

Lockwood Fire Protection District

Board Meeting Minutes

December 5th, 2023

Board Meeting: 6:00pm

Board Attendees: Kelly McGee, JoAnne McLachlan, Cookie Stevens, Don Dowell (virtually) and Jan Hewitt

Public Comment:

Question: whereabouts of the old sign at Station 152 - Chief Withrow confirmed adequate signage has been placed on the premise to identify the station and another sign will be ordered and placed on the building. Chief Withrow also confirmed and clarified Station 152's use and staffing.

Question: clarification of staffing for both stations - Again, Chief Withrow clarified use and staffing of both stations, responding that the bulk of LFPD's staffing is at Station 151 (striving to keep staffed at all times), and Station 152 is staffed with volunteers who live closer to 152 and additional necessary staff depending on activity.

Approval of October Meeting Minutes: Don clarified the 2022 FEMA grant is on hold as FEMA has not released guidelines for this grant yet and requested the minutes be amended to reflect this clarification.

Minutes approved with amendments - CS Motioned DD Seconded Yeas: 4 Nay: 0 Absent: 0 Abstain: 1

Treasurer Report - See attached. Parcel audit continues: 70 parcels on list that LFPD is not currently collecting taxes on. The pursuit of retroactive pay is most likely not viable. Tim Worny and Chief Withrow are auditing which parcels are developed and which are not as this affects the amount taxed.

Chief's Report:

- 17 Volunteers - 3 more to attend next Academy - good standing number, no further recruitment planned for this year
- Driver Operator training is happening currently
- Engines and Squads are all equipped with snow chains
- Brian Jones is working on getting qualified to teach American Heart Association CPR
- Vehicle Maintenance Program is up to date
- Participating in Santa Parade in Amador Pines
- Auxiliary is hosting Cookies with Santa
- Patrick Tobin has completed his FF task book and was pinned last week at training
- Hydrants in La Mel heights have all been tested and serviced, will be painted in Spring
- Water tanks have been looked at by AWA - goal is to produce 400 gallons per minute; possible funding from SPI for upgrades to our tanks (approx 15-20k)
- Chief Withrow is requesting Emergency Phones for each station from Volcano Telephone in light of the fact that these are not 24-hr facilities and the public needs to be able to access 911
- Bay Station radio is in and Tom is working on installing a couple external speakers, keeping our neighbors in mind in regard to mitigating disruptive volume levels
- Second WT at 152 from AFD for our use
- Call volume:

	VEG FIRES	STRUCTURE FIRES	OTHER FIRES	VEHICLE ACCIDENTS	MEDICALS	PUBLIC ASSISTS	Total
CALFP	1	1	3	3	19	4	31

Committee Reports

Grants - Don Dowell waiting for FEMA to issue guidelines before applying for next grant

Fiscal Planning - none

Policy - none

Building/Maintenance - Lee Gravesen did grading work. Ice machine was donated by Mark and Tracy Berkner.

Outreach - Website is going well, events are being promoted via Social Media platform, new payment portal is being investigated as well as mobile credit card payment options

LFPD/AFPDP Consolidation Ad Hoc - none

Auxiliary Report - see attached

Action Items -

a) Addendum to JOA for Fire Chief Services - Chief Withrow clarified a JOA is not a "consolidation". The proposed addendum (Addendum B) to the JOA will include Chief Officer Services for LFPD through AFPD. Addendum A has been left blank for the opportunity to include an MOU, should one become necessary. Chief Withrow has accepted a position with AFPD as Deputy Fire Chief, however, he does not want to leave LFPD and wants to maintain consistent, successful Chief Officer services for the District. Chief Withrow read Addendum B aloud to the Board and Public. KM agrees with the Addendum, JM agrees with the Addendum, CS agrees with the Addendum, DD would like to see a "term" implemented - revisit JOA when there is a change at the Chief Officer level with AFPD.

Public comment:

Question: whether a time allotment will be given for Chief Officer services at LFPD - answer was no. Chief Withrow's office will remain at Station 151 and is accessible 24/7 to the staff and public.

Statement: community member would like to see more staffing at Station 152 - Chief Withrow agreed, however, there is currently not enough staff to warrant 152 being staffed regularly.

Clarification was requested regarding budget expenditures - Tim Worny, Chief Withrow and Jan Hewitt clarified desperately needed apparatus updates which had been deferred for many years.

Staffing question posed regarding AFPD Fiddletown Station - Chief Withrow answered that the station is currently not staffed, but recruitment is happening to obtain Volunteer FF's to help staff this station.

Question: whereabouts of LFPD WT? - It is located at 151, and AFPD WT is located at 152.

Question: what is the benefit for AFPD regarding JOA - Chief Withrow answered: Joint Volunteer Academy, plan to move 6546 to Station 111 due to Rescue Equipment availability and being closer to Hwy 88 where it would be utilized more, sharing resources, sharing personnel, etc.

Question: what is the "pickup purchase" in budget? - Holding off until budget is healthier.

Question: LFPD Equipment on ST - What is funding structure for this? Would like to see LFPD benefit from Mutual Aid - Chief Withrow will not limit our opportunity to participate.

Question: will Chief Withrow formally resign from LFPD? Chief Withrow said he can and will if that is the wish of the Board. Other Public member doesn't see problem with optics of Chief Withrow being Fire Chief for LFPD and Deputy Fire Chief for AFPD. Chief Withrow doesn't want to do both, although completely legal, the optics

aren't favorable for Chief Withrow and he'd rather not raise those issues and has no intentions of trying to make more money.

Question: Chief Withrow not getting lost to LFPD - Chief Withrow said he will stay at LFPD for the duration of the JOA and will be accessible through LFPD consistently, with no decrease in time spent at LFPD.

Question: in regard to payment up to this point through LFPD, was it still \$3500; Clarification of AFPD duties while providing Chief Officer Services to LFPD. Chief Withrow answered: Stipend will still be \$3500; Chief Withrow will be handling all Operations for AFPD, Volunteer Training and Recruitment, and is confident in his capacity to successfully perform in both positions.

Approval of Addendum to the JOA for Fire Chief Services (with recommended changes to the JOA suggested by DD) - CS motioned JM seconded Yeas: 5 Nay: 0 Absent: 0 Abstain: 0

Adjourned: 7:52pm

Next Meeting: February 27th, 2023

DRAFT