Completed by _____

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

MARIO'S TREE SERVICE

December 29, 2022

To: Amador Fire Protection District
810 Court Street
Jackson, CA 95642

Lot Lease Agreement: 13775 Mount Zion Road, Pine Grove CA 95665

This agreement is between Amador Fire Protection District (AFPD) and Mario's Tree Service, for the lease of certain parcels of land for staging equipment such as grapple, bucket/lift trucks, skid steer and trailer, only.

1. The parcel(s) contained in this agreement is (are) described as follows: lot on 13775 Mount Zion Road, Pine Grove, specifically APN: 038-500-016-000.
2. Term of this lease shall be from month to month only, effective December 31, 2022 except as terminated earlier according to the provisions below.
3. Tenant agrees to pay a lease fee to the Landowner of \$500 per month.
4. Mario's Tree Service agrees to clear and grade lot to County code, Amador County Code 5.30, for parking subject to inspection by local fire authority prior to the termination of agreement. Tenant also agrees to clear all vegetation from the property prior to termination of the agreement. If tenant fails to properly clear the property at that time, AFPD will do so at Mario's Tree Service expense and will bill them directly for the costs.
5. Permitted Uses: The tenant is permitted all normal activities associated with the above purposes, in a professional and respectful manner of all Mario's Tree Service contractors and personnel including but not limited to:
 - a) The tenant agrees to employ standard best management practices.
6. The tenant agrees to properly dispose of all types of vegetation stored on the property. Housekeeping: All trash and waste will be cleared from property daily.
7. Insurance: Mario's Tree Service agrees to compensate for claims arising from their activities while leasing the property. Landowner retains their right to access the parcel(s) for the purposes of inspection. Mario's Tree Service also agrees to list Amador Fire Protection District (AFPD) as an additional insurer. Proof will be provided to AFPD.

Abinesh Prasad
Mario's Tree Service Chair Representative

Date: 1/03/23

Walter White
AFPD Representative

Date: 12-29-2022

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. 391

- Regular Agenda
- Consent Agenda
- Blue Slip
- Closed Session

Meeting Date Requested:

04/18/2023

Department Head Signature _____

Agenda Title: TRAINING REPORT

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

Report of training hours for the month of March. Discussion relative to subject matter.

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate)

Staffing Impacts 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? Name _____ N/A

Comments: _____

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 _____ 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.

Department _____
For meeting _____
of _____

ATTEST: _____
AFPD Board Clerk

Completed by _____

<u>Month</u>	<u>Emergency Reporting (live)</u>	<u>Target Solutions (online)</u>	<u>Total Hours</u>	<u>CAL JAC Hours</u>
July	363:30:00	133:00:00	496:30:00	158:15:00
August	648:10:00	106:45:00	754:55:00	215:00:00
September	558:30:00	150:45:00	709:15:00	211:45:00
October	774:20:00	225:30:00	999:50:00	408:30:00
November	1181:15:00	138:45:00	1320:00:00	675:30:00
December	596:30:00	159:30:00	756:00:00	252:00:00
January	1205:35:00	199:30:00	1405:05:00	358:00:00
February	952:45:00	194:45:00	1147:30:00	250:00:00
March	1317:50:00	224:15:00	1542:05:00	363:30:00
April				
May				
June				



Amador Fire Protection District

Monthly Training Schedule-March 2023



Daily Schedule

Date	Topic	Skill Sheet/Reference	Code
03/01/2023	Salvage	Amador Fire Skill 1-7	LKD
03/02/2023	Forcible Entry	Amador Fire Skill 1-6	IJD
03/03/2023	Salvage	Amador Fire Skill 1-7	LKD
03/04/2023	Roadway Inc. Safety/Traffic Control	Amador Fire Policy 408	DAB
03/05/2023	Vehicle Anatomy/New Vehicle Tech	Rio Hondo Extrication Presentation	DAB
03/06/2023	Roadway Inc. Safety/Traffic Control	Amador Fire Policy 408	DAB
03/07/2023	Vehicle Anatomy/New Vehicle Tech	Rio Hondo Extrication Presentation	DAB
03/08/2023	Roadway Inc. Safety/Traffic Control	Amador Fire Policy 408	DAB
03/09/2023	Vehicle Anatomy/New Vehicle Tech	Rio Hondo Extrication Presentation	DAB
03/10/2023	Vehicle Stabilization/Cribbing/R42s	R42 Manual/Amador Fire Evolution 16	DAD
03/11/2023	Hydraulic Tool Set Up and Use	Amador Fire Evolution 11	DAD
03/12/2023	Vehicle Stabilization/Cribbing/R42s	R42 Manual/Amador Fire Evolution 16	DAD
03/13/2023	Hydraulic Tool Set Up and Use	Amador Fire Evolution 11	DAD
03/14/2023	Vehicle Stabilization/Cribbing/R42s	R42 Manual/Amador Fire Evolution 16	DAD
03/15/2023	Hydraulic Tool Set Up and Use	Amador Fire Evolution 11	DAD
03/16/2023	Air Bag Usage	Amador Fire Evolution 17	DAD
03/17/2023	Rapid Extrication/KED	NREMT Skill Sheet	DAD
03/18/2023	Air Bag Usage	Amador Fire Evolution 17	DAD
03/19/2023	Rapid Extrication/KED	NREMT Skill Sheet	DAD
03/20/2023	Air Bag Usage	Amador Fire Evolution 17	DAD
03/21/2023	Rapid Extrication/KED	NREMT Skill Sheet	DAD
03/22/2023	Vehicle Fire Evolutions	IFSTA Essentials	LJD
03/23/2023	ERG Exercise	NAERG	OAB
03/24/2023	Vehicle Fire Evolutions	IFSTA Essentials	LJD
03/25/2023	ERG Exercise	NAERG	OAB
03/26/2023	Vehicle Fire Evolutions	IFSTA Essentials	LJD
03/27/2023	ERG Exercise	NAERG	OAB
03/28/2023	Helispot Coordination	Air Ambulance PowerPoint	LNB
03/29/2023	Water Rescue Awareness	Water Rescue Awareness PowerPoint	DBB
03/30/2023	Helispot Coordination	Air Ambulance PowerPoint	LNB
03/31/2023	Water Rescue Awareness	Water Rescue Awareness PowerPoint	DBB

Monthly Target Solutions Assignments

EMS Aquatic Emergencies	NFPA 1001 Vehicle Extrication
Fleet Program Vehicle Inspection and Maintenance for Emergency Vehicle Operators	NFPA 1021 Incident Scene Management

Notes:

Volunteer Firefighter Academy: 2/4/2023-4/29/2023

Instructor 1 - Instructional Methodology: 3/6/2023-3/10/2023

Company Officer 2D - All-Risk Incident Command: 3/20/2023-3/24/2023

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

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>04/18/2023</u>	

Department Head Signature _____

Agenda Title: VOLUNTEER REPORT

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

Report of Volunteer Program. Discussion relative to subject matter.

Recommendation/Requested Action:

Fiscal Impacts (attach budget transfer form if appropriate) _____ Staffing Impacts None

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"/>
Committee Review? <u>N/A</u> <input checked="" type="checkbox"/>	Resolution Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Name _____	Ordinance Attached: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
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 _____
Noes: _____	Resolution _____	Ordinance _____
Absent: _____ Comments: _____		

Distributed on _____	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: _____ AAFP Board Clerk
Completed by _____		

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
04/18/2023	

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

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

Department Head Signature _____

Agenda Title: CALL/INCIDENT REPORT

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

Report of District calls for the month of March. Discussion relative to subject matter.

Recommendation/Requested Action:

Report only

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

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
For meeting
of _____

ATTEST: _____

AFPD Board Clerk

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
MARCH 2023**

INCIDENT TYPE	2023	2022	2021
STATION 111 - 26517 Meadow Dr, Pioneer			
111 - Building fire	1	0	1
131 - Passenger vehicle fire	0	0	1
141 - Forest, woods or wildland fire	0	0	1
311 - Medical assist, assist EMS crew	0	1	0
320 - Emergency medical service, other	1	0	0
321 - EMS call, excluding vehicle accident with injury	55	34	26
322 - Motor vehicle accident with injuries	1	2	1
324 - Motor vehicle accident with no injuries.	3	1	2
400 - Hazardous condition, other	2	1	0
424 - Carbon monoxide incident	2	1	1
461 - Building or structure weakened or collapsed	2	0	0
510 - Person in distress, other	1	0	0
511 - Lock-out	1	0	0
550 - Public service assistance, other	1	0	0
553 - Public service	1	0	1
554 - Assist invalid	22	5	7
600 - Good intent call, other	0	0	1
611 - Dispatched & cancelled en route	3	5	8
622 - No incident found on arrival at dispatch address	1	1	0
700 - False alarm or false call, other	0	1	0
Total	97	52	50

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
MARCH 2023**

INCIDENT TYPE	2023	2022	2021
STATION 114 - 19840 Highway 88, Pine Grove			
100 - Fire, other	0	1	0
116 - Fuel burner/boiler malfunction, fire confined	0	1	0
118 - Trash or rubbish fire, contained	1	0	0
142 - Brush or brush-and-grass mixture fire	0	0	1
150 - Outside rubbish fire, other	0	1	0
311 - Medical assist, assist EMS crew	0	0	1
321 - EMS call, excluding vehicle accident with injury	46	54	32
322 - Motor vehicle accident with injuries	0	1	1
324 - Motor vehicle accident with no injuries.	0	3	3
412 - Gas leak (natural gas or LPG)	3	1	1
424 - Carbon monoxide incident	0	0	1
444 - Power line down	1	0	1
550 - Public service assistance, other	1	0	0
553 - Public service	3	0	0
554 - Assist invalid	10	13	11
561 - Unauthorized burning	0	0	1
611 - Dispatched & cancelled en route	4	1	7
622 - No incident found on arrival at dispatch address	1	2	0
631 - Authorized controlled burning	0	2	0
651 - Smoke scare, odor of smoke	0	0	5
700 - False alarm or false call, other	0	0	1
745 - Alarm system activation, no fire - unintentional	0	0	1
Total	70	80	67

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
MARCH 2023**

INCIDENT TYPE	2023	2022	2021
STATION 116 - 15601 Dusty Ln, Jackson			
111 - Building fire.	2	1	1
114 - Chimney or flue fire, confined to chimney or flue	0	0	1
116 - Fuel burner/boiler malfunction, fire confined	0	0	1
132 - Road freight or transport vehicle fire	1	0	0
142 - Brush or brush-and-grass mixture fire	0	0	1
143 - Grass fire	0	1	0
311 - Medical assist, assist EMS crew	0	0	3
321 - EMS call, excluding vehicle accident with injury	37	24	17
322 - Motor vehicle accident with injuries	0	1	1
323 - Motor vehicle/pedestrian accident (MV Ped)	0	0	1
324 - Motor vehicle accident with no injuries.	0	1	2
444 - Power line down	4	0	1
550 - Public service assistance, other	1	2	0
553 - Public service	2	0	0
554 - Assist invalid	7	3	9
561 - Unauthorized burning	0	0	1
611 - Dispatched & cancelled en route	11	19	10
622 - No incident found on arrival at dispatch address	0	2	0
631 - Authorized controlled burning	0	4	0
700 - False alarm or false call, other	1	1	0
745 - Alarm system activation, no fire - unintentional	1	0	0
Total	67	59	49

**AMADOR FIRE PROTECTION DISTRICT
MONTHLY INCIDENT REPORT
MARCH 2023**

INCIDENT TYPE	2023	2022	2021
STATION 122 - 18534 Sherwood St, Plymouth			
111 - Building fire	2	1	0
110 - Structure fire, other (conversion only)	0	0	1
131 - Passenger vehicle fire	1	1	0
142 - Brush or brush-and-grass mixture fire	0	1	0
143 - Grass fire	0	0	1
162 - Outside equipment fire	0	1	0
321 - EMS call, excluding vehicle accident with injury	16	29	22
322 - Motor vehicle accident with injuries	1	3	2
324 - Motor vehicle accident with no injuries.	2	2	1
412 - Gas leak (natural gas or LPG)	0	1	0
444 - Power line down	2	0	0
531 - Smoke or odor removal	0	1	0
540 - Animal problem, other	0	1	0
553 - Public service	1	0	0
554 - Assist invalid	2	1	4
611 - Dispatched & cancelled en route	7	2	7
651 - Smoke scare, odor of smoke	0	0	2
700 - False alarm or false call, other	0	0	1
744 - Detector activation, no fire - unintentional	0	0	1
Total	34	44	42

GRAND TOTAL 268 235 208

AGENDA TRANSMITTAL FORM

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

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:	
<u>04/18/2023</u>	

Department Head Signature _____

Agenda Title: FIRE PREVENTION REPORT

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

Fire prevention and fire investigation report from Fire Marshal, Pat Chew. Discussion relative to subject matter.

Recommendation/Requested Action:

n/a

Fiscal Impacts (attach budget transfer form if appropriate)

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:

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.

Department _____

ATTEST: _____

Completed by _____

For meeting _____

AFPD Board Clerk

of _____

AGENDA TRANSMITTAL FORM

<input checked="" type="checkbox"/>	Regular Agenda
<input type="checkbox"/>	Consent Agenda
<input type="checkbox"/>	Blue Slip
<input type="checkbox"/>	Closed Session
Meeting Date Requested:	
04/18/2023	

To: Amador Fire Protection Board of Directors

Date: 04/18/2023

From: Robert Withrow
(Department Head - please type)

Phone Ext. x391

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 21, 2023.

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 _____

Comments: _____

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 _____
For meeting _____
of _____

ATTEST: _____

AFPD Board Clerk

**AMADOR FIRE PROTECTION DISTRICT
BOARD OF DIRECTORS**

Meeting Was Recorded

Jackson, California
Tuesday, March 21, 2023
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:

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

Absent:

Frank Axe, Director

Staff:

Walter White, Fire Chief
Robert Withrow, Deputy Fire Chief
Nicole Cook, Clerk of the Board

AGENDA

MOTION: It was moved by Director Forster and seconded by Director Crew and carried 4-0-1, to approve the agenda, Director Axe absent.

PUBLIC MATTERS NOT ON THE AGENDA: Chief White expressed gratitude to the Board of Directors for allowing to be Fire Chief the past four and half years. He also acknowledged the public present for their support and input; community resident Cindy Grandbois, Chief Maurice Johnson from El Dorado Hills Fire and Local 5181 Union President.

PRESENTATION: Chair Brown presented the Resolution of Recognition for Fire Chief Walt White. Discussion relative to subject matter. Director Forster gave a statement of gratitude and requested that Chief White return for the ground breaking of the new fire station along with inviting retired Fire Chief McCart. Director Crew and Director Brown also gave a statement of gratitude. Chief Johnson of El Dorado Hills addressed the Board stating that Amador Fire currently has capable leaders and he looks forward to continued collaboration.

MOTION: It was moved by Director Forster and seconded by Director Crew and carried 4-0-1 to approve resolution as presented, Director Axe absent.

RESOLUTION NO. AFPD 23-01

Approving the Resolution of Recognition to Walter White serving as the Fire Chief for the Amador Fire Protection District for the last four and half years.

ADMINISTRATIVE MATTERS

Appointment of Deputy Fire Chief Robert Withrow as Interim Fire Chief: Fire Chief White presented the request. Discussion ensued relative to subject matter. Director Forster requests to forgo the interim process and make the qualified Deputy Chief, Fire Chief. Chief White states it's at discretion of the Board of Directors. Director Oneto states that the position should be vetted and put out publicly. Director Forster states that there would be cost savings to the District to not put out an extensive hiring process and that the individual is already qualified. Cindy Grandbois addressed the Board and asked to define the vetting process and Director Forster answered advertising and qualifications. Chief Johnson of El Dorado Hills Fire addressed the Board stating that the vetting process has already begun for decades now regarding Chief Withrow's qualifications. Director Forster mentioned that the candidate is a local resident. He is a servant leader and qualified. Local 5181 President, Aaron Martinez addressed the Board stating that if he were speaking on behalf of the Union he can only speak on the Interim Fire Chief at this time.

MOTION: It was moved by Director Forster to make Robert Withrow Fire Chief and bypass the Interim process.

Hearing no second, the above motion died for lack of majority vote.

Chair Brown announced a short recess at 10:52 AM to consult County Counsel regarding the new motion to bypass "interim" Fire Chief to Fire Chief upon Chief White's retirement.

Reconvened 10:56 AM. Chair Brown gave the direction, at the recommendation of County Counsel, to proceed with the original agenda item.

MOTION: It was moved by Director Forster and seconded by Director Crew and carried 3-0-2, to approve the appointment of Deputy Fire Chief as Interim Fire Chief. Director Axe absent, Director Oneto abstained.

Board Clerk gave the Fire Chief oath of office.
Recess at 11:03 AM for refreshments and photographs.
Reconvene at 11:15 AM.

Assistance to Firefighters Grant Award: Fire Chief White presented the award and gave a special thank you to Battalion Chief Aaron Watkins for his efforts completing and submitting the grant. Discussion ensued relative to subject matter. Chief White states that currently the District uses the Cal Fire's Sutter Hill extractors to clean personal protective gear. Those extractors are aging. Cindy Grandbois addressed the Board saying that the state will be mandating all fire departments to have extractors. She also requested that there be oversight for the other departments to use the machines.

MOTION: It was moved by Director Crew and seconded by Director Oneto and carried 4-0-1, Director Axe absent to approve the acceptance of Assistance to Firefighters Grant Award and to have a policy in place.

Training Report: Chief White presented. Discussion ensued relative to subject matter. Report only, no action taken.

Call Report: Chief White presented. Discussion ensued relative to subject matter. Report only. Direction given to staff by Chair Brown to report out on current fires along with education the public other than social media on prevention efforts, maybe offer at local hardware stores, senior day at the Fair, etc.

MISCELLANEOUS MATTERS:

Regular Minutes for Meeting from February 21, 2023: Discussion ensued relative to subject matter.

MOTION: It was moved by Director Forster and seconded by Director Crew and carried 4-0-1, Director Axe absent, to approve the February 21st meeting minutes with minor corrections.

Chair Brown gave a last thank you to Chief White and wished him good luck with his future endeavors.

ADJOURNMENT: At 11:41 am. Chair Brown adjourned the meeting until Tuesday, April 18, 2023.

Chair, Amador Fire Protection District